



Meeting of the Board of Trustees

February 24, 2020

CALL TO ORDER: 5:00 P.M.

American with Disabilities Act (ADA)

"It is the policy of the SOCCCD to fully comply with the requirements of the Americans with Disabilities Act. Consistent with that policy, the facilities where this event will be held are wheelchair accessible. Upon request, this announcement and the agenda or program for the event and any related materials, will be provided in alternative formats (such as large print, braille or accessible electronic text). If you need such materials or other disability accommodations or more information, please contact the Office of the Chancellor at (949) 582-4840 at least 48 hours before the scheduled event."

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

Members of the public may address the Board on items listed to be discussed in closed session. If you wish to address the board on a closed session item, please complete a yellow form entitled, "Request to Speak" and submit prior to the start of closed session. These forms are available outside the board room. Speakers are limited to two minutes each.

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

1.3 Student Discipline (Education Code Section 72122) (1 matter)

A. Student Discipline

1.4 Public Employee Employment, Evaluation of Performance, Discipline, Dismissal, Release (Government Code Section 54957 and 54954.5)

A. Public Employee Discipline, Dismissal, Release (Government Code Section 54957(b).)

1.5 Conference with Labor Negotiators (Government Code Section 54957.6)

A. Faculty Association (FA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Acting President – IVC

B. Classified School Employees Association (CSEA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Acting President - IVC

C. Police Officers Association (POA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Acting President – IVC

- 1.6 Conference with Legal Counsel (Government Code Section 54956.9)
 - A. Anticipated Litigation (Government Code Section 54956.9(d)(2).)
Significant exposure to litigation: 3 potential cases
 - B. Existing Litigation (Government Code Section 54956.9 (d)(1).)
1 case

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

2.2 Invocation

Led by Trustee T.J. Prendergast

2.3 Pledge of Allegiance

Led by Trustee Terri Whitt Rydell

2.4 Public Comments

Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. If you wish to address the board, please complete a yellow form entitled, "Request to Speak" and submit prior to the beginning of open session. These forms are available outside the board room. Speakers are limited to two minutes each.

3.0 REPORTS

3.1 Oral Reports: *Speakers are limited to two minutes each.*

- A. Board Reports
- B. Chancellor's Report
- C. College Presidents' Reports (*Written Reports included in Section 8.0*)
- D. Associated Student Government Reports
- E. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 SOCCCD: Saddleback College and Irvine Valley College Foundations Annual Report

College and foundation staff will provide a financial summary and summary of accomplishments for FY 2018-2019.

5.0 CONSENT CALENDAR ITEMS

All matters on the consent calendar are routine items and are to be approved in one motion unless a Board member requests separate action on a specific item, and states the compelling reason for separate action.

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**
Approve minutes of a Special Meeting held on January 13, 2020 and a Regular Meeting held on January 21, 2020.
- 5.2 **SOCCCD: Resolution**
Resolution to Support Proposition 13: Public Preschool, K-12, and College Health and Safety Bond Act of 2020.
- 5.3 **Irvine Valley College: Curriculum Revisions for the 2020-2021 Academic Year**
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2020-2021 academic year, pursuant to Title 5, Section 53200 et seq.
- 5.4 **SOCCCD: Irvine Valley College Accessibility Upgrades, Phase 1 Project, Notice of Completion, Leonida Builders, Inc.**
Authorize filing the Notice of Completion for the Irvine Valley College Accessibility Upgrades, Phase 1 project to Leonida Builders, Inc., for a final contract amount of \$551,544.76.
- 5.5 **Saddleback College and Irvine Valley College: Community Education, Summer 2020**
Approve Community Education courses, presenters, and compensation for Summer Session 2020.
- 5.6 **Saddleback College and Irvine Valley College: Speakers**
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.7 **Saddleback College: New, Revised, and Deleted Curriculum for the 2020-21 Academic Year**
Approve the proposed curriculum changes for the 2020-21 academic year at Saddleback College.
- 5.8 **SOCCCD: Student Out of State Travel**
Approve the college student out of state travel for the participants, dates, locations and costs.
- 5.9 **SOCCCD: Trustees' Requests for Attending Conferences**
Approve/ratify Trustees' requests for attending conferences.
- 5.10 **SOCCCD: District-wide ADA Accessibility Projects, Architectural Services, Amendment No. 01, Little Diversified Architectural Consulting, Inc.**
Approve Amendment No. 01 to the Architectural Services agreement with Little Diversified Architectural Consulting, Inc., for the District-wide ADA Accessibility projects, increasing the contract amount by \$228,500, for a not to exceed

amount of \$609,000.

- 5.11 **SOCCCD: Transfer of Budget Appropriations: Adopt Resolution No. 20-04 to Approve FY 2019-2020 Budget Transfers**
Adopt Resolution No. 20-04 to approve the transfer of budget appropriation as listed.
- 5.12 **SOCCCD: November – January 2020 Change Orders/Amendments**
Ratify the change orders and amendments as listed.
- 5.13 **SOCCCD: Purchase Orders and Checks.**
Ratify the purchase orders and checks as listed.
- 5.14 **SOCCCD: Contracts.**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **SOCCCD: Academic Year 2020-2021 Non-Resident Tuition Fees**
Adopt a 2020-2021 academic year non-resident tuition fee of \$290 per semester unit based on the “Statewide Average” option. It is further recommended to decrease the capital outlay fee authorized by Education Code Section 76141 to \$10 per semester unit rate to remain competitive with neighboring districts, and maintain the current \$54 per semester application fee as authorized by Education Code Section 76142.
- 6.2 **SOCCCD: Access Control & Security Systems and Hardware, CMAS Contract No. 4-16-84-0053A, Supplement No. 1 with Blue Violet Networks, LLC**
Approve the use of Access Control & Security Systems and Hardware, CMAS Contract No. 4-16-84-0053A, Supplement No. 1 with Blue Violet Networks, LLC.
- 6.3 **SOCCCD: Master Subscription Agreement and Order Form for Budget Development Software, TM Software, LLC**
Approve the Master Subscription Agreement and Order Form with TM Software, LLC for budget development software from March 1, 2020 to January 26, 2025.
- 6.4 **SOCCCD: Board Policy Revision: BP-4015 Reasonable Accommodation(s) for Employees/Applicants, BP-4306 Academic Calendar, BP-5040 Withholding of Student Records, BP-5407 Financial Obligation Owed to the District**
Approve the board policies as listed.
- 6.5 **SOCCCD: Board Policy Revision: BP-3280 Grants and Sponsored Projects, BP-4016 Drug Free Environment and Drug and Alcohol Abuse Prevention Program**

Accept for review and study the board policies as listed.

- 6.6 **SOCCCD: Academic Employee and Classified Administrator Personnel Actions – Regular Items**
Ratify New Personnel Appointments, Authorization to Eliminate Positions and/or Position Numbers, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Change of Status, Reduced Workload Program with STRS Retirement, Resignation/Retirement/Conclusion of Employment.
- 6.7 **SOCCCD: Faculty Conversion to Canvas One – Time Stipends**
Ratify Additional Compensation: Canvas Conversion-General Fund.
- 6.8 **SOCCCD: Classified Personnel Actions – Regular Items**
Ratify New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce Classified Positions, Authorization to Increase/Decrease Hours Per Week and/or Months Per Year for Classified Positions, Change of Status, Out of Class Assignments for Positions that are Temporarily Available due to Leaves of Absence, etc., Resignation/Retirement/Conclusion of Employment.
- 6.9 **SOCCCD: Non-Bargaining Unit Personnel Action – Regular Items**
Ratify New Personnel Appointments, Volunteers.
- 6.10 **SOCCCD: Annual Report on First Year Probationary Faculty Recommended for Continuation of Tenure-Track Status**
Ratify one-year contracts for employees who have completed one year as full-time tenure-track faculty members.
- 6.11 **SOCCCD: Annual Report on Second Year Probationary Faculty Recommended for Continuation of Tenure-Track Status**
Ratify two-year contracts for employees who have completed two years as full-time tenure-track faculty members.
- 6.12 **SOCCCD: Annual Report on Fourth Year Probationary Faculty Recommended for Tenure**
Ratify tenure for full-time faculty members who have completed the four-year tenure-track plan.
- 6.13 **SOCCCD: Sabbatical Leave Rescindment**
Approve Rescindment of Sabbatical Leave previously approved by the Board.
- 6.14 **SOCCCD: Final Action in Public Session – Saddleback College Student Discipline**
Approve Student Discipline Hearing Panel's recommendation for expulsion.

7.0 REPORTS

7.1 SOCCCD: Annual Report on Third Year Probationary Faculty Continuation of Tenure-Track Status

Listing of full-time tenure-track faculty members entering into the second year of a two-year contract previously approved/ratified by the Board of Trustees.

7.2 Saddleback College and Irvine Valley College: Speakers

A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.

7.3 SOCCCD: Staff Response to Public Comments from Previous Board Meeting

None

7.4 SOCCCD: Facilities Plan Status Report

Status of current construction projects.

7.5 SOCCCD: Monthly Financial Status Report

The reports display the adopted budget, revised budget and transactions through January 31, 2020.

7.6 SOCCCD: Quarterly Investment Report

Report for period December 31, 2019.

7.7 SOCCCD: Basic Aid Report

Report for period ending December 31, 2019.

7.8 SOCCCD: Retiree (OPEB) Trust Fund

Report for period ending December 31, 2019.

7.9 SOCCCD: Pension Stabilization Trust Fund

Report for period ending December 31, 2019.

7.10 SOCCCD: Quarterly Financial Status Report

Report for period ending December 31, 2019.

8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS

Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet. Speakers are limited to two minutes each.

- A. Saddleback College Academic Senate
- B. Irvine Valley College Academic Senate
- C. Faculty Association

- D. Vice Chancellor, Technology and Learning Services
- E. Vice Chancellor, Human Resources
- F. Vice Chancellor, Business Services
- G. Irvine Valley College Classified Senate
- H. Saddleback College Classified Senate
- I. California School Employees Association
- J. Police Officers Association

9.0 ADDITIONAL ITEMS

ADJOURNMENT (or continuation of closed session if required): **9:00 P.M.**

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: |SOCCCD: Saddleback College and Irvine Valley College Foundations
Annual Report |

ACTION: Discussion

BACKGROUND

Both Saddleback College and Irvine Valley College Foundations provide an annual foundation report to the Board of Trustees.

STATUS

Elissa Oransky, Executive Director of Irvine Valley College Foundation and Elizabeth McCann, Executive Director of Saddleback College Foundation will provide a financial summary and summary of accomplishments for FY 2018-2019 (EXHIBITS A and B).

Item Submitted By: *Dr. Cindy Vyskocil, Acting President, Irvine Valley College*
Dr. Elliot Stern, President, Saddleback College
Ann-Marie Gabel, Vice Chancellor, Business Services



Irvine Valley College Saddleback College Foundation Foundation

Annual Foundation Report to the Board of Trustees South Orange County Community College District

February 24, 2020

Presenters: Elissa Oransky, Executive Director Irvine Valley College Foundation
Lisa Greenberg, President, Irvine Valley College Foundation Board of Governors
Elizabeth McCann, Executive Director, Saddleback College Foundation
Anthony Ferry, Chair, Saddleback College Foundation Board of Directors

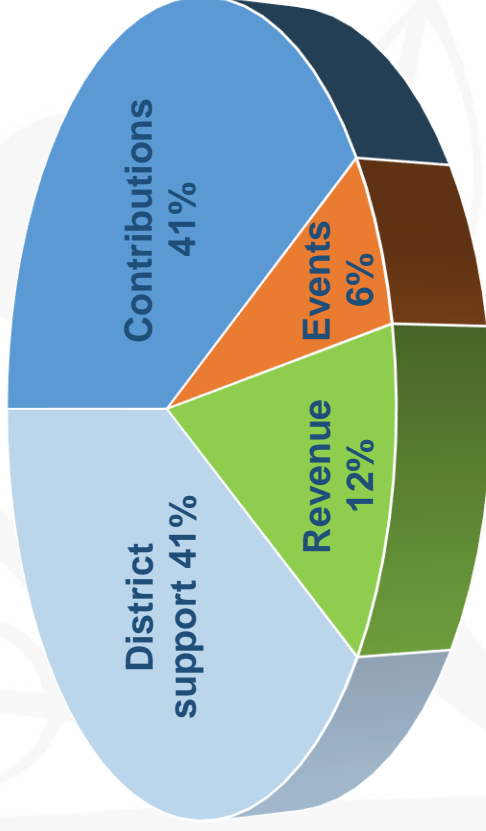
2018–2019 Re-establishing the baseline



2018-2019 Income

Support and Revenue

Contributions	\$747,723
Events	\$109,034
Revenue	\$207,191
District support	\$749,776
Total	\$1,813,724



Financial Position

Support and Revenue 2018-2019

Contributions	\$747,723
Events	\$109,034
Revenue	\$207,191
District support	\$749,776
Total	\$1,813,724

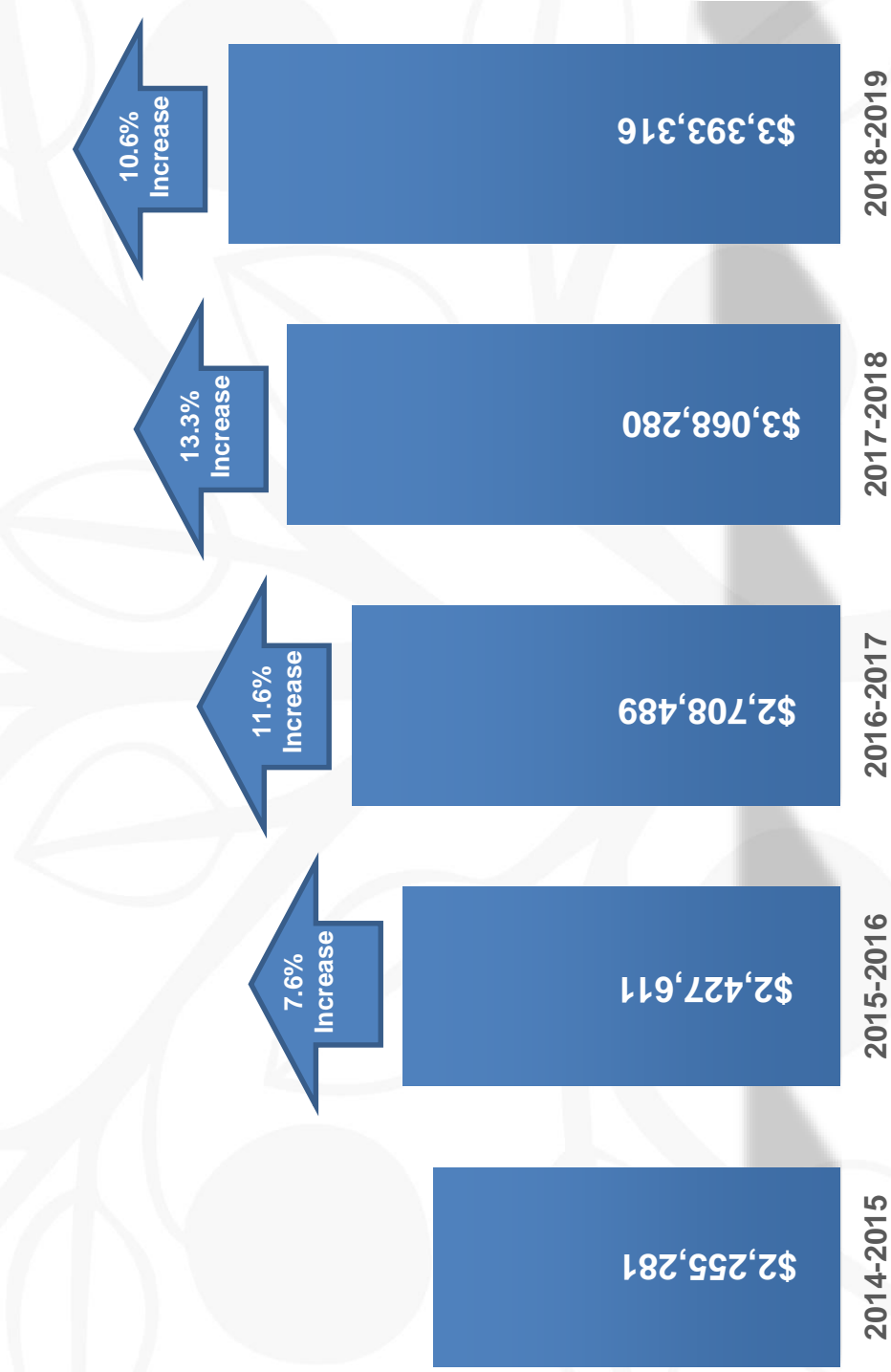
Expenses 2018-2019

Program Services	\$1,111,126
Management & General	\$181,132
Fundraising	\$196,430
Total	\$1,488,688

Net Assets

Beginning July 1, 2018	\$3,068,280
Ending June 30, 2019	\$3,393,316
Change in net assets	\$325,036

Foundation Net Assets

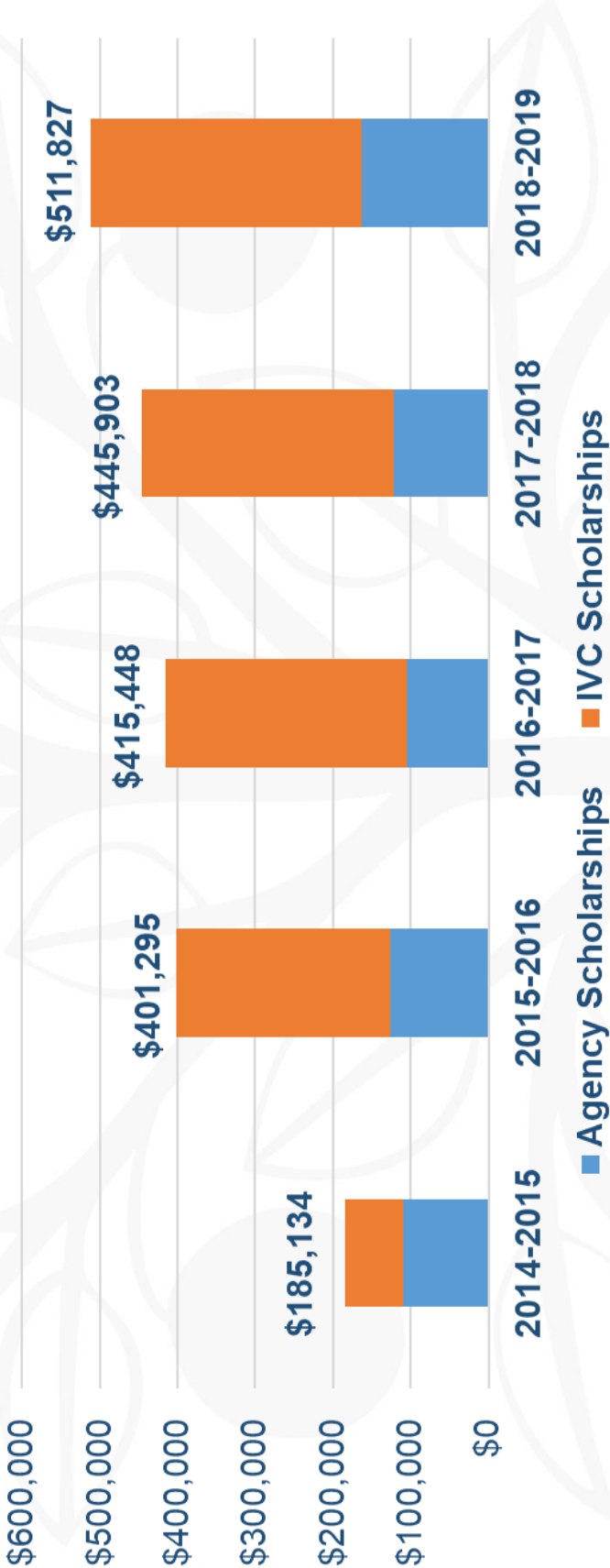


Dollars Raised

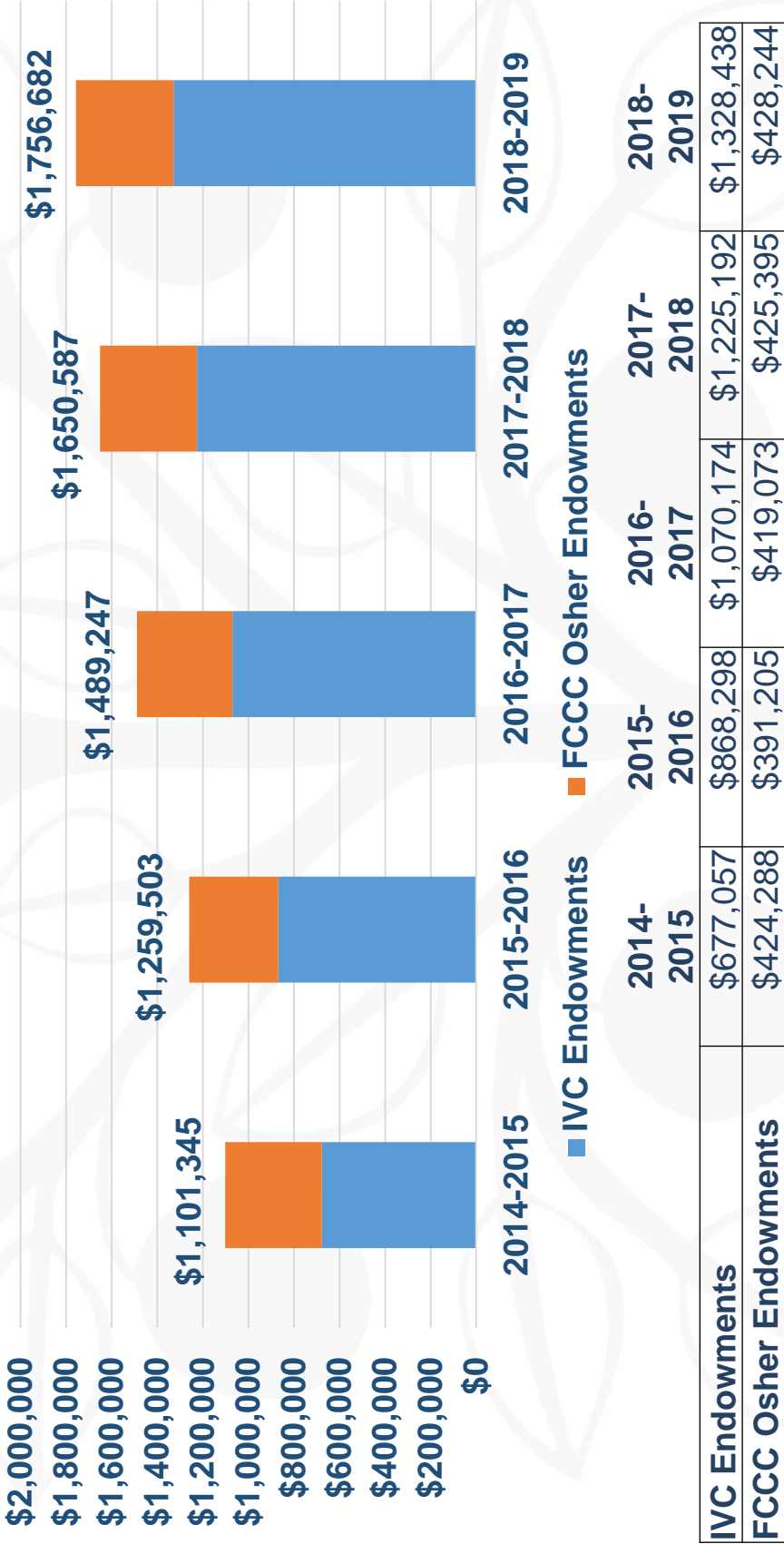
2018-2019 *Re-establishing the baseline*

Contributions	\$747,723
Events	\$109,034
Campus Programs	\$36,376
In-Kind	\$37,552
Total	\$930,685

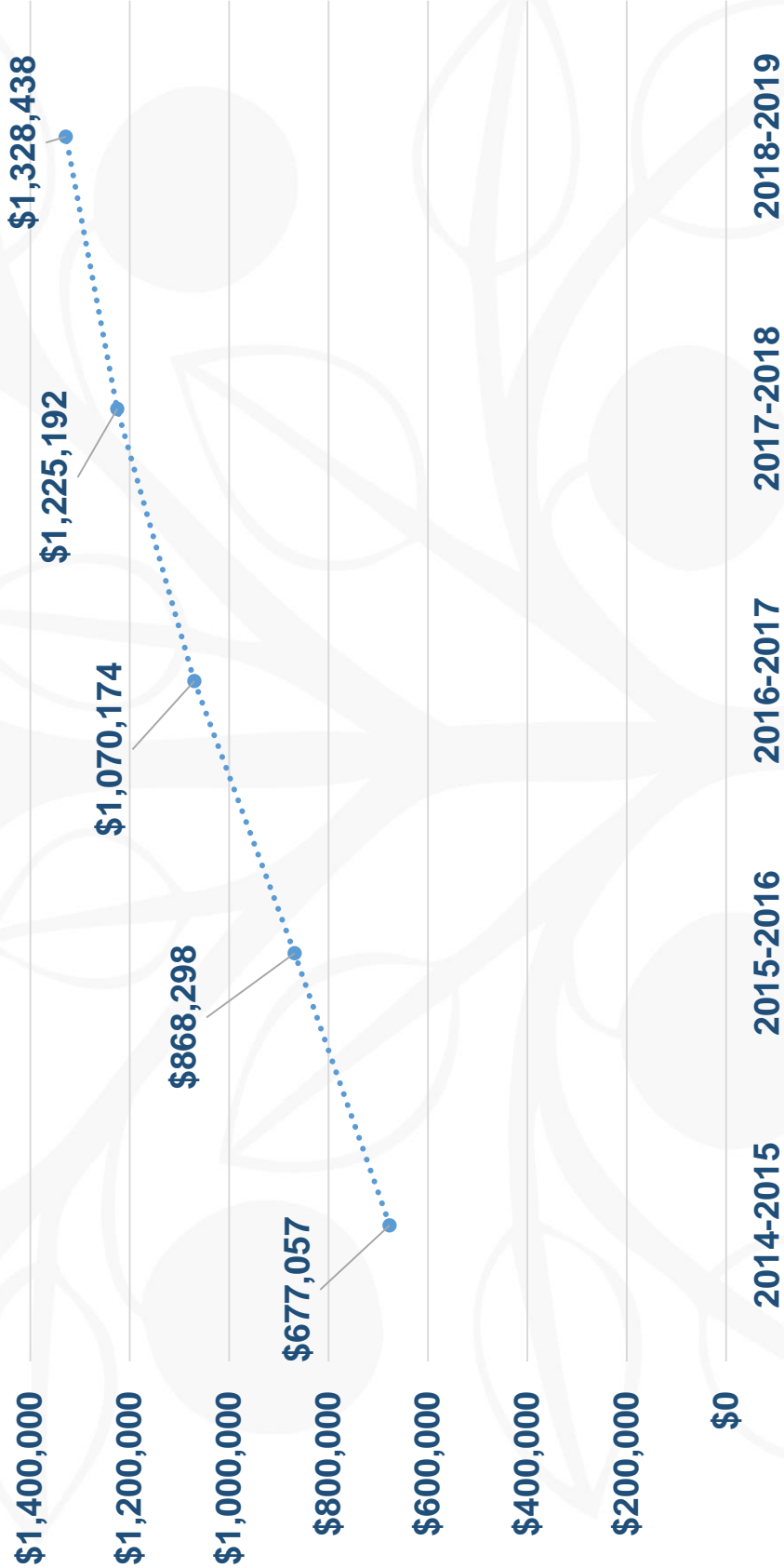
Scholarships - *Re-establishing the baseline*



Endowment Growth



IVC Endowments



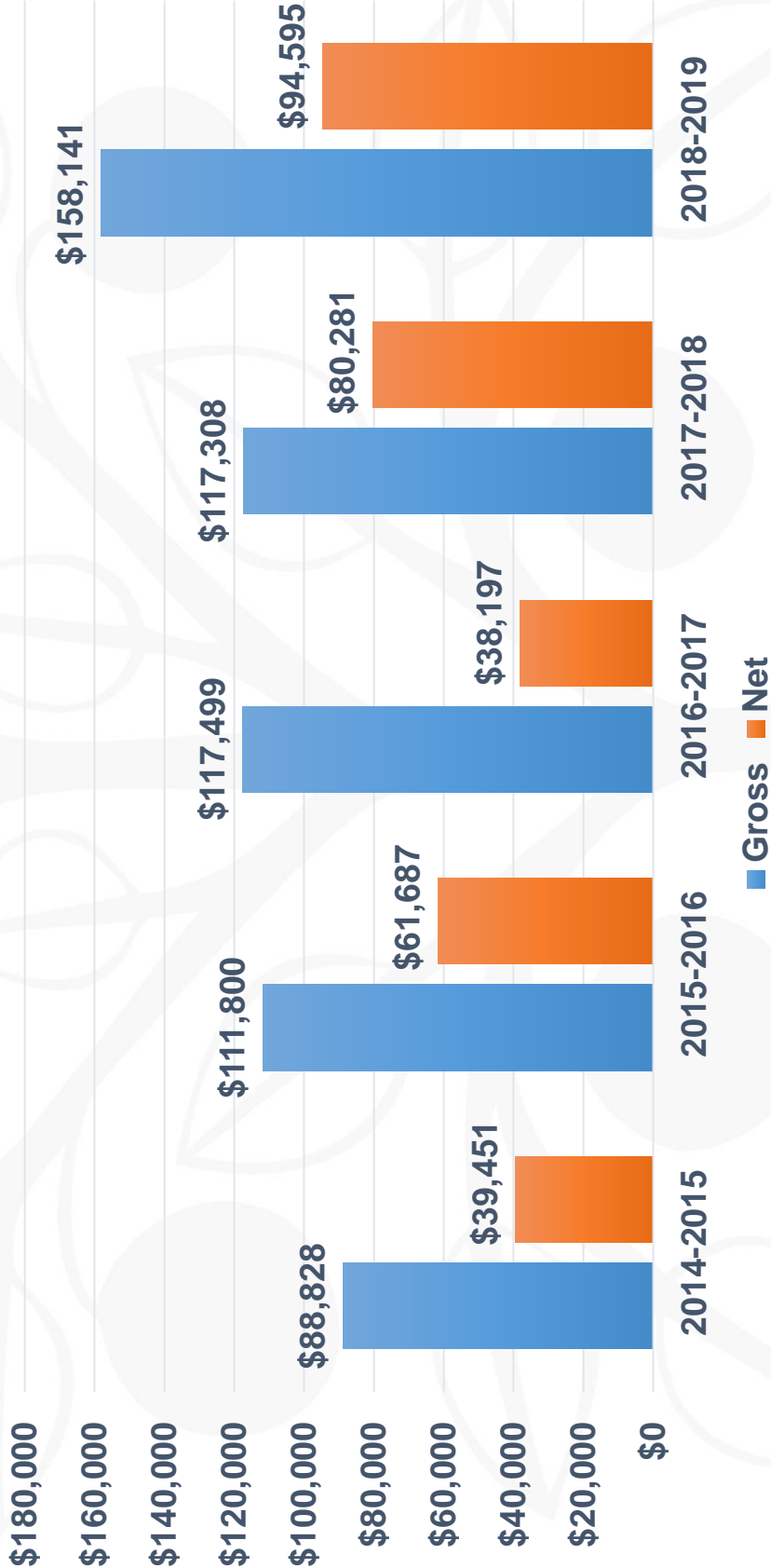
Sneak Peak

IVC Endowments

January 14, 2020 - \$1,508,908

Doubled since July 1, 2015

Foundation Awards Dinner



PRO IVC Pool

Board approved matching funds:

2015-2016:	\$10,000	
2016-2017:	\$40,000	300% increase
2017-2018:	\$45,000	13% increase
2018-2019:	\$60,000	33% increase
2019-2020:	\$70,000	17% increase

Significant Accomplishments

New revenue

- ☐ \$21,000 to support Charter 100 Scholarships
- ☐ \$10,000 to establish the Ragini and Mohan Kulkarni Scholarship
- ☐ \$25,000 gift in-kind from the Assistance League to furnish the Food Resource Center

Increase

- ☐ Foundation net assets 11% from \$3.068 M to \$3.393 M
- ☐ Astounding Inventions sponsorship by 15% from \$25,250 to \$29,000
- ☐ Foundation Awards Dinner gross revenue by 35% and net revenue by 18%
- ☐ From 2015 – 2019 payroll deduction and monthly credit card contributors increased 28% from 39 - 50

Elissa Oransky, Executive Director

- ☐ Served as President of the Orange County Chapter of the Association of Fundraising Professionals
- ☐ Nominated to the board of the Network for California Community College Foundations



Saddleback College Foundation

Annual Foundation Report to the Board of Trustees South Orange County Community College District

February 24, 2020

**Elizabeth McCann, Executive Director
Saddleback College Foundation**

**Anthony Ferry, Chair
Saddleback College Foundation Board of Directors**

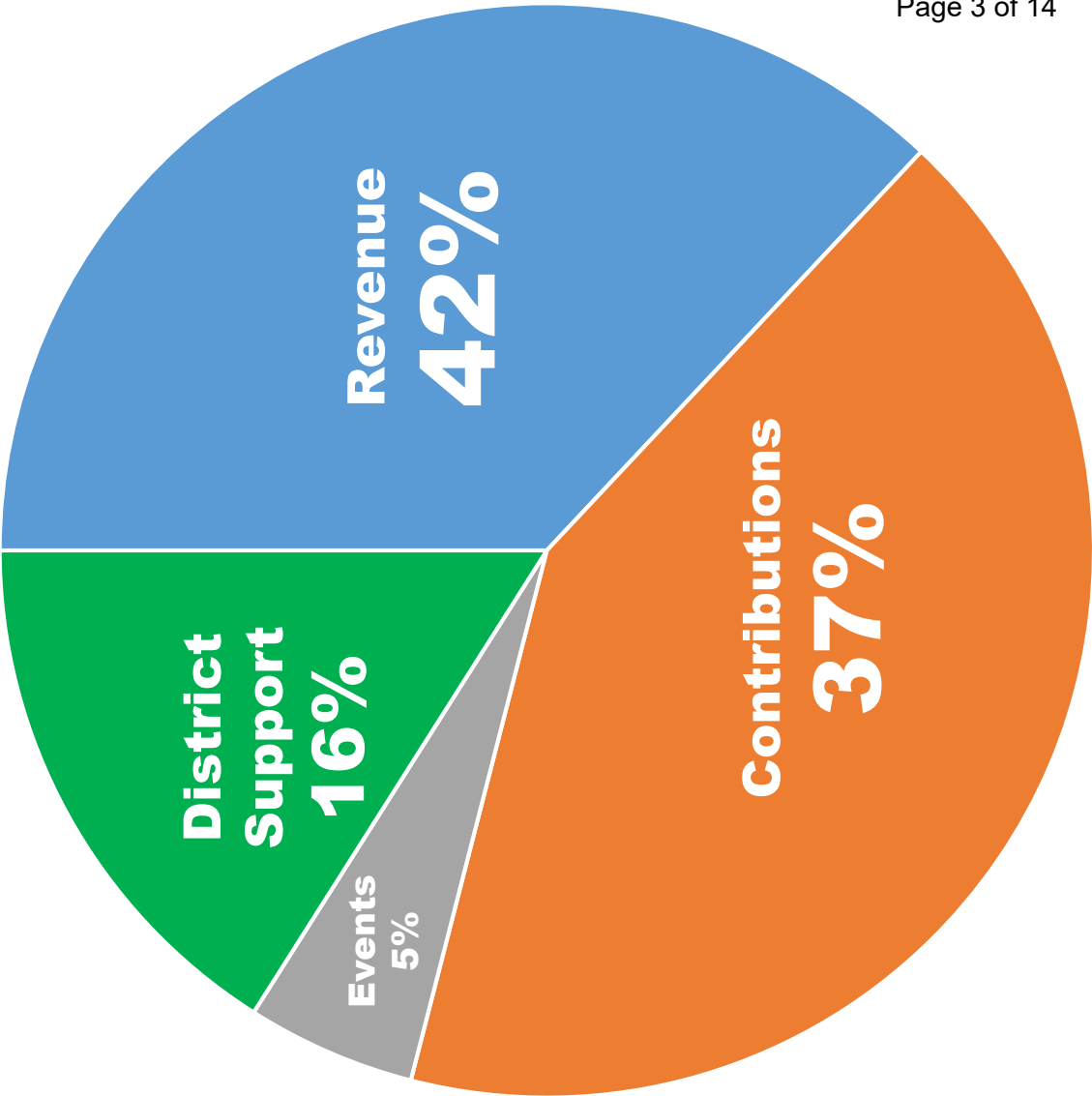
Significant Accomplishments

- \$10.8 million total net assets
- \$113,000 in Grants:
 - \$55,000 – OCCF Veteran’s Initiative
 - \$25,000 – Edison International: STEM Success
 - \$23,000 -- Bull Nursing Grant
 - \$10,000 – Bank of America Grant
- \$25,000 for 2 new endowed funds
- Recruited 5 new members of the Board of Directors
- Hired permanent Executive Director; fully staffed Foundation
- Thorough review and development of new Foundation policies and procedures

2018-2019 Income (Audited)

Support & Revenue

Contributions	\$ 733,508
Revenue	\$ 820,043
Events	\$ 92,361
District Support	\$ 318,329
Total	\$ 1,964,241



Financial Position (Audited)

SUPPORT & REVENUE

Contributions	\$	733,508
Revenue	\$	820,043
Events	\$	92,361
<u>District Support</u>	<u>\$</u>	<u>318,329</u>
Total Support & Revenue	\$	1,964,241

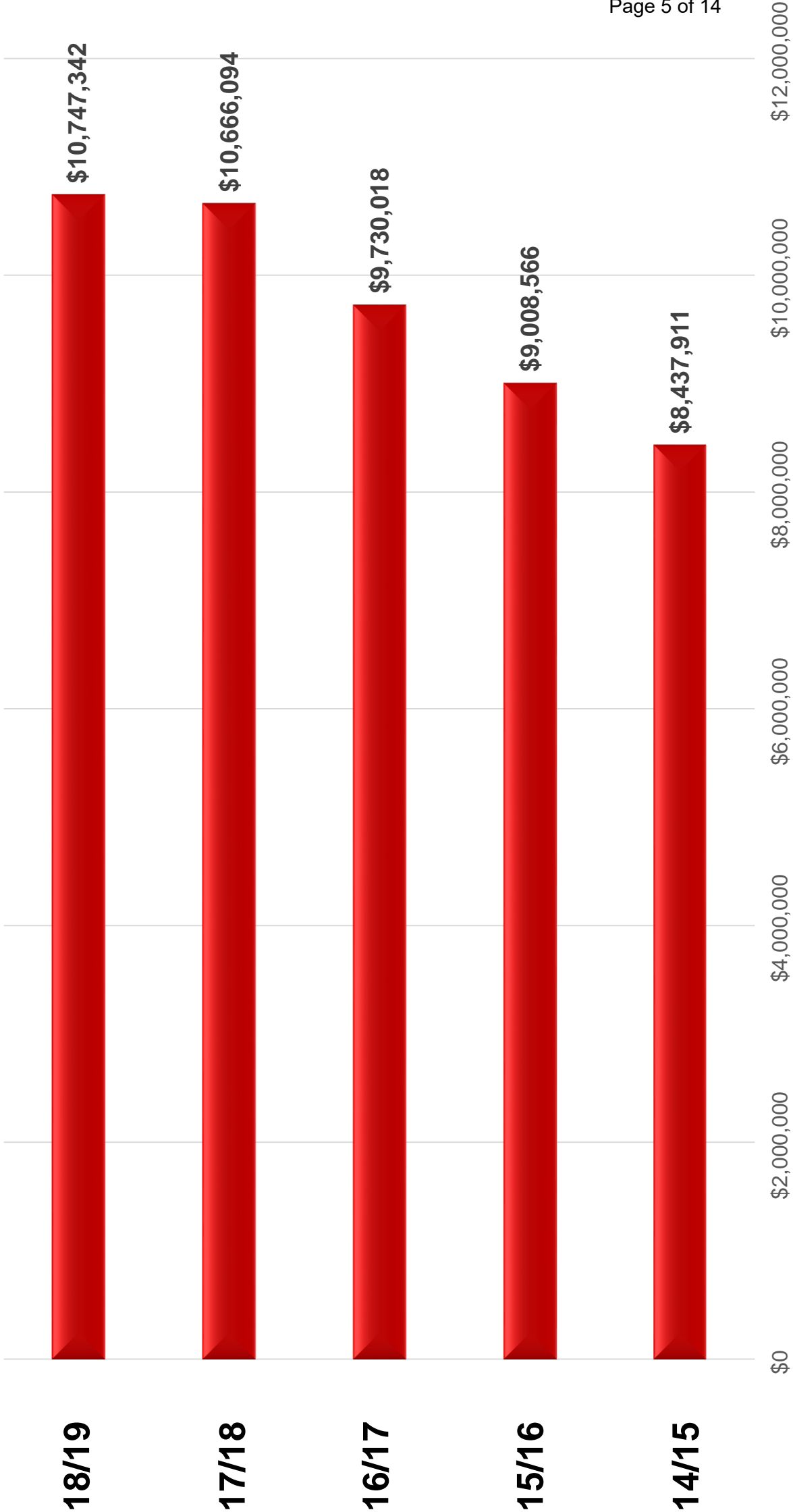
EXPENSES

Program Services	\$	1,533,872
Management & General	\$	157,817
<u>Fundraising</u>	<u>\$</u>	<u>191,304</u>
Total	\$	1,882,993

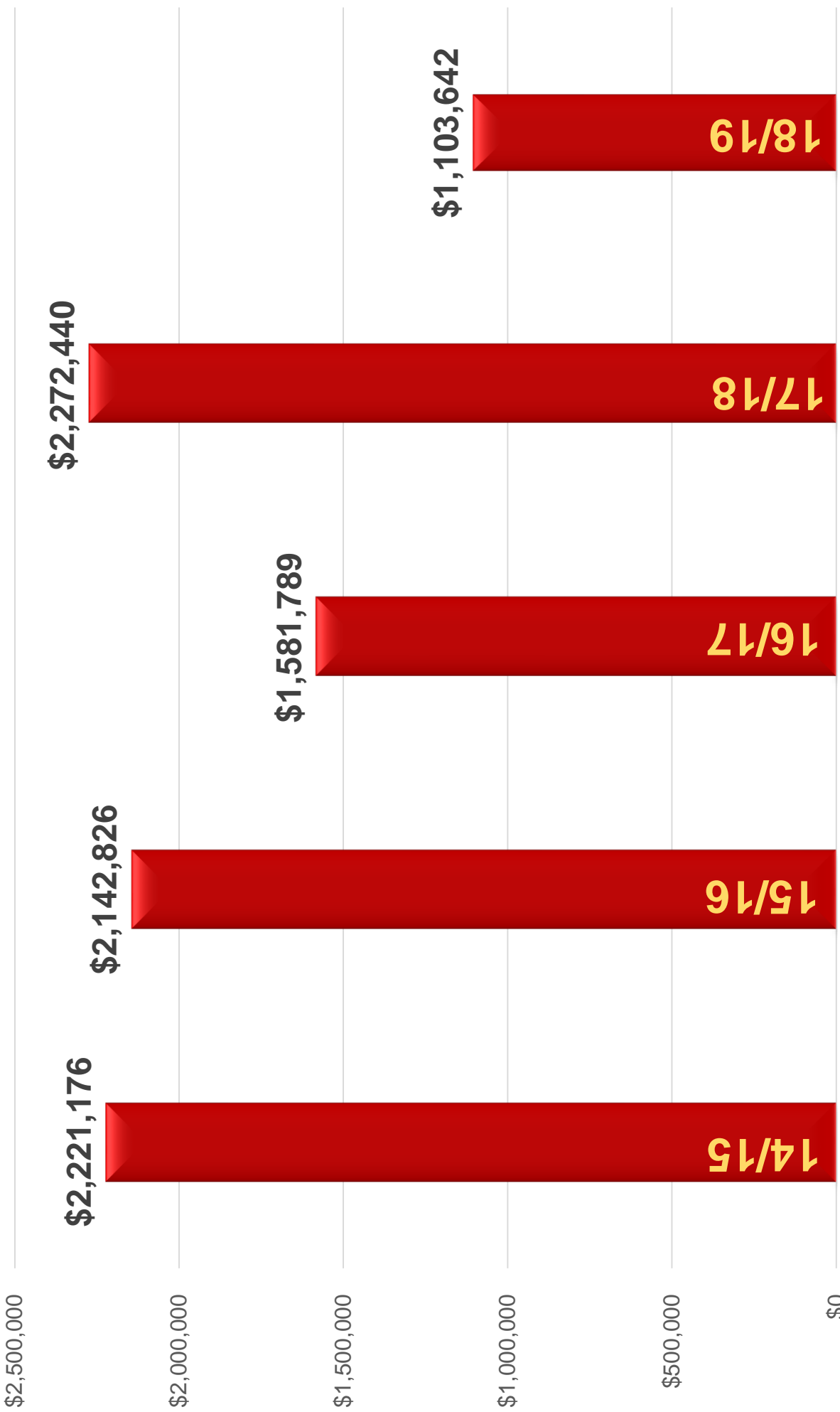
NET ASSETS

Beginning July 1, 2018	\$	10,666,094
<u>Ending June 30, 2019</u>	<u>\$</u>	<u>10,747,342</u>
Change in net assets	\$	81,248

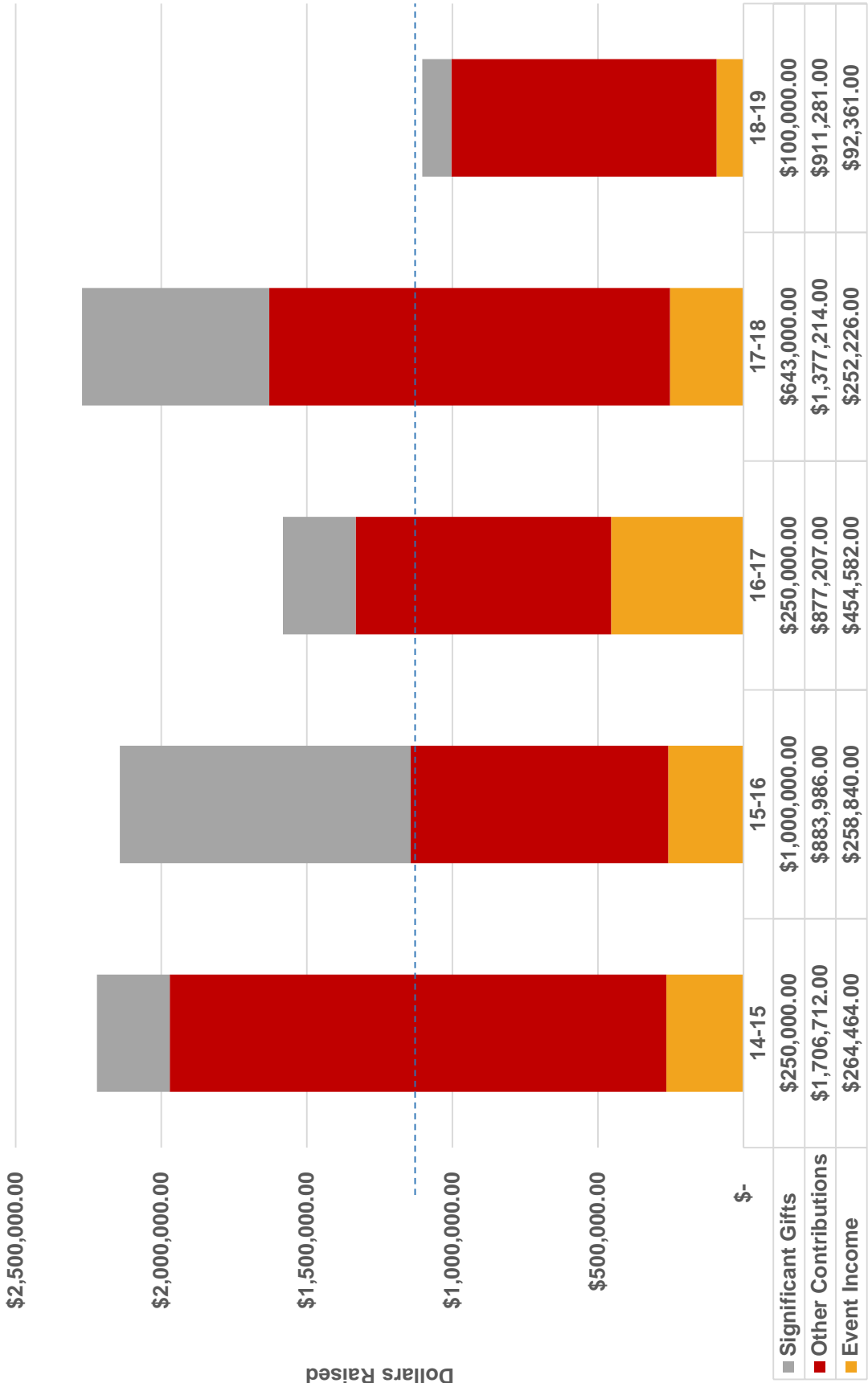
Foundation Net Assets (Audited)



Dollars Raised (Audited)



Dollars Raised by Category



Five-year contribution average, minus significant gifts and event income, is \$1,151,280

Five-year contribution average, inclusive of significant gifts and event income, is \$1,864,375

Impact of Scholarships

- Students who received Foundation scholarships are both enrolled in and earn significantly more units than those who do not receive scholarships
- Students who receive Foundation scholarships remain enrolled at Saddleback College, have higher GPAs, and have greater award attainment rates
- Partial Foundation scholarship recipients earned 2 more credit units per term, had 20% higher retention rates, and had similar GPAs as full-time recipients

Office of Planning, Research & Accreditation, Saddleback College

Scholarships Awarded



Endowment



Total Support to Saddleback College Students, Faculty, and Programs

Includes scholarships, awards, emergency funds, research
grants and support to Saddleback College programs

\$1,564,664

Benefits to the College and District

Foundation Funded Salaries & Benefits	\$	472,355
Scholarships & Grants	\$	327,891
In-Kind Donations	\$	28,133
Supplies & Printing	\$	20,547
Conferences & Meetings	\$	14,467
Dues & Memberships	\$	7,617
Equipment	\$	80,031
Contract Services	\$	146,232
Special Events	\$	66,987
Program Support	\$	256,071
Other Support	\$	144,333
Total		\$ 1,564,664



Thank You!

**In gratitude for your ongoing support of our
Foundations--together we change lives.**



TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Minutes of the Board of Trustees Meeting
ACTION: Approval

Minutes from:

January 13, 2020 Special Meeting of the Board of Trustees (Exhibit A),
Draft of Board of Trustee Goals 2020 (Exhibit B)
and
January 21, 2020 Regular Meeting of the Board of Trustees (Exhibit C)
are submitted to the Board for review and approval.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CHANCELLOR'S CONFERENCE ROOM - HS 324
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE**

**MINUTES OF THE SPECIAL BOARD OF TRUSTEES' MEETING
January 13, 2020**

PRESENT

Members of the Board of Trustees:

T.J. Prendergast, III, President
Timothy Jemal, Vice President
James R. Wright, Clerk
Marcia Milchiker, Member
David B. Lang, Member
Barbara J. Jay, Member
Terri Whitt Rydell, Member

Also present for the duration of the meeting were:

Kathleen F. Burke, Chancellor
Ann-Marie Gabel, Vice Chancellor, Business Services
Denice Inciong, District Director Research, Planning and Data Management
Elliot Stern, Saddleback College
Chris McDonald, Vice President, Instruction
Bob Bramucci, Vice Chancellor, Technology and Learning Services
Kim Widdes, Acting Vice Chancellor, Human Resources

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call To Order

1.2 Public Comments

*Members of the public may address the Board on items listed on the agenda. **Speakers are limited to two minutes each.***

There were no public comments.

1.3 Invocation

Led by Trustee David Lang

1.4 Pledge of Allegiance

Led by Trustee Marcia Milchiker

2.0 DISCUSSION ITEM

2.1 Board of Trustees Self-Evaluation

Board President T.J. Prendergast opened the meeting and turned over the workshop to Chancellor Burke.

Chancellor Burke announced the plan for the evening. The board will review 2018-2019 trustee goals and evaluation and setting of 2020 goals for the first hour and a half. During the final thirty minutes, the board will review the self-evaluation and employee survey results.

Chancellor Burke noted that the first page of the presentation includes a one page summary of board goals. The board was successful in meeting all of their goals. An evaluation of progress for the 2018-2019 board goals will be presented illustrating the Board's progress on each individual goal.

Dr. Burke further explained the rationale for the decision the board made to move the board self-evaluation to January 2020, which was a change from past practice. Since the new board goals were going to be based on the Vision for Success goals, the board realized that they were not going to have the complete data until well into the fall semester and award data was not going to be posted until October. Another factor considered was that board leadership is elected in December, following the November elections. Considering these factors together, annual goal review and setting of new goals would be conducted in January. Moving the date of the self-evaluation to the beginning of the newly elected board president's term would align the goals with the calendar year. Alignment of the board goals in a calendar year rather than fiscal year supports a more effective evaluation of the progress on the goals.

Chancellor Burke facilitated the board's self-evaluation by reviewing each board goal and the related state's vision for success goal, evaluating local data collected on the progress of the goal and discussing setting next year's board goals.

Chancellor Burke reviewed with the board how the state's Vision for Success goals and the Board goals are part of the District's new strategic plan goals that will be in effect for the next five years, 2020-2025. She noted the board has been involved with the development of the new district-wide strategic plan and college education master plans and met with consultants from MIG in March and August of last year. Dr. Burke noted that what is being reported out today are the metrics that the board established as their goals in September 2018.

- I. Board of Trustee Goal 1 – Increase by at least 5% the number of SOCCCD students who acquire associate degrees, credentials, certificates or specific skill sets that prepare them for an in-demand job.***

Chancellor Burke read the Vision for Success System Goal 2022 which states, "Increase by at least 20% the number of CCC students annually who acquire associate degrees, credentials, certificates, or specific job-oriented skill sets.

Board members set a goal to increase by 5% the number of SOCCCD students who acquire associate degrees, credentials, certificates or specific skill sets that prepare them for an in-demand job.

Denice Inciong reviewed with the board members the data on the handout entitled "Data Workbook." Denice noted that many of the baselines for the goals with metrics are set by the 2016-2017 data.

Dr. Burke stated that the evaluation of Goal 1 was met, due in part, to the auto awarding of degrees and certificates. After some discussion, board members agreed to adjust the goal by **increasing degrees and certificates by 15% above the 2016-2017 base number of 6,631 to 7,626.**

II. Board of Trustee Goal 2 – Increase by 8% the number of SOCCCD students transferring to 4-year colleges or universities.

The chancellor reminded the board this goal included all transfers and it is not limited to UC and CSU's. Overall district-wide, there was a 10% increase in transfers therefore, the board exceeded their goal. Board members reviewed and commented on the data. After discussion, the board agreed to revise this goal by increasing by **10% the number of transfer students from the 2016-2017 base number of 6,165 for a January 2021 goal of 6,812.**

III. Board of Trustee Goal 3 – Increase the percent of exiting CTE students who report being employed or advanced in their field of study.

Dr. Burke reviewed with Career and Technical Education Outcome Survey results and the establishment of this goal which aligned to the Vision for Success goals. Board members reviewed and commented on the data.

Denice Inciong explained that survey data is difficult to collect after a student is no longer enrolled in the college. However, the colleges have worked on projects with external companies like Economic Modeling Specialists, Incorporated (EMSI), to get more data on students' occupations that were aligned to their area of study at the colleges. The results have been mixed and although the data is difficult to use, the colleges have been successful in identifying successful alumni who can support further outreach efforts.

Following discussion, the board agreed to keep the goal as it is written. The goal would be stated as **"Increase the percent of exiting CTE students who report being employed or advanced in their field above the 2016-2017 base of 67% at Irvine Valley College and 65% at Saddleback College."**

IV. Board of Trustee Goal 4 – Decrease the average number of units accumulated by SOCCCD students earning their associate degrees by at least 3%.

Dr. Burke stated that this is one of the goals that was not met in the last year. She explained that this particular goal will take time to reach since the AB 705 legislation efforts were only implemented in the last academic year. The elimination of the requirements for remedial English and math, the emphasis on educational planning, and implementation of guided pathways is anticipated to reduce the number of units students are taking to complete their degrees but it will take several years for this data to change.

Dr. Burke, Saddleback College's President, Dr. Eliot Stern, and Irvine Valley College's Vice-President of Instruction, Chris McDonald, further discussed aspects of advisement, curriculum, and dual enrollment of high school students that can also influence the accumulation of additional units by students. The colleges are working to align and reduce the number of units students are taking to complete their associate degree programs.

After further discussion, the trustees agreed to revise the goal by **decreasing the average number of units accumulated by SOCCCD students earning their associate degree below the 2016-2017 base of 88 units district-wide.**

V. Board of Trustee Goal 5 – Research and identify equity gaps and report back to the Board on a plan to reduce achievement gap(s).

Dr. Burke reviewed the progress on the goal and highlighted that there are also many objectives in the new district-wide strategic plan that focus on reducing these achievement gaps. The colleges have identified the main priority groups of students in their equity plans as Hispanic/Latinx, African American, economically disadvantaged, veterans, foster youth and LGBTQ+ students.

Denise Inciong reviewed demographic information on the groups identified at the colleges and reviewed how the colleges are evaluating the equity gaps in achievement in these groups.

Following discussion, the board agreed to revise the goal by **decreasing achievement gaps of 2017-2018 college identified groups by 10%.**

The next three board goals are not based on the Vision for Success System Goals.

VI. Board of Trustee Goal 6 – Maintain life-long learning and emeritus program enrollment at (at least) current levels.

Dr. Burke stated that this goal was met as the colleges have maintained or increased emeritus enrollment.

After discussion, the board agreed to revise the goal slightly and will read, **maintain life-long learning and the Emeritus Program enrollment, at a minimum, at the level of enrollments in the 2016-2017 academic year of 37,353.**

VII. Board of Trustee Goal 7 – Research and identify non-academic barriers and report findings to the Board on strategies to address these barriers.

The chancellor reviewed the progress in researching and identifying non-academic barriers in the district. After discussion, the board agreed to revise the goal to focus on housing and to **initiate student and employee housing feasibility studies for Irvine Valley College, Saddleback College, and ATEP.**”

VIII. Board of Trustee Goal 8 – Review the current status of ATEP for the purpose of establishing measurable goals.

The chancellor reviewed the progress to build out the ATEP vision for the colleges, including public-private partnerships.

Additional data on ATEP enrollment was provided and Dr. Burke stated that student enrollment has increased at ATEP.

After discussion, the board agreed to revise the goal to include the following specific metrics:

- **Increase enrollments at ATEP above the 2018-2019 base of 1,702.**
- **Develop preliminary planning for the SC building(s) at ATEP.**
- **Continue to identify and evaluate prospective tenants for ATEP.**

The chancellor also shared a draft brochure created by the Office of Public Affairs and Government Relations that would highlight the evaluation of their 2019 goals. Dr. Burke stated that the brochure highlights the evaluation of the eight board goals and achievements. A suggestion was made to add the 2020 goals to the brochure to make it current and implement minor corrections and suggestions.

Board of Trustees’ Self-Evaluation and Employee Survey Results

Board members reviewed their Self-Evaluation and Employee Survey Results. The data was provided in the board packet and a dashboard that compared the 2018 and 2019 results was reviewed.

Denice Inciong reviewed the participation for each survey and highlighted the results which showed strengths and areas for improvement.

Discussion:

The board discussed the possibility of reinstating the *Listening Sessions* or *Coffee/Tea with the Trustees and Chancellor*. Trustee Prendergast asked for board input. The trustees are interested in reinstating the format of the Coffee/Teas, where fewer than four trustees are present at each session. The board recommended excluding administrators from the sessions.

The board agreed to have the chancellor and college presidents draft the new format and to bring back the topic to the board for further discussion and approval.

Trustee Prendergast brought up an issue for discussion. He asked, "when a board member is violating confidentiality, to whom is the matter reported?" He commented that the board needs to have a mechanism to deal with these matters. Chancellor Burke read from Board Policy 110 – Code of Ethics – Standards of Practice and reviewed the area that covers censure. After learning about the process, the board agreed to adhere to the policy. No further discussion took place.

ADJOURNMENT

The meeting was adjourned at 7:06 p.m.



Kathleen F. Burke
Secretary

SOCCCD Board of Trustee Goals 2020

DRAFT

1. Increase degrees and certificates by 15% above the 2016-2017 base number of 6,631 to 7,626.
2. Increase by 10% the number of transfer students from the 2016-2017 base number of 6,165 for a January 2021 goal of 6,812.
3. Increase the percent of exiting CTE students who report being employed or advanced in their field above the 2016-2017 base of 67% at Irvine Valley College and 65% at Saddleback College.
4. Decrease the average number of units accumulated by SOCCCD students earning their associate degree below the 2016-2017 base of 88 units district-wide.
5. Decrease achievement gaps of 2017-2018 college identified groups by 10%.
6. Maintain life-long learning and the Emeritus Program enrollment, at a minimum, at the level of enrollments in the 2016-2017 academic year of 37,353.
7. Initiate student and employee housing feasibility studies for Irvine Valley College, Saddleback College and ATEP.
8. Continue to develop the ATEP campus in the following areas:
 - Increase enrollments at ATEP above the 2018-2019 base of 1,702.
 - Develop preliminary planning for the SC building(s) at ATEP.
 - Continue to identify and evaluate prospective tenants for ATEP.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
RONALD REAGAN BOARD OF TRUSTEES ROOM-RM 145
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE**

**MINUTES OF THE BOARD OF TRUSTEES' MEETING
January 21, 2020**

PRESENT

Members of the Board of Trustees:

T.J. Prendergast, III, President
Timothy Jemal, Vice President
James R. Wright, Clerk
Barbara J. Jay, Member
David B. Lang, Member
Marcia Milchiker, Member
Terri Whitt Rydell, Member
Martha Uriarte, Student Member

ABSENT

Administrative Officers:

Kathleen F. Burke, Chancellor
Robert Bramucci, Vice Chancellor, Technology and Learning Services
Ann-Marie Gabel, Vice Chancellor, Business Services
Kim Widdes, Acting Vice Chancellor, Human Resources
Elliot Stern, President Saddleback College
Cindy Vyskocil, Acting President Irvine Valley College

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

Members of the public may address the Board on items listed to be discussed in closed session. If you wish to address the board on a closed session item, please complete a yellow form entitled, "Request to Speak" and submit prior to the start of closed session. These forms are available outside the board room. Speakers are limited to two minutes each.

No public comments.

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

1.3 Public Employee Employment, Evaluation of Performance, Discipline, Dismissal, Release (Government Code Section 54957(b) and 594954.5(e).)

- A. Public Employee Discipline, Dismissal, Release (Government Code Section 54957(b).)

1.4 Conference with Labor Negotiators (Government Code Section 54957.6)

- A. Faculty Association (FA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Acting President - IVC

- B. Classified School Employees Association (CSEA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Acting President - IVC

- C. Police Officers Association (POA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Acting President - IVC

1.5 Conference with Real Property Negotiators (GC Section 54956.8)

- A. Exchange of Property

Agency Designated Negotiators: South Orange County Community College District - Ann-Marie Gabel, CPA, Vice Chancellor, Business Services (Seller), Andrew Bernstein, Jackson Tidus, (District Real Estate Legal Counsel) and Gregory G. Gotthardt, FTI Consulting, LLC (District Real Estate Consultant)

Lease of Property by District: Approximately 11.9 acres of real property located at 1610 Valencia Ave. and 1602 Victory Road Tustin, CA 92782 (Property) also known as the Advanced Technology & Education Park (ATEP site)

Negotiating Parties: Advantech Corporation

Under Negotiation: Instructions to designated negotiators will concern price and terms of payment for the ground lease of the identified Property.

1.6 Conference with Legal Counsel (Government Code Section 54956.9)

- A. Anticipated Litigation (Government Code Section 54956.9(d)(2).)

Significant exposure to litigation: 2 potential cases

- B. Existing Litigation (Government Code Section 54956.9 (d)(1).)

1 case

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

On a 7 to 0 vote, the board, in closed session, voted to issue a Notice of Rejection of Claim regarding claim #572939, pursuant to Government Code Section 913. The Governing Board further authorizes the Chancellor or her designee to issue any appropriate notices.

On a 7 to 0 vote, the board took action, in closed session, to discipline a classified administrator.

On a 7 to 0 vote, the board took action, in closed session, to accept a settlement agreement with a former classified employee pursuant to Government Code Section 54957.1(a)(3). Under the terms of the agreement, the former employee agreed to waive the right to contest disciplinary action and tendered resignation in exchange for three months of wages and benefits at the former rate.

2.2 Invocation

Led by Trustee Milchiker

2.3 Pledge of Allegiance

Led by Trustee Prendergast

2.4 Public Comments

Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. If you wish to address the board, please complete a yellow form entitled, "Request to Speak" and submit prior to the beginning of open session. These forms are available outside the board room. Speakers are limited to two minutes each.

No public comments.

3.0 REPORTS

3.1 Oral Reports: Speakers are limited to two minutes each.

A. Board Reports

B. [Chancellor's Report](#)

Written Report

C. [College Presidents' Reports \(Written Reports included in Section 8.0\)](#)

Irvine Valley College Written Report

Saddleback College Written Report

D. [Associated Student Government Reports](#)

E. [Board Request\(s\) for Reports](#)

4.0 DISCUSSION ITEMS

4.1 [SOCCCD: State and Federal Legislative Priorities 2020](#)

Presentation on the state and federal legislative priorities that will guide the District's advocacy efforts in 2020.

Item 4.1

Exhibit A

Letitia Clark, District Director, Public Affairs and Government Relations, presented a brief overview of the state and federal legislative priorities on behalf of the District.

Trustee Prendergast requested to advance item 6.1 for approval of the State and Federal Legislative Priorities document.

4.2 [SOCCCD: Speaker Fees Study](#)

Letitia Clark, District Director, Public Affairs and Government Relations, will give a brief presentation related to booking speakers for events in and outside the educational arena.

Item 4.2

Exhibits A-B

Trustee Prendergast requested to remove item 5.2, 5.3 and 5.7, Trustee Whitt Rydell requested to remove item 5.6, Trustee Jemal requested to remove item 5.13 for separate discussion and action.

On a motion made by Trustee Wright and seconded by Trustee Whitt Rydell, the balance of the consent calendar was approved on a 7 to 0 vote.

5.0 CONSENT CALENDAR ITEMS

All matters on the consent calendar are routine items and are to be approved in one motion unless a Board member requests separate action on a specific item, and states the compelling reason for separate action.

5.1 SOCCCD: Board of Trustees Meeting Minutes

Approve minutes of a Regular Meeting held on December 16, 2019.

[Item 5.1](#)
[Exhibit A](#)

5.2 SOCCCD: Resolutions

On a motion made by Trustee Milchiker and seconded by Trustee Jemal, Resolution in Support of Climate Change was approved on a 7 - 0 vote.

On a motion made by Trustee Milchiker and seconded by Trustee Wright, Resolution in Support of the Orange County School Board Association's encouragement to release mental health funding was approved on a 7 – 0 vote.

In Support of Climate Change and Sustainability Goals. (Exhibit A)

In Support of the Orange County School Board Association's (OCSBA) encouragement to release mental health funding (Proposition 63 2004) to educational institutions to increase access to mental health services for students as approved by the County Board of Supervisors. (Exhibit B)

[Item 5.2](#)
[Exhibits A-B](#)

5.3 Saddleback College and Irvine Valley College: Speakers

Dr. Bramucci announced that U.S. Immigration Law Group, LLP scheduled on January 31, 2020, was being pulled from the Irvine Valley College list of speakers and will be brought forward on a future board agenda.

On a motion made by Trustee Jemal and seconded by Trustee Jay, this item was approved as amended on a 7 - 0 vote.

Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.

[Item 5.3](#)
[Exhibit A](#)

5.4 Irvine Valley College: Curriculum Revisions for the 2020-2021 Academic Year

Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2020-2021 academic year, pursuant to Title 5, Section 53200 et seq.

[Item 5.4](#)
[Exhibit A](#)

5.5 SOCCCD: Irvine Valley College, Notices of Completion, Various Projects

Authorize filing the Notices of Completion for the ATEP IDEA building, 2019 Access Control Updates project at Irvine Valley College to Blue Violet Networks, LLC, for a contract total of \$106,034.72 and for the Health Center-Concession and New Parking Lot Phase 1A project at Irvine Valley College to P.H. Hagopian Contractor, Inc., with a current contract total of \$7,490,770 and a deductive change order of (\$122,998.26), for a revised contract total of \$7,367,772.22.

[Item 5.5](#)
[Exhibits A-B](#)

[5.6](#) [SOCCCD: Student Out of State Travel](#)

On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a 7 - 0 vote.

Approve the college student out of state travel for the participants, dates, locations and costs.

[Item 5.6](#)
[Exhibit A](#)

[5.7](#) [SOCCCD: Adopt Resolution No. 20-02 to Establish Student Representation Fee Fund](#)

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 7 – 0 vote.

Adopt Resolution No. 20-02 authorizing the establishment of the Student Representation Fee Fund 970.

[Item 5.7](#)
[Exhibit A](#)

5.8 SOCCCD: Declare Miscellaneous Furniture and Equipment as Surplus

Approve the sale, donation or disposal of surplus property and authorize the Executive Director of Procurement, Central Services and Risk Management to hire a private auction firm to conduct the auction, and/or donate, recycle or dispose of items.

[Item 5.8](#)
[Exhibit A](#)

5.9 SOCCCD: Transfer of Budget Appropriations

Ratify the transfer of budget appropriations as listed.

[Item 5.9](#)
[Exhibit A](#)

5.10 SOCCCD: Budget Amendment: Adopt Resolution No. 20-01 to Amend FY 2018-2019 Adopted Budget.

Adopt Resolution No. 20-01 to amend the FY 2019-2020 Adopted Budget as listed.

[Item 5.10](#)
[Exhibit A](#)

5.11 SOCCCD: November 2019 Change Orders/ Amendments.

Ratify the change orders and amendments as listed.

[Item 5.11](#)
[Exhibits A-D](#)

5.12 SOCCCD: Purchase Orders and Checks.

Ratify the purchase orders and checks as listed.

[Item 5.12](#)
[Exhibits A-C](#)

[5.13](#) [SOCCCD: Contracts.](#)

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a 7 - 0 vote.

Ratify contracts as listed.

[Item 5.13](#)
[Exhibits A-C](#)

6.0 GENERAL ACTION ITEMS

6.1 [SOCCCD: State and Federal Legislative Priorities 2020](#)

On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a 7-0 vote.

Approve state and federal legislative priorities that will guide the District's advocacy efforts in 2020.

[Item 6.1](#)
[Exhibit A](#)

6.2 [SOCCCD: CCCT Board of Directors Nominations](#)

Trustee Prendergast was nominated to serve on the CCCT Board of Directors.

On a motion made by Trustee Milchiker and seconded by Trustee Lang, this item was approved on a 6-0 vote with Trustee Prendergast abstaining.

Approve possible nomination(s) for transmittal to the CCCT office.

[Item 6.2](#)
[Exhibit A](#)

6.3 [SOCCCD: Budget Calendar FY 2020-2021](#)

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a 7 - 0 vote.

Approve the budget calendar for FY 2020-2021.

[Item 6.3](#)
[Exhibit A](#)

6.4 [SOCCCD: Saddleback College Advanced Technology and Applied Sciences \(ATAS\) Building Project, Division of the State Architect \(DSA\) Inspection Services Agreement, Knowland Construction Services](#)

On a motion made by Trustee Jemal and seconded by Trustee Jay, this item was approved on a 7 - 0 vote.

Approve the Division of the State Architect (DSA) Inspection Services agreement with Knowland Construction Services for the Saddleback College Advanced Technology and Applied Sciences (ATAS) Building project, in the amount of \$489,912 from January 22, 2020 through August 1, 2022.

Item 6.4
Exhibits A-B

6.5 SOCCCD: Master Services Agreement for Electronic and Hard Copy Transcript Services, Credentials Solutions, Incorporated

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 7 - 0 vote.

Approve the Master Services Agreement with Credentials Solutions Inc. for electronic and hard copy transcript services from February 1, 2020 to January 31, 2025.

Item 6.5
Exhibit A

6.6 SOCCCD: Board Policy Revision: BP-4015 Reasonable Accommodation(s) for Employees/Applicants, BP-4306 Academic Calendar, BP-5040 Withholding of Student Records, BP-5407 Financial Obligation Owed to the District, BP-6140 College Speakers

The board removed Board Policy 6140 – College Speakers, for further review and study.

On a motion made by Trustee Jay and seconded by Trustee Whitt Rydell, the remaining board policies were approved for review and study on a 7 - 0 vote.

Accept for review and study the board policies as listed.

Item 6.6
Exhibits A-E

6.7 SOCCCD: Board Policy Revision: BP-106 Board Elections, BP-3508 Public Safety Camera System, BP-4207 Payroll Period for Personnel

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a 7 - 0 vote.

Approve the board policies as listed.

Item 6.7
Exhibits A-C

6.8 SOCCCD: Academic Employee and Classified Administrator Personnel Actions - Regular Items

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a 7 - 0 vote.

Ratify New Personnel Appointments, Authorization to Eliminate Positions and/or Position Numbers, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund.

[Item 6.8](#)
[Exhibits A-B](#)

6.9 SOCCCD: Classified Personnel Actions - Regular Items

On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was approved on a 7 - 0 vote.

Ratify New Personnel Appointments, Authorization to Establish and Announce Classified Positions, Change of Status, Out of Class Assignments- for positions that are temporarily available due to leaves of absence, etc.

[Item 6.9](#)
[Exhibit A](#)

6.10 SOCCCD: Non-Bargaining Unit Personnel Action - Regular Items

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a 7 - 0 vote.

Ratify New Personnel Appointments, Volunteers.

[Item 6.10](#)
[Exhibit A](#)

6.11 SOCCCD: 2020 - 2021 Bonded Sabbatical Recommendations

On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a 7 - 0 vote.

Approve Faculty Sabbatical Leaves for the 2020 - 2021 Academic Year as recommended by the SOCCCD District-wide Sabbatical Committee.

[Item 6.11](#)
[Exhibit A](#)

6.12 SOCCCD: Adjustment to the California School Employees Association (CSEA) Salary Schedule

This item was pulled from the General Action items.

Approve the increase to the CSEA salary schedule for 2019 - 2020 and 2020 - 2021.

Item 6.12
Exhibits A-B

6.13 SOCCCD: Adjustment to the Police Officers Association (POA) Salary Schedule

A correction was made to the increased cost of the agreement with POA for the two-year remaining period. The correct cost is \$18,695.

On a motion made by Trustee Jay and seconded by Trustee Lang, this item was approved on a 7 - 0 vote.

Approve the increase to the POA salary schedule for 2019 - 2020 and 2020 - 2021.

Item 6.13
Exhibits A-B

7.0 **REPORTS**

7.1 SOCCCD: Staff Response to Public Comments from Previous Board Meeting

None

Item 7.1

7.2 Saddleback College and Irvine Valley College: Speakers

A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.

Item 7.2
Exhibit A

7.3 SOCCCD: Facilities Plan Status Report.

Status of current construction projects.

Item 7.3
Exhibit A

7.4 SOCCCD: Monthly Financial Status Report.

The reports display the adopted budget, revised budget and transactions through December 31, 2019

Item 7.4
Exhibit A

7.5 SOCCCD: Retiree (OPEB) Trust Fund.

Report for period ending November 30, 2019.

Item 7.5
Exhibit A

8.0 **REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS**

Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet. Speakers are limited to two minutes each.

- A. Saddleback College Academic Senate
- B. Irvine Valley College Academic Senate
- C. Faculty Association
- D. Vice Chancellor, Technology and Learning Services
- E. Vice Chancellor, Human Resources
- F. Vice Chancellor, Business Services

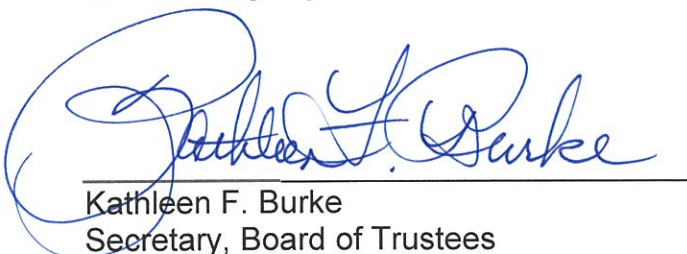
Written Report

- G. Irvine Valley College Classified Senate
- H. Saddleback College Classified Senate
- I. California School Employees Association
- J. Police Officers Association

9.0 **ADDITIONAL ITEMS**

ADJOURNMENT (or continuation of closed session if required): **9:00 P.M.**

The meeting adjourned at 8:50 p.m.



Kathleen F. Burke
Secretary, Board of Trustees

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Resolution

ACTION: Approval

Board Resolutions are presented as a formal recognition by the board honoring extraordinary achievements such as board service, national and/or state championships as well as to those who have provided honorable, extraordinary, lasting contributions to students, the community or education. In addition, the Board recognizes and adopts resolutions in support and promotion of programs, initiatives and policies designed to instill values associated with community and inclusion.

There is one resolution being submitted to the board for approval this month.

Resolution to Support Proposition 13: Public Preschool, K-12, and College Health and Safety Bond Act of 2020. (Exhibit A)

At the request and in support of Chancellor Eloy Oakley's office, the South Orange County Community College District (SOCCCD) Board of Trustees may consider a resolution to support Proposition 13 that would authorize \$15 billion in bonds for school and college facilities in California, including \$9 billion for preschool and K-12 schools (includes \$5.2 billion for modernization, \$2.8 billion for new construction, \$500 million for charter schools, and \$500 million for career technical education), \$4 billion for universities, and \$2 billion for community colleges.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

FEBRUARY 24, 2020

**Resolution to Support Proposition 13:
Public Preschool, K-12, and College Health and Safety Bond Act of 2020**

WHEREAS, the California Community College system is the largest postsecondary system of education in the world, enrolling approximately 2.1 million students each year; and

WHEREAS, California's 115 community colleges and 72 centers are located in nearly every community in the state, serving more than 70 percent of California's public postsecondary undergraduate students; and

WHEREAS, the primary mission of the California Community Colleges is to offer academic and vocational instruction, by granting certificates, associate degrees, and select Baccalaureate degrees, and providing transfer opportunities to four-year institutions; and

WHEREAS, the California Community College Chancellor's Office estimates unmet community college facilities needs of approximately \$29 billion over the next five years; and

WHEREAS, Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020, provides \$2 billion to community colleges for constructing new classrooms to accommodate growth, repairing health and safety issues, renovating facilities, and equipping learning spaces with essential technology; and

WHEREAS, the South Orange County Community College District has \$325,224,001 in facility need which may be partially funded by State matching funds; and

WHEREAS, the California unemployment rate is greater than the national unemployment rate; and

WHEREAS, 17,000 middle class jobs, including almost all building trades, are created for each \$1 billion in school facility infrastructure investments; and

WHEREAS, quality community college facilities enhance the education and training of a skilled 21st Century workforce, in furtherance of the State's academic and economic goals; and

WHEREAS, Proposition 13 will not raise State taxes, and state matching funds reduce the need for additional local property taxes for college facilities.

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of the South Orange County Community College District supports Proposition 13, the Public Preschool, K-12, and College Health and Safety Bond Act of 2020.

PASSED AND ADOPTED this 24th day of February, 2020, in the County of Orange, California

AYES:

NOES:

ABSENT:

ABSTAINED:

T.J. Prendergast III, Board President
South Orange County Community College District

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Irvine Valley College: Curriculum Revisions for the 2020-2021 Academic Year

ACTION: Approval

BACKGROUND

Irvine Valley College's (IVC) Curriculum Committee and Academic Senate review and approve curriculum on a regular basis. Subsequently, the curriculum is recommended to the college president or designee for approval.

STATUS

IVC proposes additions, revisions, and deletions to the curriculum of the College. Exhibit A includes new, revised, and deleted courses and programs that are recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of IVC for the 2020-2021 academic year pursuant to Title 5, Section 53200 et seq.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the proposed curriculum changes for the 2020-2021 academic year at IVC.

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Civil Computer-Aided Design Certificate of Proficiency

Civil computer aided design (CAD) is a rapidly growing segment of the technical job market. This certificate of proficiency is designed specifically to meet the needs of students wishing to transfer to a university civil or environmental engineering program or build a career in the lucrative civil computer-aided drafting field. The civil computer aided design certificate of proficiency is designed to give students a basic understanding of the terminology, methods, and analytical techniques which are required to accurately analyze survey data, model topography in 3D, edit and design civil structures, and draft architectural site plans. By completing this certificate of proficiency, students will be able to better meet both short and long term employment needs in several fields related to land development. The revised courses on the civil CAD certificate are highly articulated to UC, CSU, and CalPoly university courses and they are all structured to build a high degree of competency in this lucrative field.

Program Student Learning Outcomes

Upon successful completion of the Civil Computer-Aided Design COP, students should be able to:

- Students will be prepared for employment in the civil computer-aided design field by exhibiting fluency with industry standard drafting programs. Specific skills will include the ability to import and export raw topographic data, construct or import architectural objects, model 3D surfaces, add parcels and other basic land development features to terrain, and drafting working sets of drawings to industry standards in both 2D and 3D format.
- Students will be prepared to for employment in the civil CAD field and display standard working knowledge of terms and practices which are employed in the civil project management and drafting fields.
- Successful completion of certification exams for specific software platforms used in courses which require knowledge of civil engineering and land management practices.

Course ID	Title	Units
DR 203	Introduction to Architectural Drafting	3
ENGR 21	Introduction to Engineering and Technology	1
ENGR 23	Engineering Graphics and Descriptive Geometry	3
ENGR 25	3D Civil Computer-Aided Design	3
GEOG 12	Introduction to Geographic Information Systems	2
Total		12

Revised
Civil Computer-Aided Design Certificate of Proficiency

Civil computer aided design (CAD) is a rapidly growing segment of the technical job market. This certificate of proficiency is designed specifically to meet the needs of students wishing to transfer to a university civil or environmental engineering program or build a career in the lucrative civil computer-aided drafting field. The civil computer aided design certificate of proficiency is designed to give students a basic understanding of the terminology, methods, and analytical techniques which are required to accurately analyze survey data, model topography in 3D, edit and design civil structures, and draft architectural site plans. By completing this certificate of proficiency, students will be able to better meet both short and long term employment needs in several fields related to land development. The revised courses on the civil CAD certificate are highly articulated to UC, CSU, and CalPoly university courses and they are all structured to build a high degree of competency in this lucrative field.

Program Student Learning Outcomes

Upon successful completion of the Civil Computer-Aided Design COP, students should be able to:

- Students will be prepared for employment in the civil computer-aided design field by exhibiting fluency with industry standard drafting programs. Specific skills will include the ability to import and export raw topographic data, construct or import architectural objects, model 3D surfaces, add parcels and other basic land development features to terrain, and drafting working sets of drawings to industry standards in both 2D and 3D format.
- Students will be prepared to for employment in the civil CAD field and display standard working knowledge of terms and practices which are employed in the civil project management and drafting fields.
- Successful completion of certification exams for specific software platforms used in courses which require knowledge of civil engineering and land management practices.

Course ID	Title	Units
DR 103	Introduction to Architectural Drafting	3
ENGR 21	Introduction to Engineering and Technology	1
ENGR 23	Engineering Graphics and Descriptive Geometry	3
ENGR 25	3D Civil Computer-Aided Design	3
GEOG 12	Introduction to Geographic Information Systems	2
Total		12

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

Current

Natural Sciences and Mathematics Associate in Arts

The intent of this degree is to prepare students for careers and/or higher education in the natural sciences and mathematics, generally, or in specific disciplines within this broad designation. This degree includes training in the scientific method, the fundamental principles of natural science, and the analytical reasoning of mathematics. Emphases of courses for this degree include mathematics, physical and life science concepts, principles, theories, and laws. Some courses acquaint students with the methods of conducting scientific investigations in laboratory field settings through observation, while other courses require students to construct logical arguments, make valid inferences, and acquire quantitative skills essential to many other disciplines.

Program Student Learning Outcomes

Upon successful completion of the Natural Sciences and Mathematics AA, students should be able to:

- Demonstrate comprehension of chemical and biological reality by understanding how fundamental natural science principles underlie the huge variety of natural phenomena and their interconnectedness.
- Apply the scientific method to a concept/lab/current situation by demonstrating the ability to ask a relevant question, create a hypothesis that addresses the question, gather data using either experimentation and or observation, interpret the data and form a conclusion.
- Demonstrate knowledge of form, function, mechanism, organization, scale, hierarchy, diversity and evolution pertaining to the natural sciences.
- Inspect data and apply basic statistics to their analysis.

Course ID	Title	Units
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Complete a minimum of 18 units from the following courses, with at least one course taken in three different disciplines:

NOTE: For emphases in the sciences and math, a minimum of two courses must have a laboratory or field component. Students interested in pursuing their education in the sciences are advised to complete more laboratory and/or field courses

BIOLOGY:

BIO 1	The Life Sciences	3
	And	
BIO 1L	The Life Sciences Laboratory	1
BIO 2	Plant Biology	4
BIO 5	Animal Biology	4
BIO 6	Cellular Biology	3
BIO 6L	Cellular Biology Laboratory	1
BIO 10	Biochemistry for Health Sciences	4
BIO 15	General Microbiology	5
BIO 81	Integrated Biology: From DNA to Organisms	4
BIO 80	Integrated Biology: Organisms to Ecosystems	4
BIO 97	Genetics and Evolutionary Biology	3
BIO 99	Molecular Biology and Biochemistry	3

BIO 99L	Molecular Biology Laboratory	1
BIO 121	Human Anatomy and Physiology	4

CHEMISTRY:

CHEM 1A	General Chemistry I	5
	And	
CHEM 1B	General Chemistry II	5
CHEM 12A	Organic Chemistry	5
	And	
CHEM 12B	Organic Chemistry	5

COMPUTER SCIENCE:

CS 36	C Programming	3
CS 37	C++ Programming	3

EARTH SCIENCES:

ERTH 20	Introduction to Earth Science	4
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FIELD STUDIES AND RESEARCH:

BIO 13	Lab Research	2
BIO 19	Marine Biology	4
BIO 30	California Wildlife and Wildlands	3
BIO 101	Field Studies: Coastal Marine Ecosystems	1
BIO 103	Field Studies: Mountain Ecosystems	1
BIO 104	Field Studies: Desert Ecosystems	1
BIO 110	Field Biology: Ecology and Natural History of National Parks	4
BIO 110	Field Biology: Ecology and Natural History of National Parks	2
GEOG 102	Geography Field Studies: Western United States	2
GEO 140	Lab Research in Geological and Biological Sciences	1-5
GEO 170	Geology Field Studies: National Parks and Monuments	1
GEO 181	Geology Field Studies: Coastal and Offshore Geology	1
GEO 66	Geology Field Studies: Geology of California	1

GEOLOGY:

GEO 1	Physical Geology	4
GEO 2	Historical Geology	4
GEO 3	Geology of California	3

MATHEMATICS:

MATH 3A	Analytic Geometry and Calculus I	5
MATH 3B	Analytic Geometry and Calculus II	5
MATH 4A	Analytic Geometry and Calculus III	5
MATH 13	Introduction to Abstract Mathematics	4
MATH 24	Elementary Differential Equations	4
MATH 26	Introduction to Linear Algebra	4

MARINE SCIENCE:

MS 20	Introduction to Oceanography	4
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PHYSICS:

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NEW, REVISED AND DELETED PROGRAMS
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PHYS 2A	Introduction to Physics	4
	And	
PHYS 2B	Introduction to Physics	4
	Or	
PHYS 4A	General Physics	4
	And	
PHYS 4B	General Physics	4
PHYS 4C	General Physics	4
<hr/>		
Total		18

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IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

Revised

Emphasis in Natural Sciences Associate in Arts

The intent of this degree is to prepare students for careers and/or higher education in the natural sciences and mathematics, generally, or in specific disciplines within this broad designation. This degree includes training in the scientific method, the fundamental principles of natural science, and the analytical reasoning of mathematics. Emphases of courses for this degree include mathematics, physical and life science concepts, principles, theories, and laws. Some courses acquaint students with the methods of conducting scientific investigations in laboratory field settings through observation, while other courses require students to construct logical arguments, make valid inferences, and acquire quantitative skills essential to many other disciplines.

Program Student Learning Outcomes

Upon successful completion of the Emphasis in Natural Sciences AA, students should be able to:

- Demonstrate comprehension of chemical and biological reality by understanding how fundamental natural science principles underlie the huge variety of natural phenomena and their interconnectedness
- Apply the scientific method to a concept/lab/current situation by demonstrating the ability to ask a relevant question, create a hypothesis that addresses the question, gather data using either experimentation and or observation, interpret the data and form a conclusion.
- Demonstrate knowledge of form, function, mechanism, organization, scale, hierarchy, diversity and evolution pertaining to the natural sciences.
- Inspect data and apply basic statistics to their analysis.

Course ID	Title	Units
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Complete a minimum of 18 units from the following courses, with at least one course taken in three different disciplines:

NOTE: For emphases in the sciences and math, a minimum of two courses must have a laboratory or field component. Students interested in pursuing their education in the sciences are advised to complete more laboratory and/or field courses

BIOLOGY:

BIO 1	The Life Sciences	3
Or		
BIO 1H	The Life Sciences Honors	3
BIO 1	The Life Sciences	3
And		
BIO 1L	The Life Sciences Laboratory	1
BIO 1H	The Life Sciences Honors	3
And		
BIO 1L	The Life Sciences Laboratory	1
BIO 2	Plant Biology	4
BIO 3	Humans and the Biological World	3
BIO 5	Animal Biology	4
BIO 7	Statistics and Experimental Design for the	3

Biological and Health Sciences		
BIO 10	Biochemistry for Health Sciences	4
BIO 15	General Microbiology	5
BIO 16	Cellular Biology	4
BIO 19	Marine Biology	4
Or		
BIO 19H	Marine Biology Honors	4
BIO 21	Human Anatomy and Physiology	4
BIO 43	Being an Animal: The Science of Animal Behavior	3
BIO 44	Biology of Human Sexuality	3
BIO 55	Introduction to Ecology: Theory and Application	3
BIO 71	Stem Cells and Society	3
BIO 72	Human Genetics and Medicine	3
BIO 80	Integrated Biology: Organisms to Ecosystems	4
Or		
BIO 80H	Integrated Biology: Organisms to Ecosystems Honors	4
BIO 81	Integrated Biology: From DNA to Organisms	4
Or		
BIO 81H	Integrated Biology: From DNA to Organisms Honors	4
BIO 82	Genetics	4
BIO 83	Biochemistry and Molecular Biology	4
CHEMISTRY:		
CHEM 1A	General Chemistry I	5
CHEM 1B	General Chemistry II	5
CHEM 4	Introduction to General & Organic Chemistry & Biochemistry	5
CHEM 12A	Organic Chemistry	5
CHEM 12B	Organic Chemistry	5
COMPUTER SCIENCE:		
CS 36	C Programming	3
CS 37	C++ Programming	3
EARTH SCIENCES:		
ERTH 20	Introduction to Earth Science	4
FIELD STUDIES AND RESEARCH:		
BIO 4	Research Methods in the Biological Sciences	2
BIO 14	Advanced Research in Biological and Health Sciences	2
BIO 30	California Wildlife and Wildlands	3
BIO 101	Field Studies: Coastal Marine Ecosystems	1
BIO 102	Field Studies: Island Ecosystems	1
BIO 103	Field Studies: Mountain Ecosystems	1
BIO 104	Field Studies: Desert Ecosystems	1
BIO 105	Field Studies: Valley and Grassland Ecosystems	1
BIO 109	Field Studies: A 21st Century Look at the American West	2
GEOG 102	Geography Field Studies: Western United States	2
GEOG 170	Geology Field Studies: National Parks and Monuments	1
GEOG 181	Geology Field Studies: Coastal and Offshore	1

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	Geology	
GEOL 66	Geology Field Studies: Geology of California	1
GEOGRAPHY:		
GEOG 10	Introduction to Weather and Climate	3
	Or	
GEOG 10H	Introduction to Weather and Climate Honors	3
GEOLOGY:		
GEOL 1	Physical Geology	4
GEOL 2	Historical Geology	4
GEOL 3	Geology of California	3
GEOL 22	Earth History	4
GEOL 23	Natural Disasters	4
MARINE SCIENCE:		
MS 20	Introduction to Oceanography	4
MATHEMATICS:		
MATH 3A	Analytic Geometry and Calculus I	5
	Or	
MATH 3AH	Analytic Geometry and Calculus I Honors	5
MATH 3B	Analytic Geometry and Calculus II	5
	Or	
MATH 3BH	Analytic Geometry and Calculus II Honors	5
MATH 4A	Analytic Geometry and Calculus III	5
MATH 24	Elementary Differential Equations	4
	Or	
MATH 24H	Elementary Differential Equations Honors	4
MATH 26	Introduction to Linear Algebra	4
PHYSICS:		
PHYS 2A	Introduction to Physics	4
PHYS 2B	Introduction to Physics	4
PHYS 4A	General Physics	4
PHYS 4B	General Physics	4
PHYS 4C	General Physics	4

Total	18-22
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IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
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Current
English Associate in Arts for Transfer

The curriculum emphasizes the integration of reading and writing throughout its courses reflecting the faculty's belief that the study of language includes the study of culture. English students examine a broad range of topics within composition, creative writing, and literature. Upon completion of the Associate in Arts in English for Transfer (AA-T in English) students will be able to read, write, and think critically in producing essays and original work that demonstrates the craft of a given genre. Additionally, students will be able to interpret literary texts within their contexts, reflecting diversity in genre, historical period, and cultural expression. The proposed Associate in Arts in English for Transfer (AA-T in English) is designed to assist students in the seamless transferring to a CSU and complete a Bachelor's Degree in English.

Program Student Learning Outcomes

Upon successful completion of the English AA-T, students should be able to:

- **Literature:** Interpret literature critically and imaginatively, and respond in writing that is clear, exact, and expressive.
- Demonstrate through both speaking and writing how literature might embody and generate meaning, reflect and create culture, and engage the human imagination.
- Analyze the major types of literary expression as well as recurrent conventions, concerns, and values central to literature and to the understanding of literary texts and contexts.
- Possess knowledge of literary materials reflecting diversity in genre, historical period, cultural expression and non-canonical texts, including those of marginalized peoples and emergent cultures whose literature has traditionally been ignored.
- **Writing:** Demonstrate proficiency in essential, course-appropriate skills in reading, research, critical and creative problem solving, speaking, and writing in order to produce, within a literary genre, original work that demonstrates an understanding of both the writing process and the stylistic craft choices of the genre.

LIT 46	Intercultural Literature	3
WR 10	Introduction to Creative Writing	3
WR 11	Writing Short Fiction	3
WR 13	Writing Poetry	3

List C: Select one (3 units): Any course from List A or B not already used, or the following:

LIT 7	Survey of Children's Literature	3
LIT 24	Contemporary Literature	3
LIT 30	Introduction to the Novel	3
LIT 31	Introduction to Short Fiction	3
LIT 32	Introduction to Poetry	3
LIT 40	Introduction to the Hebrew Bible (Old Testament)	3
LIT 41	Introduction to the New Testament	3
LIT 43	Introduction to Shakespeare	3
LIT 45	Women in Literature	3
LIT 46	Intercultural Literature	3
LIT 48	Film and Literature	3
LIT 49	Popular Literature	3

Total 19

See next page

Course ID	Title	Units
Required Core:		
WR 2	College Writing 2-Critical Thinking, Writing	4
	Or	
WR 2H	College Writing 2- Critical Thinking, Writing Honors	4
LIT 1	Introduction to Literature	3

List A: Select two (6 units):

LIT 20	Survey of British Literature to 1776	3
LIT 21	British Literature from Blake to the Present	3
LIT 22	American Literature to Twain	3
LIT 23	American Literature: Twain to the Present	3

List B: Select one (3 units): Any course from List A not already used, or the following:

LIT 33	Introduction to Drama	3
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IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
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Revised
English Associate in Arts for Transfer

The curriculum emphasizes the integration of reading and writing throughout its courses reflecting the faculty's belief that the study of language includes the study of culture. English students examine a broad range of topics within composition, creative writing, and literature. Upon completion of the Associate in Arts in English for Transfer (AA-T in English) students will be able to read, write, and think critically in producing essays and original work that demonstrates the craft of a given genre. Additionally, students will be able to interpret literary texts within their contexts, reflecting diversity in genre, historical period, and cultural expression. The proposed Associate in Arts in English for Transfer (AA-T in English) is designed to assist students in the seamless transferring to a CSU and complete a Bachelor's Degree in English.

Program Student Learning Outcomes

Upon successful completion of the English AA-T, students should be able to:

- Literature: Interpret literature critically and imaginatively, and respond in writing that is clear, exact, and expressive.
- Demonstrate through both speaking and writing how literature might embody and generate meaning, reflect and create culture, and engage the human imagination.
- Analyze the major types of literary expression as well as recurrent conventions, concerns, and values central to literature and to the understanding of literary texts and contexts.
- Possess knowledge of literary materials reflecting diversity in genre, historical period, cultural expression and non-canonical texts, including those of marginalized peoples and emergent cultures whose literature has traditionally been ignored.
- Writing: Demonstrate proficiency in essential, course-appropriate skills in reading, research, critical and creative problem solving, speaking, and writing in order to produce, within a literary genre, original work that demonstrates an understanding of both the writing process and the stylistic craft choices of the genre.

LIT 46	Intercultural Literature	3
WR 10	Introduction to Creative Writing	3
WR 11	Writing Short Fiction	3
WR 13	Writing Poetry	3
WR 16	Writing Creative Nonfiction	3

List C: Select one (3 units) Any course from List A or B not already used, or the following:

LIT 7	Survey of Children's Literature	3
LIT 16	Survey in Contemporary Creative Nonfiction	3
LIT 24	Contemporary Literature	3
LIT 30	Introduction to the Novel	3
LIT 31	Introduction to Short Fiction	3
LIT 32	Introduction to Poetry	3
LIT 40	Introduction to the Hebrew Bible (Old Testament)	3
LIT 41	Introduction to the New Testament	3
LIT 43	Introduction to Shakespeare	3
LIT 45	Women in Literature	3
LIT 46	Intercultural Literature	3
LIT 48	Film and Literature	3
LIT 49	Popular Literature	3
WR 15	Introduction to Screenwriting for Film/TV	3

Total 19

Course ID	Title	Units
Required Core:		
WR 2	College Writing 2-Critical Thinking, Writing	4
	Or	
WR 2H	College Writing 2- Critical Thinking, Writing Honors	4
LIT 1	Introduction to Literature	3

List A: Select two (6 units):

LIT 20	Survey of British Literature to 1776	3
LIT 21	British Literature from Blake to the Present	3
LIT 22	American Literature to Twain	3
LIT 23	American Literature: Twain to the Present	3

List B: Select one (3 units) Any course from List A not already used, or the following:

LIT 33	Introduction to Drama	3
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IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

Current

English-Literature Associate in Arts

Students majoring in English at the lower division level concentrate on learning how to interpret literature critically and imaginatively, and how to write prose that is clear, exact, and expressive. Thus the major is appropriate for students who desire or require the ability to be closely attentive to language and to its ramifications. Students anticipating careers in law, education, communications, governmental affairs, and business may find the English major especially helpful. The wide versatility of the English major makes it generally appropriate for students whose career inclinations may be uncertain or indefinite, since the abilities one masters as an English major may be applied to a wide range of contexts and circumstances. The major is also designed for students intending upper division study in literature, criticism, or related fields. English majors at Irvine Valley College may elect an emphasis either in literature or in writing. In both cases, students should complete both Writing 1 and Writing 2 in fulfillment of language and rationality requirements within the general education package. The faculty recommends that English majors do not select a literature course to meet the humanities requirement for general education, but explore related subjects in the humanities that may be of interest to them.

Program Student Learning Outcomes

Upon successful completion of the English-Literature AA, students should be able to:

- Literature: Interpret literature critically and imaginatively, and respond in writing that is clear, exact, and expressive.
- Demonstrate through both speaking and writing how literature might embody and generate meaning, reflect and create culture, and engage the human imagination.
- Analyze the major types of literary expression as well as recurrent conventions, concerns, and values central to literature and to the understanding of literary texts and contexts.
- Possess knowledge of literary materials reflecting diversity in genre, historical period, cultural expression and non-canonical texts, including those of marginalized peoples and emergent cultures whose literature has traditionally been ignored.
- Writing: Demonstrate proficiency in essential, course-appropriate skills in reading, research, critical and creative problem solving, speaking, and writing in order to produce, within a literary genre, original work that demonstrates an understanding of both the writing process and the stylistic craft choices of the genre.

Complete 3 units from the following courses:

LIT 20	Survey of British Literature to 1776	3
LIT 21	British Literature from Blake to the Present	3
LIT 22	American Literature to Twain	3
LIT 23	American Literature: Twain to the Present	3
LIT 40	Introduction to the Hebrew Bible (Old Testament)	3
LIT 41	Introduction to the New Testament	3
LIT 43	Introduction to Shakespeare	3

Complete 3 units from the following courses:

LIT 30	Introduction to the Novel	3
LIT 31	Introduction to Short Fiction	3
LIT 32	Introduction to Poetry	3
LIT 33	Introduction to Drama	3

Complete 3 units from the following courses:

LIT 7	Survey of Children's Literature	3
LIT 24	Contemporary Literature	3
LIT 45	Women in Literature	3
LIT 48	Film and Literature	3
LIT 49	Popular Literature	3
WR 10	Introduction to Creative Writing	3
WR 11	Writing Short Fiction	3
WR 13	Writing Poetry	3
WR 15	Introduction to Screenwriting for Film/TV	3

Total	22
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See next page

Course ID	Title	Units
Required Core:		
WR 2	College Writing 2-Critical Thinking, Writing	4
	Or	
WR 2H	College Writing 2- Critical Thinking, Writing Honors	4
WR 10	Introduction to Creative Writing	3
LIT 1	Introduction to Literature	3
LIT 46	Intercultural Literature	3

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
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Revised

English-Literature Associate in Arts

Students majoring in English at the lower division level concentrate on learning how to interpret literature critically and imaginatively, and how to write prose that is clear, exact, and expressive. Thus the major is appropriate for students who desire or require the ability to be closely attentive to language and to its ramifications. Students anticipating careers in law, education, communications, governmental affairs, and business may find the English major especially helpful. The wide versatility of the English major makes it generally appropriate for students whose career inclinations may be uncertain or indefinite, since the abilities one masters as an English major may be applied to a wide range of contexts and circumstances. The major is also designed for students intending upper division study in literature, criticism, or related fields. English majors at Irvine Valley College may elect an emphasis either in literature or in writing. In both cases, students should complete both Writing 1 and Writing 2 in fulfillment of language and rationality requirements within the general education package. The faculty recommends that English majors do not select a literature course to meet the humanities requirement for general education, but explore related subjects in the humanities that may be of interest to them.

Program Student Learning Outcomes

Upon successful completion of the English-Literature AA, students should be able to:

- Literature: Interpret literature critically and imaginatively, and respond in writing that is clear, exact, and expressive.
- Demonstrate through both speaking and writing how literature might embody and generate meaning, reflect and create culture, and engage the human imagination.
- Analyze the major types of literary expression as well as recurrent conventions, concerns, and values central to literature and to the understanding of literary texts and contexts.
- Possess knowledge of literary materials reflecting diversity in genre, historical period, cultural expression and non-canonical texts, including those of marginalized peoples and emergent cultures whose literature has traditionally been ignored.
- Writing: Demonstrate proficiency in essential, course-appropriate skills in reading, research, critical and creative problem solving, speaking, and writing in order to produce, within a literary genre, original work that demonstrates an understanding of both the writing process and the stylistic craft choices of the genre.

Complete 3 units from the following courses:

LIT 20	Survey of British Literature to 1776	3
LIT 21	British Literature from Blake to the Present	3
LIT 22	American Literature to Twain	3
LIT 23	American Literature: Twain to the Present	3
LIT 40	Introduction to the Hebrew Bible (Old Testament)	3
LIT 41	Introduction to the New Testament	3
LIT 43	Introduction to Shakespeare	3

Complete 3 units from the following courses:

LIT 16	Survey in Contemporary Creative Nonfiction	3
LIT 30	Introduction to the Novel	3
LIT 31	Introduction to Short Fiction	3
LIT 32	Introduction to Poetry	3
LIT 33	Introduction to Drama	3

Complete 3 units from the following courses:

LIT 7	Survey of Children's Literature	3
LIT 24	Contemporary Literature	3
LIT 45	Women in Literature	3
LIT 48	Film and Literature	3
LIT 49	Popular Literature	3
WR 10	Introduction to Creative Writing	3
WR 11	Writing Short Fiction	3
WR 13	Writing Poetry	3
WR 15	Introduction to Screenwriting for Film/TV	3
WR 16	Writing Creative Nonfiction	3

Total 22

Course ID	Title	Units
Required Core:		
WR 2	College Writing 2-Critical Thinking, Writing	4
	Or	
WR 2H	College Writing 2- Critical Thinking, Writing Honors	4
WR 10	Introduction to Creative Writing	3
LIT 1	Introduction to Literature	3
LIT 46	Intercultural Literature	3

**IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021**

Current

English- Creative Writing Associate in Arts

Students majoring in English at the lower division level concentrate on learning how to interpret literature critically and imaginatively, and how to write prose that is clear, exact, and expressive. Thus the major is appropriate for students who desire or require the ability to be closely attentive to language and to its ramifications. Students anticipating careers in law, education, communications, governmental affairs, and business may find the English major especially helpful. The wide versatility of the English major makes it generally appropriate for students whose career inclinations may be uncertain or indefinite, since the abilities one masters as an English major may be applied to a wide range of contexts and circumstances. The major is also designed for students intending upper division study in literature, criticism, or related fields. English majors at Irvine Valley College may elect an emphasis either in literature or in creative writing. In both cases, students should complete both Writing 1 and Writing 2 in fulfillment of language and rationality requirements within the general education package. The faculty recommends that English majors do not select a literature course to meet the humanities requirement for general education, but explore related subjects in the humanities that may be of interest to them.

Program Student Learning Outcomes

Upon successful completion of the English-Creative Writing AA, students should be able to:

- Literature: Interpret literature critically and imaginatively, and respond in writing that is clear, exact, and expressive.
- Demonstrate through both speaking and writing how literature might embody and generate meaning, reflect and create culture, and engage the human imagination.
- Analyze the major types of literary expression as well as recurrent conventions, concerns, and values central to literature and to the understanding of literary texts and contexts.
- Possess knowledge of literary materials reflecting diversity in genre, historical period, cultural expression and non-canonical texts, including those of marginalized peoples and emergent cultures whose literature has traditionally been ignored.
- Writing: Demonstrate proficiency in essential, course-appropriate skills in reading, research, critical and creative problem solving, speaking, and writing in order to produce, within a literary genre, original work that demonstrates an understanding of both the writing process and the stylistic craft choices of the genre.

Complete 3 units from the following courses:

WR 11	Writing Short Fiction	3
WR 13	Writing Poetry	3
WR 14	Intermediate Poetry Writing	3
WR 15	Introduction to Screenwriting for Film/TV	3

Complete 3 units from the following courses:

LIT 30	Introduction to the Novel	3
LIT 31	Introduction to Short Fiction	3
LIT 32	Introduction to Poetry	3
LIT 33	Introduction to Drama	3

Complete 3 units from the following courses:

LIT 20	Survey of British Literature to 1776	3
LIT 21	British Literature from Blake to the Present	3
LIT 22	American Literature to Twain	3
LIT 23	American Literature: Twain to the Present	3
LIT 40	Introduction to the Hebrew Bible (Old Testament)	3
LIT 41	Introduction to the New Testament	3
LIT 43	Introduction to Shakespeare	3

Complete 3 units from the following courses:

LIT 7	Survey of Children's Literature	3
LIT 24	Contemporary Literature	3
LIT 45	Women in Literature	3
LIT 46	Ethnicity in Literature of the United States	3
LIT 48	Film and Literature	3
LIT 49	Popular Literature	3

Total	22
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See next page

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
Required Core:		
WR 2	College Writing 2-Critical Thinking, Writing	4
	Or	
WR 2H	College Writing 2- Critical Thinking, Writing Honors	4
WR 10	Introduction to Creative Writing	3
LIT 1	Introduction to Literature	3

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
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Revised

English- Creative Writing Associate in Arts

Students majoring in English at the lower division level concentrate on learning how to interpret literature critically and imaginatively, and how to write prose that is clear, exact, and expressive. Thus the major is appropriate for students who desire or require the ability to be closely attentive to language and to its ramifications. Students anticipating careers in law, education, communications, governmental affairs, and business may find the English major especially helpful. The wide versatility of the English major makes it generally appropriate for students whose career inclinations may be uncertain or indefinite, since the abilities one masters as an English major may be applied to a wide range of contexts and circumstances. The major is also designed for students intending upper division study in literature, criticism, or related fields. English majors at Irvine Valley College may elect an emphasis either in literature or in creative writing. In both cases, students should complete both Writing 1 and Writing 2 in fulfillment of language and rationality requirements within the general education package. The faculty recommends that English majors do not select a literature course to meet the humanities requirement for general education, but explore related subjects in the humanities that may be of interest to them.

Program Student Learning Outcomes

Upon successful completion of the English- Creative Writing AS, students should be able to:

- Literature: Interpret literature critically and imaginatively, and respond in writing that is clear, exact, and expressive.
- Demonstrate through both speaking and writing how literature might embody and generate meaning, reflect and create culture, and engage the human imagination.
- Analyze the major types of literary expression as well as recurrent conventions, concerns, and values central to literature and to the understanding of literary texts and contexts.
- Possess knowledge of literary materials reflecting diversity in genre, historical period, cultural expression and non-canonical texts, including those of marginalized peoples and emergent cultures whose literature has traditionally been ignored.
- Writing: Demonstrate proficiency in essential, course-appropriate skills in reading, research, critical and creative problem solving, speaking, and writing in order to produce, within a literary genre, original work that demonstrates an understanding of both the writing process and the stylistic craft choices of the genre.

Complete 3 units from the following courses:

WR 11	Writing Short Fiction	3
WR 13	Writing Poetry	3
WR 14	Intermediate Poetry Writing	3
WR 15	Introduction to Screenwriting for Film/TV	3
WR 16	Writing Creative Nonfiction	3

Complete 3 units from the following courses:

LIT 16	Survey In Contemporary Creative Nonfiction	3
LIT 30	Introduction to the Novel	3
LIT 31	Introduction to Short Fiction	3
LIT 32	Introduction to Poetry	3
LIT 33	Introduction to Drama	3

Complete 3 units from the following courses:

LIT 20	Survey of British Literature to 1776	3
LIT 21	British Literature from Blake to the Present	3
LIT 22	American Literature to Twain	3
LIT 23	American Literature: Twain to the Present	3
LIT 40	Introduction to the Hebrew Bible (Old Testament)	3
LIT 41	Introduction to the New Testament	3
LIT 43	Introduction to Shakespeare	3

Complete 3 units from the following courses:

LIT 7	Survey of Children's Literature	3
LIT 24	Contemporary Literature	3
LIT 45	Women in Literature	3
LIT 46	Ethnicity in Literature of the United States	3
LIT 48	Film and Literature	3
LIT 49	Popular Literature	3

Total 22

Course ID	Title	Units
Required Core:		
WR 2	College Writing 2-Critical Thinking, Writing	4
	Or	
WR 2H	College Writing 2- Critical Thinking, Writing Honors	4
WR 10	Introduction to Creative Writing	3
LIT 1	Introduction to Literature	3

IRVINE VALLEY COLLEGE
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Current
Geology Associate in Arts

Geology courses at Irvine Valley College provide academic instruction in basic geological concepts and theories, and provide a solid foundation for students' preparing for further academic study of the discipline. Introductory courses range from survey courses in earth science, to field geology courses that explore California and our national parks and monuments, to the study of natural hazards. More specialized courses examine the physical and biological evolution of the planet Earth, and rocks and minerals found in its crust. The curriculum also includes a wide range of popular field courses within California and other areas in western North America. The course requirements for a major in geology are intended to provide a solid foundation for a variety of student needs. Students pursuing the major may meet transfer requirements for a baccalaureate institution by completing the Associate in Arts in Geology. Students pursuing the major may meet transfer requirements for a four-year college or university; or they may complete an Associate in Arts degree in Geology. For those who intend to pursue upper-division or graduate study, introductory courses in the other sciences are recommended and are necessary in addition to the core courses required for the major. Career Options: Examples of careers in geology include the following: City or County Geologist; Engineering Geologist; Environmental Geologist; Exploration Geologist with an oil or mineral's company; Geology teacher.

Program Student Learning Outcomes

Upon successful completion of the Geology AA, students should be able to:

- Identify the major rock-forming minerals, and classify the three types of rocks.
- Locate and identify the major lithospheric plates and plate boundaries.
- Evaluate earthquake and volcanic activity on global and local scales, and relate this activity to plate tectonic processes.
- Possess knowledge of literary materials reflecting diversity in genre, historical period, cultural expression and non-canonical texts, including those of marginalized peoples and emergent cultures whose literature has traditionally been ignored.
- Identify and discuss the major evolutionary changes that define the divisions of the geologic time scale.

MATH 3AH	Analytic Geometry and Calculus I Honors	5
MATH 3B	Analytic Geometry and Calculus II	5
	Or	
MATH 3BH	Analytic Geometry and Calculus II Honors	5

Complete two of the following courses:

PHYS 2A	Introduction to Physics	4
	And	
PHYS 2B	Introduction to Physics	4
	Or	
PHYS 4A	General Physics	4
	And	
PHYS 4B	General Physics	4

Complete one of the following courses

GEOL 65	Geology Field Studies: Yosemite National Park	1
GEOL 169	Geology Field Studies: Zion National Park, Utah	1
GEOL 170	Geology Field Studies: National Parks and Monuments	1
GEOL 181	Geology Field Studies: Coastal and Offshore Geology	1
GEOL 66	Geology Field Studies: Geology of California	1

Recommended electives

GEOL 3	Geology of California	3
GEOL 23	Natural Disasters	4
ENGR 23	Engineering Graphics and Descriptive Geometry	3

Total 37

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Course ID	Title	Units
Complete the following courses		
CHEM 1A	General Chemistry I	5
CHEM 1B	General Chemistry II	5
GEOL 1	Physical Geology	4
	Or	
ERTH 20	Introduction to Earth Science	4
	Or	
MS 20	Introduction to Oceanography	4
GEOL 2	Historical Geology	4
MATH 3A	Analytic Geometry and Calculus I	5
	Or	

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

Revised
Geology Associate in Science

Geology courses at Irvine Valley College provide academic instruction in basic geological concepts and theories, and provide a solid foundation for students' preparing for further academic study of the discipline. Introductory courses range from survey courses in earth science, to field geology courses that explore California and our national parks and monuments, to the study of natural hazards. More specialized courses examine the physical and biological evolution of the planet Earth, and rocks and minerals found in its crust. The curriculum also includes a wide range of popular field courses within California and other areas in western North America. The course requirements for a major in geology are intended to provide a solid foundation for a variety of student needs. Students pursuing the major may meet transfer requirements for a baccalaureate institution by completing the Associate in Science in Geology. Students pursuing the major may meet transfer requirements for a four-year college or university; or they may complete an Associate in Science degree in Geology. For those who intend to pursue upper-division or graduate study, introductory courses in the other sciences are recommended and are necessary in addition to the core courses required for the major. Career Options: Examples of careers in geology include the following: City or County Geologist; Engineering Geologist; Environmental Geologist; Exploration Geologist with an oil or mineral's company; Geology teacher.

Program Student Learning Outcomes

Upon successful completion of the Geology AS, students should be able to:

- Identify the major rock-forming minerals, and classify the three types of rocks.
- Locate and identify the major lithospheric plates and plate boundaries.
- Evaluate earthquake and volcanic activity on global and local scales, and relate this activity to plate tectonic processes.
- Possess knowledge of literary materials reflecting diversity in genre, historical period, cultural expression and non-canonical texts, including those of marginalized peoples and emergent cultures whose literature has traditionally been ignored.
- Identify and discuss the major evolutionary changes that define the divisions of the geologic time scale.

	Or		
MATH 3AH	Analytic Geometry and Calculus I Honors	5	
MATH 3B	Analytic Geometry and Calculus II	5	
	Or		
MATH 3BH	Analytic Geometry and Calculus II Honors	5	
Complete two of the following courses:			
PHYS 2A	Introduction to Physics	4	
	And		
PHYS 2B	Introduction to Physics	4	
	Or		
PHYS 4A	General Physics	4	
	And		
PHYS 4B	General Physics	4	
Complete one of the following courses:			
GEOL 65	Geology Field Studies: Yosemite National Park	1	
GEOL 169	Geology Field Studies: Zion National Park, Utah	1	
GEOL 170	Geology Field Studies: National Parks and Monuments	1	
GEOL 181	Geology Field Studies: Coastal and Offshore Geology	1	
GEOL 66	Geology Field Studies: Geology of California	1	

Recommended electives:

GEOL 3	Geology of California	3
ENGR 23	Engineering Graphics and Descriptive Geometry	3

Total 37

Course ID	Title	Units
Complete the following courses:		
CHEM 1A	General Chemistry I	5
CHEM 1B	General Chemistry II	5
GEOL 1	Physical Geology	4
	Or	
ERTH 20	Introduction to Earth Science	4
	Or	
GEOL 23	Natural Disasters	4
MS 20	Introduction to Oceanography	4
GEOL 2	Historical Geology	4
MATH 3A	Analytic Geometry and Calculus I	5

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

Current

Health Sciences Associate in Arts

The Health Sciences Program is dedicated to offering a quality program that will meet the lifelong learning needs of our students and prepare them for transfer to a CSU or a UC in order for them to obtain their Bachelor of Science in Nursing or other allied health professions. An AA degree in the Health Sciences will prepare students for entry into certificate or technical training programs including: • Nursing • Biotechnology • Dental Assisting/Hygiene • Emergency Medical Technology • Paramedic Training • Laboratory Research • Physical Therapy Assistance • Medical Laboratory Technician • Pharmaceutical sales representative • Occupational therapy • Pharmacy • Vision Care • Radiology Technician Local and state regulations govern the licensing of nurses and other health professions. Eligibility for employment depends upon performance in competitive examinations as well as performance in education and experience levels. In general, any job which has its focus in helping to cure or prevent disease and/or ailment falls into this cluster of jobs. Students that earn the Associate of Arts in Health Sciences may find immediate work in the following fields: • Public relations • Long-term care facilities • Community organizations • Biotechnology research • State and Federal Health departments • Home Health Care Upon completion of the AA in Health Sciences, students will be able to: • Communicate scientific processes and ideas effectively in written and oral forms. • Demonstrate understanding of the mechanisms driving evolution. • Effectively apply current technology and scientific methodologies for problem solving. • Identify and explain relationships between form and function of biological structures at the molecular, cellular, organismal level. • Locate and evaluate various types of scientific information including primary research articles, mass media sources and World Wide Web information. • Recognize and apply basic ethical principles to biological practices and understand the role of scientists and biological science in society. • Demonstrate understanding of how organisms interact with one another and with their environment. • Demonstrate understanding of the fundamental biological processes of metabolism, homeostasis, growth, reproduction, development, genetics and whole organism physiology. • Apply the metric system using standard laboratory equipment to systematically collect, organize, interpret, and assess data in graphs, tables or figures then integrate the acquired knowledge to make informed judgments and conclusions. To earn an Associate in Arts in Health Sciences students must: • Complete 60 semester CSU or UC transferable units. • Obtain a minimum grade point average (GPA) of at least 2.0 in all CSU / UC transferable coursework. • Complete and obtain certification of the California State University General Education-Breadth pattern or the Intersegmental General Education Transfer Curriculum (IGETC for CSU) pattern. • Complete 20-21 major units listed below. All courses in the major must be completed with a grade of C or Better. A "P" (Pass) grade is not an acceptable grade for courses in the major. • Recommended prerequisite skills include eligibility for college writing and college algebra. Associate in Arts in Health Sciences Major Requirements: Complete the following core courses: Units BIO 11 Human Anatomy 4 BIO 12 Human Physiology 4 BIO 15 Microbiology 5 BIO 10 Biochemistry for Health Sciences 4 or CHEM 4 Introduction to General & Organic Chemistry & Biochemistry 5 Complete 3 units from among the following courses: BIO 71 Stem Cells and Society 3 BIO 72 Human Genetics and Medicine 3 SOC 1 –

Introduction to Sociology 3 or SOC 1H – Introduction to Sociology Honors 3 PSYC 1 – Introduction to Psychology 3 or PSYC 1H – Introduction to Psychology Honors 3 PSYC 10 – Statistical Methods in Behavioral Sciences 3 or PSYC 10H – Statistical Methods in Behavioral Sciences Honors 3 or MATH 10 – Introduction to Statistics 3 Total Major Units Required for Degree 20 -21

Program Student Learning Outcomes

Upon successful completion of the Health Sciences AA, students should be able to:

- Communicate scientific processes and ideas effectively in written and oral forms.
- Demonstrate understanding of the mechanisms driving evolution.
- Effectively apply current technology and scientific methodologies for problem solving.
- Identify and explain relationships between form and function of biological structures at the molecular, cellular, organismal level.
- Locate and evaluate various types of scientific information including primary research articles, mass media sources and World Wide Web information.
- Recognize and apply basic ethical principles to biological practices and understand the role of scientists and biological science in society.
- Demonstrate understanding of how organisms interact with one another and with their environment.
- Demonstrate understanding of the fundamental biological processes of metabolism, homeostasis, growth, reproduction, development, genetics and whole organism physiology.
- Apply the metric system using standard laboratory equipment to systematically collect, organize, interpret, and assess data in graphs, tables or figures then integrate the acquired knowledge to make informed judgments and conclusions.

Course ID	Title	Units
Complete the following courses		
BIO 11	Human Anatomy	4
BIO 12	Human Physiology	4
BIO 15	General Microbiology	5
BIO 10	Biochemistry for Health Sciences	4
Or		
CHEM 4	Introduction to General & Organic Chemistry & Biochemistry	5
Complete one of the following courses		
BIO 71	Stem Cells and Society	3
BIO 72	Human Genetics and Medicine	3
PSYC 1	Introduction to Psychology	3
Or		
PSYC 1H	Introduction to Psychology Honors	3
SOC 1	Introduction to Sociology	3

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

	Or		
SOC 1H	Introduction to Sociology Honors	3	
PSYC 10	Statistical Methods in the Behavioral Sciences	3	
	Or		
PSYC 10H	Statistical Methods in the Behavioral Sciences Honors	3	
	Or		
MATH 10	Introduction to Statistics	3	
<hr/>			
	Total	20-21	

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IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

Revised
Health Sciences Associate in Science

The Health Sciences Program is dedicated to offering a quality program that will meet the lifelong learning needs of our students and prepare them for transfer to a California State University or a University of California in order for them to obtain their Bachelor of Science in Nursing or other related allied health professions.

Program Student Learning Outcomes

Upon successful completion of the Health Sciences AA, students should be able to:

- Communicate scientific processes and ideas effectively in written and oral forms.
- Demonstrate understanding of the mechanisms driving evolution.
- Effectively apply current technology and scientific methodologies for problem solving.
- Identify and explain relationships between form and function of biological structures at the molecular, cellular, organismal level.
- Locate and evaluate various types of scientific information including primary research articles, mass media sources and World Wide Web information.
- Recognize and apply basic ethical principles to biological practices and understand the role of scientists and biological science in society.
- Demonstrate understanding of how organisms interact with one another and with their environment.
- Demonstrate understanding of the fundamental biological processes of metabolism, homeostasis, growth, reproduction, development, genetics and whole organism physiology.
- Apply the metric system using standard laboratory equipment to systematically collect, organize, interpret, and assess data in graphs, tables or figures then integrate the acquired knowledge to make informed judgments and conclusions.

SOC 1	Introduction to Sociology	3
	Or	
SOC 1H	Introduction to Sociology Honors	3
PSYC 10	Statistical Methods in the Behavioral Sciences	3
	Or	
PSYC 10H	Statistical Methods in the Behavioral Sciences Honors	3
	Or	
MATH 10	Introduction to Statistics	3

Total	20-21
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Course ID	Title	Units
Complete the following courses		
BIO 11	Human Anatomy	4
BIO 12	Human Physiology	4
BIO 15	General Microbiology	5
BIO 10	Biochemistry for Health Sciences	4
	Or	
CHEM 4	Introduction to General & Organic Chemistry & Biochemistry	5
Complete one of the following courses		
BIO 71	Stem Cells and Society	3
BIO 72	Human Genetics and Medicine	3
PSYC 1	Introduction to Psychology	3
	Or	
PSYC 1H	Introduction to Psychology Honors	3

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

New

Law, Public Policy, and Society Associate in Art for Transfer

Law, Public Policy and Society is a broad and interdisciplinary program designed to enhanced student knowledge and understanding of a variety of topics such as Law, Administration of Justice, Business, Communication, Economics, Political Science, Public Policy, and Diversity. The Associate in Arts in Law, Public Policy and Society for Transfer is designed to prepare students for a seamless transfer into the CSU system to complete a baccalaureate degree in Law, Public Policy and Society. The program prepares students for law school and/or entrance into state, local, and federal government careers upon completion of the bachelor's degree.

Program Student Learning Outcomes

Upon successful completion of the Law, Public Policy, and Society, students should be able to:

- Analyze concept in Law, Administration of Justice, Business, Communication, Economics, Political Science, Public Policy, and Diversity.
- Evaluate diverse viewpoints related to the human experience.
- Create evidence-based arguments.

Course ID	Title	Units
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Required Core - Complete the Following:

PHIL 2	Introduction to Ethics	3
WR 1	College Writing 1	4
	Or	
WR 1H	College Writing 1 Honors	4

Required Core- Select One:

AJ 2	Introduction to Administration of Justice	
AJ 4	Criminal Law I	3
AJ 6	Criminal Procedures	3
MGT 12A	The Legal Environment of Business	3
MGT 12AH	The Legal Environment of Business Honors	3

Required Core- Select One:

COMM 1	Communication Fundamentals	3
COMM 1H	Communication Fundamentals Honors	3
COMM 3	Argumentation and Debate	3
COMM 10	Group Dynamics and Leadership	3

Required Core- Select One:

COMM 2	Persuasion	3
COMM 3	Argumentation and Debate	3
PHIL 3	Introduction to Logic	3
WR 2	College Writing 2- Critical Thinking, Writing	4
	Or	
WR 2H	College Writing 2- Critical Thinking, Writing Honors	4

Required Core- Select One:

BIO 7	Statistics and Experimental Design for the	3
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ECON 10	Biological and Health Sciences Statistics for Business and Economics	3
	Or	
ECON 10H	Statistics for Business and Economics Honors	3
	Or	
MGT 10	Statistics for Business and Economics	3
	Or	
MGT 10H	Statistics for Business and Economics Honors	3
	Or	
PSYC 10	Statistical Methods in the Behavioral Sciences	3
	Or	
PSYC 10H	Statistical Methods in the Behavioral Sciences Honors	3

Required Core- Select One:

HIST 20	American History Through the Civil War	3
HIST 21	American History Since the Civil War	3

Required Core- Select One:

PS 1	American Government	3
PS 1H	American Government Honors	3

LIST A: Select a minimum of six units from two of the areas listed below. (Note: Courses must not have been used above.)

Area 1: Administrative of Justice/Criminal Justice/Criminology

AJ 2	Introduction to Administration of Justice	3
AJ 3	Introduction to Evidence	3
AJ 4	Criminal Law I	3
AJ 5	Police Community Relations	3
AJ 8	Juvenile Law and Procedures	3
AJ 19	Introduction to Corrections	3

Area 2: Business

MGT 12A	The Legal Environment of Business	3
	Or	
MGT 12AH	The Legal Environment of Business Honors	3

Area 3: Economics

ECON 1	Principles of Economics-Micro	3
	Or	
ECON 1H	Principles of Economics-Micro Honors	3
ECON 2	Principles of Economics-Macro	3
	Or	
ECON 2H	Principles of Economics-Macro Honors	3

Area 4: Political Science

PS 4	Introduction to Political Science	3
PHIL 5	Political Philosophy	3
	Or	
PS 5	Political Philosophy	3

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IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

PS 12	Comparative Politics	3	PS 167	Cooperative Work Experience: Political Science	4
	Or				
PS 12H	Comparative Politics Honors	3			
PS 14	International Relations	3		Total	31-34.5
	Or				
PS 14H	International Relations Honors	3			
Area 5: Public Policy					
ETHN 10	Introduction to Ethnic Studies	3			
GLBL 1	Introduction to Global Studies	3			
GLBL 2	Introduction to Global Issues	3			
HLTH 6	Health and Social Justice	3			
Area 6: Diversity					
ANTH 2	Cultural Anthropology	3			
	Or				
ANTH 2H	Cultural Anthropology Honors	3			
ETHN 10	Introduction to Ethnic Studies	3			
GEOG 2	Cultural Geography	3			
GS 10	Introduction to Women, Gender, and Sexuality Studies	3			
GS 20	Gender and Contemporary Society	3			
SOC 19	The Sociology of Sex and Gender	3			
SOC 20	Race and Ethnic Group Relations	3			
	Or				
SOC 20H	Race and Ethnic Group Relations	3			
Area 7: College Success					
COUN 1	Academic Planning	1.5			
COUN 6	Academic, Career and Life Success	3			
	Or				
COUN 6H	Academic, Career and Life Success Honors	3			
COUN 10	Introduction to College Study Skills	3			
Area 8: Internship/Fieldwork					
AJ 168	Cooperative Work Experience: Administration of Justice	1			
AJ 168	Cooperative Work Experience: Administration of Justice	2			
AJ 168	Cooperative Work Experience: Administration of Justice	3			
AJ 168	Cooperative Work Experience: Administration of Justice	4			
ECON 167	Cooperative Work Experience-Economics	1			
ECON 167	Cooperative Work Experience-Economics	2			
ECON 167	Cooperative Work Experience-Economics	3			
ECON 167	Cooperative Work Experience-Economics	4			
LGL 168	Cooperative Work Experience: Paralegal Studies	1			
LGL 168	Cooperative Work Experience: Paralegal Studies	2			
LGL 168	Cooperative Work Experience: Paralegal Studies	3			
LGL 168	Cooperative Work Experience: Paralegal Studies	4			
PS 167	Cooperative Work Experience-Political Science	1			
PS 167	Cooperative Work Experience-Political Science	2			
PS 167	Cooperative Work Experience-Political Science	3			

IRVINE VALLEY COLLEGE
NEW, REVISED AND DELETED PROGRAMS
ACADEMIC YEAR 2020-2021

New

Stage Management Certificate of Achievement

This Certificate of Achievement is for students looking to acquire the basic skills necessary to begin a career as a stage manager in the broad-based field of live entertainment. Students learn the fundamentals of rehearsal procedures, union contracts, production organization, and performance procedures. In addition, students gain experience by participating in live productions at IVC's Performing Arts Center. The program includes placement in an internship with local live entertainment companies. Students completing this certificate can pursue work as stage managers, assistant stage managers, and production assistants with employers such as regional theaters, theme parks, convention centers, concert producers, opera companies, dance companies, cruise ships, and cirque troupes. However, specific entry level employment opportunities may require additional education or experience. Some courses in this major require students to audition for placement or submit an application.

Program Student Learning Outcomes

Upon successful completion of the Stage Management COA, students should be able to:

- Successfully manage the planning, rehearsal and performance of a live event.

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
Required Core		7
TA 51	Stage Management Practicum	1
TA 52	Stage Management Seminar	3
TA 53	Advanced Stage Management	3
Internship		1-3
TA 168	Cooperative Work Experience: Live Entertainment	1
TA 168	Cooperative Work Experience: Live Entertainment	2
TA 168	Cooperative Work Experience: Live Entertainment	3
Electives		6
TA 1	Acting	3
TA 40	Introduction to Theatre Design	3
TA 54	Special Topics in Stage Management	3
Production Shop and Back Stage Crew		2-4
TA 71	Costume Sewing	1
TA 72	Costume Sewing and Production	2
TA 73	Costume Sewing, Production, and Wardrobe	3
TA 74	Scene Shop Basics	1
TA 75	Scenic Production Practicum	2
TA 76	Scenic Production and Performance Practicum	3
TA 61	Theater Crew: Scenic	1
TA 62	Theater Crew: Costume	1
TA 63	Theater Crew: Lighting	1
TA 64	Theater Crew: Audio/Video	1
TA 65	Theater Crew: Make-Up	1

Total 16-20

**IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED COURSES
ACADEMIC YEAR 2020-2021**

**Exhibit A
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Action Taken Code	Action Taken Description
assign	assignments
c/ l w/	cross-listed with (and list the other course id)
cat desc	catalog description
coreq	corequisite
crs id	course prefix and/or number
dc	delete course
dv	delete version of course
gr opt	grading option
hrs	hours
lim	limitation
lrng obj	learning objectives
moe	methods of evaluation
nc	new course
nv	new version of existing course
oe/oe	open entry/open exit
pcs	program course status
prereq	prerequisite
reactv	course reactivation
rec prep	recommended prep
rpt	repeatability
SAM code	occupational code (A = apprenticeship, B = advanced occupational, C = clearly occupational, D = possibly occupational, E = non-occupational)
sch desc	schedule description
SLOs	student learning outcomes
sr	scheduled review is for courses that are scheduled for review and there are no revisions
ti	titles
TOP code	numerical classification code used to assign programs and courses to disciplines
tps	topics
txt	text-required for all courses numbered 1-299
un	units
val	validation

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED COURSES
ACADEMIC YEAR 2020-2021

Exhibit A
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School	Catalog Id	Course Id	Abbreviated Course Title	Action Taken
Arts	14440.00	DNCE 72	Aerial, Acrobatic, Partnering Techniques I	tl, cat desc, sch desc, tps, SLOs, lrng obj, assign, txt
	14866.00	DNCE 76	Aerial, Acrobatic, Partnering Techniques III	nc
	14860.00	DNCE 79	Aerial, Acrobatic, Partnering Techniques IV	nc
	14862.00	DNCE 274	Aerial, Acrobatic, Partnering Techniques II	nc
	4750.05	MUS 3	Harmony I	cat desc, sch desc, tps, SLOs, lrng obj, moe, assign, txt
	4755.05	MUS 4	Harmony II	cat desc, sch desc, tps, SLOs, lrng obj, moe, assign, txt
	4760.05	MUS 5	Harmony III	cat desc, sch desc, tps, SLOs, lrng obj, moe, assign, txt
	4765.05	MUS 6	Harmony IV	cat desc, sch desc, tps, SLOs, lrng obj, moe, assign, txt
	4890.15	MUS 40	Wind Symphony	cat desc, tps, txt
	10481.05	MUS 42	Symphony Orchestra	SLOs, txt
	10494.05	MUS 44	Guitar Ensemble	lim
	4910.15	MUS 46	Jazz Ensemble	txt
	5000.00	MUS 53	Applied Music Performance Workshop	sch desc, SLOs, tps, assign, txt
	6440.20	TA 17	Rehearsal and Performance: Mixed Genres	SLOs, tps, txt
	6440.10	TA 17A	Introduction to Rehearsal and Performance: Mixed Genres	SLOs, txt
	6445.15	TA 198	Continuation of Rehearsal and Performance: Musical Theatre	SLOs, lrng obj, txt
BS	1850.45	CIM 115	Databases	txt
	14541.00	CIM 168	Cooperative Work Experience: Computer Information Management	gr opt, oe/oe, rpt, assign, txt
	14541.20	CIM 168	Cooperative Work Experience: Computer Information Management	gr opt, oe/oe, rpt, assign, txt
	14541.30	CIM 168	Cooperative Work Experience: Computer Information Management	gr opt, oe/oe, rpt, assign, txt
	14541.40	CIM 168	Cooperative Work Experience: Computer Information Management	gr opt, oe/oe, rpt, assign, txt
	4400.05	ENTR 160	Entrepreneurship: Managing Your Business	txt
	14369.00	ENTR 241	The Successful Business Plan	txt
	14425.00	LGL 11	Administrative Law	SLOs, txt
	14455.00	LGL 21	Social Media and the Law	SLOs, txt
	14346.00	LGL 210	Intellectual Property	txt
HUM	14287.00	LGL 213	Legal Ethics	SLOs, moe, txt
	14460.00	LGL 220	Family Law	cat desc, sch desc, tps, SLOs, moe, txt
	11016.00	HIST 2	The History of World Civilizations Since 1500	txt
	3576.00	HIST 11	The West and the World Since the renaissance	txt
	6304.00	HIST 20	American History Through the Civil War	txt
	3605.00	HIST 21	American History Since the Civil War	txt
	3615.00	HIST 24	America After the Bomb: 1945 to the Present	txt
	14431.00	HIST 30	History of Ethnicity and Culture in the United States	txt
	9132.00	HIST 33	The History of the Mexican American People	tps, lrng obj, moe, assign, txt
	3467.00	HIST 40	The History of East Asia Before 1800	txt
	3469.00	HIST 41	The History of East Asia Since 1800	txt
	3650.00	HIST 51	Women in American History	txt
	3650.05	HIST 51H	Women in American History Honors	txt
	4201.00	LIT 1	Introduction to Literature	assign
	4203.00	LIT 21	British Literature from Blake to the Present	prereq, sch desc
	14809.00	LIT 42	The Bible as Literature	nc
	5262.00	PHIL 2	Introduction to Ethics	rec prep
	5265.00	PHIL 3	Introduction to Ethics	cat desc, rec prep, txt
	5285.00	PHIL 10	Ancient Philosophy	rec prep, sch desc
IDEA	5287.00	PHIL 11	Modern Philosophy	rec prep, txt
	14853.00	WR 17	Intermediate Screenwriting	nc
	14728.00	ELEC 209	Electrical Safety Fundamentals	nc
	14861.00	ENGR 70L	Network Analysis Laboratory I	nc
KAH	5605.00	KNEA 1	Adapted Personalized Fitness	SLOs, lrng obj, assign, txt
	5605.15	KNEA 1	Adapted Personalized Fitness	hrs, SLOs, tps, lrng obj, assign, txt
	14750.00	KNES 1	Introduction to Sports Management	nc
	14646.00	KNES 98	Sports Appreciation	cat desc, sch desc, tps, SLOs, lrng obj, moe, assign

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED COURSES
ACADEMIC YEAR 2020-2021

Exhibit A
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School	Catalog Id	Course Id	Abbreviated Course Title	Action Taken
LLR	10635.20	ESL 382	Advanced Conversation	nc
	6140.00	SPAN 1	Beginning Spanish I Honors	SLOs, txt
	6140.15	SPAN 1H	Beginning Spanish I Honors	sch desc, tps, SLOs, txt
	6160.00	SPAN 3	Intermediate Spanish I	tps, SLOs, txt
	6165.00	SPAN 4	Intermediate Spanish II	tps, SLOs, txt
	6170.00	SPAN 10	Intermediate Conversational Spanish	tps, SLOs, assign, txt
LS	14854.00	SIGN 15	American Deaf Culture	nc
	14825.00	LIB 20H	Advanced Research and Information Competency	nc
	14213.00	LIB 112	Information Competency-Internet Searching	SLOs, txt
MCS	3489.00	MATH 26	Introduction to Linear Algebra	tps, SLOs,
	14864.00	MATH 254	Intermediate Algebra for BSTEM	nc
	14801.00	MATH 347	Skills for Trigonometry	cat desc, sch desc, SLOs
	14799.00	MATH 387	Skills for College Algebra	cat desc, sch desc, SLOs
PST	14863.00	CHEM 1AH	General Chemistry 1 Honors	nc
	5645.00	PHYS 4A	General Physics	prereq, rec prep, SLOs, tps, lrng obj, assign, txt
	5650.00	PHYS 4B	General Physics	prereq, SLOs, txt
	5660.00	PHYS 4C	General Physics	prereq, SLOs, tps, assign, txt
	11123.00	AJ 168	Cooperative Work Experience: Administration of Justice	gr opt, oe/oe, rpt, assign, txt
SBS	11123.20	AJ 168	Cooperative Work Experience: Administration of Justice	gr opt, oe/oe, rpt, assign, txt
	11123.30	AJ 168	Cooperative Work Experience: Administration of Justice	gr opt, oe/oe, rpt, SLOs, assign, txt
	11123.40	AJ 168	Cooperative Work Experience: Administration of Justice	gr opt, oe/oe, rpt, SLOs, assign, txt
	2100.00	ECON 1	Principles of Economics-Micro	tps, moe, assign, txt
	2100.05	ECON 1H	Principles of Economics-Micro Honors	tps, assign, txt
	2105.00	ECON 2	Principles of Economics-Macro	prereq, moe, assign, txt
	2105.05	ECON 2H	Principles of Economics-Macro Honors	prereq, SLOs, moe, txt
	10738.00	ECON 13	Global Economics	txt
	10740.00	ECON 105	Personal Financial Planning	tps, lrng obj, txt
	3730.00	HD 101	Observation and Assessment of Young Children	txt
	3750.00	HD 110	Principles and Practices of Teaching Young Children	txt
	13222.00	HD 130	Teaching in a Diverse Society	SLOs, txt
	3780.00	HD 145	Language and Literacy Foundations	cat desc, sch desc, rec prep, tps, lrng obj, moe, assign, txt
	11117.00	HD 161	Principles of Adult Supervision in Early Childhood Programs	txt
	3810.00	HD 181	Practicum: Early Childhood Programs	tps, lrng obj, txt
	3820.00	HD 191	Administration of Schools for Young Children-Budget/Management	txt
	13224.00	HD 253	Challenging Behaviors in School Age Children	cat desc, sch desc, tps, SLOs, lrng obj, moe, txt
	8971	HD 266	Program Planning for School-Age Children	cat desc, sch desc, hrs, tps, SLOs, lrng obj, assign, txt
	3600	SOC 20	Race and Ethnic Group Relations	txt
	14865.00	SOC 20H	Race and Ethnic Group Relations Honors	nc

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Irvine Valley College Accessibility Upgrades, Phase 1 Project, Notice of Completion, Leonida Builders, Inc.

ACTION: Approval

BACKGROUND

On April 22, 2019, the Board of Trustees approved an agreement with Leonida Builders, Inc. for the Irvine Valley College (IVC) Accessibility Upgrades, Phase 1 project, in the amount of \$550,000. At this February board meeting, staff recommends the Board of Trustees ratify Change Order No. 01 increasing the contract amount by \$1,544.76, for a revised contract total of \$551,544.76 and extending the agreement by 153 days.

STATUS

Contract work is complete. Staff recommends filing a Notice of Completion (EXHIBIT A) for the IVC Accessibility Upgrades, Phase 1 project.

Basic aid, state scheduled maintenance and college general funds were used with an approved project budget of \$871,644.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees authorize filing the Notice of Completion for the Irvine Valley College Accessibility Upgrades, Phase 1 project to Leonida Builders, Inc., for a final contract amount of \$551,544.76. It is also recommended that the Board of Trustees authorize the release of retention 35 days after filing.

Recording Requested
By and Mail to:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, California 92692
Attn: Facilities Planning

EXEMPT PER GOVERNMENT CODE 27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, as Owner with vested title in the property hereinafter described, caused improvements to be made to said property to wit: ACCESSIBILITY UPGRADES, PHASE 1 project at IRVINE VALLEY COLLEGE, the contract for the doing of which was heretofore entered into the 29th day of April 2019, which contract was made with LEONIDA BUILDERS, INC, as Contractor; that said improvements were completed on the 8th day of January 2020, and accepted by formal action of the governing board of said District on the 24th day of February 2020, that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is GREAT AMERICAN INSURANCE COMPANY; that the property hereinafter referred to and on which said improvements were made is described as follows:

IRVINE VALLEY COLLEGE
5500 IRVINE CENTER DRIVE
IRVINE, CA 92618

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT OF ORANGE COUNTY, CA

By _____
Ann-Marie Gabel
Vice Chancellor, Business Services

Dated _____

A notary public or other office completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Orange

Subscribed and sworn to (or affirmed) before me

on this _____ day of _____, 20 ____

by _____
Ann-Marie Gabel
(Name of Signer)

proved to me on the basis of satisfactory evidence
to be the person(s) who appeared before me.

Signature _____
Signature of Notary Public

(Seal)

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Saddleback College and Irvine Valley College: Community Education, Summer 2020

ACTION: Approval

BACKGROUND

The South Orange County Community College District is known for offering high-quality, non-credit programs and fee-based classes. Saddleback College and Irvine Valley College perform an important service and fulfill a vital part of their mission by offering these courses and programs through Community Education. The Community Education programs, presenters, and accompanying compensation require the approval of the Board of Trustees.

STATUS

A variety of educational and recreational events have been planned by Saddleback College and Irvine Valley College Community Education to serve the community during the Summer Session 2020. Expenses for conducting these courses will be paid by the income from participant fees. Exhibit A lists the Saddleback College course offerings, presenters, and compensation. Exhibit B is the Irvine Valley College list of course offerings, presenters, and compensation.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Community Education courses, presenters, and compensation as presented in Exhibits A and B.

Item Submitted By: *Dr. Elliot Stern, President, Saddleback College and
Dr. Cindy Vyskocil, Acting President, Irvine Valley College*

South Orange County Community College District
SADDLEBACK COLLEGE

EXHIBIT A
1 of 6

COMMUNITY EDUCATION NOT-FOR-CREDIT/FEE-BASED PROGRAM - Summer 2020

PROGRAM	ACTIVITY TITLE	DATES	TRAINER	HONORARIA	FEE
Adult	iA Conversar! Basic Spanish Conversation	5/1 - 10/1	Manuel Espinosa (E)	40% Net	\$120
	52 Essential Conversations to Have with Your Tweens and Teens	5/1 - 10/1	Mind Brain Parenting (I)	40% Net	\$39
	Acrylic/Oil Painting Workshop	5/1 - 10/1	Sansanee Boonyad (E)	40% Net	\$147
	Adult ADHD Crash Course: ADHD 101	5/1 - 10/1	Natalia van Rikxoort (E)	40% Net	TBA
	Advanced Selling on eBay	5/1 - 10/1	Frances Greenspan (E)	40% Net	\$65
	Become a Live Scan Fingerprint Roller/Operator	5/1 - 10/1	livescanclasses.com (I)	40% Net	\$349
	Become A Professional Organizer	5/1 - 10/1	Nancy Miller (E)	40% Net	\$39
	Beginning and Intermediate Watercolor Workshop	5/1 - 10/1	Sansanee Boonyad (E)	40% Net	\$168
	Beginning Blues Harmonica	5/1 - 10/1	David Broida (E)	40% Net	\$49
	Beginning Guitar	5/1 - 10/1	Ron Gorman (E)	40% Net	\$99
	Beginning Ukulele	5/1 - 10/1	Ron Gorman (E)	40% Net	\$100
	Beyond Beginning Ukulele	5/1 - 10/1	Ron Gorman (E)	40% Net	\$100
	Blogging for Fun and Profit	5/1 - 10/1	Bob Cohen (I)	40% Net	\$39
	Botanicals Watercolor Workshop	5/1 - 10/1	Corinne Haig (E)	40% Net	\$168
	CBEST - California Basic Educational Skills Test	5/1 - 10/1	BTPS Testing Sandra Edwards (I)	40% Net	\$355
	College Essay Boot Camp	5/1 - 10/1	Meredith Ritner (E)	40% Net	TBA
	Community (HOA) Leadership Training Program	5/1 - 10/1	Community Associations Institution (I)	40% Net	\$75
	Create Your Own Beautiful, Living Succulent Arrangement	5/1 - 10/1	Robert Farnsworth (E)	40% Net	TBA
	Creating Lasting Memories with Your Smart Phone	5/1 - 10/1	Mike Pourarian (E)	40% Net	TBA
	Creative Calligraphy: English Round-Hand	5/1 - 10/1	Victoria Kibildis (E)	40% Net	\$185
	Creative Digital Portrait Photography	5/1 - 10/1	Laura Hoffman (E)	40% Net	\$168
	Dance Classes for Adults	5/1 - 10/1	Bumpin' Ballroom (I)	40% Net	\$59
	Discover Photography: Part 1	5/1 - 10/1	Laura Hoffman (E)	40% Net	\$135
	Discover Photography: Part 2	5/1 - 10/1	Laura Hoffman (E)	40% Net	\$168
	Drawing Workshop	5/1 - 10/1	Sansanee Boonyad (E)	40% Net	\$147
	Eagles Intermediate Guitar	5/1 - 10/1	Ron Gorman (E)	40% Net	\$99
	Eliminate Clutter in Your Home and Office	5/1 - 10/1	Nancy Miller (E)	40% Net	\$39
	Essential Oil Make and Take Series	5/1 - 10/1	Amber Cambria (E)	40% Net	\$175
	Financial Planning for Women	5/1 - 10/1	Kevin Henss (E)	40% Net	TBA
	Fingerstyle Guitar	5/1 - 10/1	Ron Gorman (E)	40% Net	\$90
	First Hand French	5/1 - 10/1	TBA	40% Net	\$85
	Five Weeks to a Beautiful Garden!	5/1 - 10/1	Robert Farnsworth (E)	40% Net	\$290
	Foreign Language Students	5/1 - 10/1	FLS International (I)	Varies	Varies
	Get to Know the US Constitution	5/1 - 10/1	Mike Pourarian (E)	40% Net	\$69
	Hand and Wheel Ceramics	5/1 - 10/1	Don Ryan (E)	\$30/hr	\$150
	Having the Talk: Parent-Based Sexuality Health Education for Families	5/1 - 10/1	Jill Halbert (E)	40% Net	\$148
	Healthy Harmonica: Songs and Rhythms	5/1 - 10/1	David Broida (E)	40% Net	\$39
	Healthy Living with Parkinson's	5/1 - 10/1	Allison Smith (E)	40% Net	TBA
	HiSet Testing	5/1 - 10/1	Javier Corrales (E)	Varies	Varies
	Home Computer Networks for Beginners	5/1 - 10/1	Bob Cohen (I)	40% Net	\$49
	Home-Based Auto Dealer Business	5/1 - 10/1	Greenpea Auto Dealer (I)	40% Net	\$89
	How to Apply Design Thinking at Work and in Life	5/1 - 10/1	Mind Brain Parenting (I)	40% Net	\$49
	How to Be a Mystery Shopper	5/1 - 10/1	Jennifer Hayes Schutz (I)	40% Net	\$49
	How To Be Published for FREE!	5/1 - 10/1	Mike Rounds (E)	40% Net	\$39
	How To Create A Website in 24 Hours for FREE!	5/1 - 10/1	Mike Rounds (E)	40% Net	\$39
	How To Play Piano By Ear	5/1 - 10/1	Craig Coffman (I)	40% Net	\$45
	How To Sell on eBay®	5/1 - 10/1	Frances Greenspan (E)	40% Net	\$65
	How to Sell Your Ideas and Inventions	5/1 - 10/1	Mike Rounds (E)	40% Net	\$39
	HSE Computer Technology Learning Center	5/1 - 10/1	Adult Education Instructor (E)	Grant	Grant
	HSE Math	5/1 - 10/1	Adult Education Instructor (E)	Grant	Grant
	HSE Math - Spanish	5/1 - 10/1	Adult Education Instructor (E)	Grant	Grant
	HSE Reading/Writing	5/1 - 10/1	Adult Education Instructor (E)	Grant	Grant
	HSE Reading/Writing - Spanish	5/1 - 10/1	Adult Education Instructor (E)	Grant	Grant
	Importance of Long Term Care Insurance Pre- & Post-Retirement	5/1 - 10/1	James Wigen (E)	40% Net	TBA
	Increase Your Income with a Home-Based Business	5/1 - 10/1	Nancy Miller (E)	40% Net	\$39
	Instant Piano for Hopelessly Busy People	5/1 - 10/1	Craig Coffman (I)	40% Net	\$45
	Intermediate Beatles Guitar	5/1 - 10/1	Ron Gorman (E)	40% Net	\$99
	Intermediate Blues Guitar	5/1 - 10/1	Ron Gorman (E)	40% Net	\$99
	Intermediate Guitar	5/1 - 10/1	Ron Gorman (E)	40% Net	\$99
	Introduction to Digital Photography: "The Camera Class"	5/1 - 10/1	Laura Hoffman (E)	40% Net	\$45
	Introduction to Wine Appreciation	5/1 - 10/1	Michelle Mooney (E)	40% Net	\$85
	Investment Boot Camp	5/1 - 10/1	Jalon O'Connell (E)	40% Net	\$39
	Investment Strategies for Growth and income	5/1 - 10/1	Charles Goffin (E)	40% Net	\$39
	iPhones®, iPads®, . . . and I'm Lost®	5/1 - 10/1	Bob Cohen (I)	40% Net	\$39
	iPhones®, iPads®: Beyond the Basics	5/1 - 10/1	Bob Cohen (I)	40% Net	\$39
	Italian Supreme: A Taste of Italy	5/1 - 10/1	Conversa (I)	40% Net	\$153
	Loan Signing Specialist Training	5/1 - 10/1	Masters Notary Academy (I)	40% Net	\$70
	Makeup 101	5/1 - 10/1	Michele Godinez (E)	40% Net	\$175
	Marketing Your Business on Facebook and Social Media Sites	5/1 - 10/1	Bob Cohen (I)	40% Net	\$49
	Master Your Investments	5/1 - 10/1	Jalon O'Connell-Morton (E)	40% Net	\$70
	Notary Public Training	5/1 - 10/1	Masters Notary Academy (I)	40% Net	\$70
	Online No-Credit Classes	5/1 - 10/1	Education To Go (I)	\$55-\$175pp	\$94-299
	Organic Gardening and Composting: Create a Home Vegetable Garden	5/1 - 10/1	Robert Farnsworth (E)	40% Net	TBA
	Parenting ADHD Crash Course: Parenting with an ADHD Lens	5/1 - 10/1	Natalia van Rikxoort (E)	40% Net	TBA
	Piano Made Easy Series	5/1 - 10/1	Craig Coffman (I)	40% Net	\$75
	Plant-Based Diets: The Why and How	5/1 - 10/1	Lori Hoolihan (E)	40% Net	\$49
	Plein Air Landscape Watercolor Workshop	5/1 - 10/1	TBA (E)	40% Net	\$126

(E) Employee

(I) Independent Contractor

South Orange County Community College District
SADDLEBACK COLLEGE

EXHIBIT A
2 of 6

COMMUNITY EDUCATION NOT-FOR-CREDIT/FEE-BASED PROGRAM - Summer 2020

PROGRAM	ACTIVITY TITLE	DATES	TRAINER	HONORARIA	FEE
CFK	Podcasting for Profit	5/1 - 10/1	Mike Rounds (E)	40% Net	\$49
	Proctoring Services	5/1 - 10/1	In-House Services (E)	PP	\$50-75
	Protect Your Property with Patents, Trademarks, and Copyrights	5/1 - 10/1	Mike Rounds (E)	40% Net	\$49
	Quilting	5/1 - 10/1	Pam Hadfield (E)	40% Net	\$150
	Retirement: A Phase of Life?	5/1 - 10/1	TBA	TBA	\$39
	Savvy Cyber Security	5/1 - 10/1	James Peters (E)	40% Net	\$39
	Secrets of Social Media and Internet Marketing	5/1 - 10/1	Bob Cohen (I)	40% Net	\$49
	Social Security Strategies and Retirement Planning	5/1 - 10/1	Jalon O'Connell (E)	40% Net	\$70
	Sound Retirement Strategies	5/1 - 10/1	David Brown (E)	40% Net	\$39
	Speed Spanish	5/1 - 10/1	Christy Nelson (E)	40% Net	\$59
	SRT - Motorcyclist Safety Program	5/1 - 10/1	Saddleback Rider Training (I)	Varies	\$250
	Stained Glass for Beginners	5/1 - 10/1	Glass Spectrum (I)	60% Net	\$190
	Stock Picking - DIY	5/1 - 10/1	Chase Metcalf (E)	40% Net	TBA
	Surface Decoration: Ceramics	5/1 - 10/1	Don Ryan (E)	\$30/hr	\$185
	Surface Decoration: Ceramics	5/1 - 10/1	Kathryn Stovall-Dennis (E)	50% Net	\$185
	Teen Road To Safety	5/1 - 10/1	Teen Road To Safety Inc. (I)	Varies	Varies
	Travel Tours/Multi-Day Trips	5/1 - 10/1	Good Times Travel (I)	PP	PP
	Using Your Computer to Make Money	5/1 - 10/1	Nancy Miller (E)	40% Net	\$39
	Veterans Art Project	5/1 - 10/1	TBA	Varies	Varies
	What Were You Born To Do?	5/1 - 10/1	Curtis Adney (E)	40% Net	\$55
	Woodworking Workshop	5/1 - 10/1	Barbara Holmes	50% Net	TBA
	You Belong in Bowling	5/1 - 10/1	Richard Jimenez (E)	TBA	\$50
	Zumba	5/1 - 10/1	Elizabeth Lorenzo (E)	40% Net	\$49
	24	5/1 - 10/1	Chris Elliott (E)	30% Net	\$180
	24	5/1 - 10/1	Robert Johnson (E)	30% Net	\$180
	Academic Bridge	5/1 - 10/1	Academic Bridge Academy (I)	60% Net	\$720
	Academic Chess	5/1 - 10/1	Academic Chess (I)	40-60% Net	\$120
	Academic Chess: Modular and Action Origami	5/1 - 10/1	Academic Chess (I)	40-60% Net	\$120
	Academic Origami	5/1 - 10/1	Academic Chess (I)	40-60% Net	\$120
	Academic Origami: Magic Origami	5/1 - 10/1	Academic Chess (I)	40-60% Net	\$120
	Academic Origami: Modular in Action Origami	5/1 - 10/1	Academic Chess (I)	40-60% Net	\$120
	Academic Origami: Paper Airplanes and Aerodynamics	5/1 - 10/1	Academic Chess (I)	40-60% Net	\$120
	Advanced Robotics	5/1 - 10/1	Ann Berger (E)	60% Net	\$120
	Algebra for Teens - Level 1A	5/1 - 10/1	CFK Staff (E)	50% Net	\$99
	Algebra for Teens - Level 1B	5/1 - 10/1	CFK Staff (E)	50% Net	\$99
	Algebra for Teens - Level I	5/1 - 10/1	CFK Staff (E)	50% Net	\$99
	Algebra for Teens - Level II	5/1 - 10/1	CFK Staff (E)	50% Net	\$99
	Art	5/1 - 10/1	Matteo DiVentra (E)	\$30/hr	TBA
	Art	5/1 - 10/1	Kayla Janes (E)	\$30/hr	TBA
	Art	5/1 - 10/1	Mary Jo Barham (E)	30% Net	\$120
	Art	5/1 - 10/1	Tanya Bonetti (E)	30% Net	\$120
	Art Camp	5/1 - 10/1	Art Just Create It (I)	60% Net	\$110
	ARTime Academy	5/1 - 10/1	ARTime (I)	60% Net	\$160
	Arts and Crafts	5/1 - 10/1	Ann Berger (E)	60% Net	\$100
	Athletic Training Academy	5/1 - 10/1	Courtney Doan Hoopingartner (E)	TBA	TBA
	Avengers & Justice League Claymation	5/1 - 10/1	Movies by Kids - OC (I)	40% Net	\$242
	Babysitter's Training	5/1 - 10/1	Premier Aquatics (I)	Varies	\$95
	Beginner Computer Fashion with Adobe Illustrator	5/1 - 10/1	Laurie Murphy-Klein (E)	50% Net	\$100
	Beginners Fashion Design Program	5/1 - 10/1	Laurie Murphy-Klein (E)	50% Net	\$300
	Beginning Guitar & Ukulele Ensemble Class	5/1 - 10/1	Ron Gorman (E)	40-60% Net	\$99
	Beginning Guitar for Kids/Teens	5/1 - 10/1	Ron Gorman (E)	40-60% Net	\$120
	Beginning Robotics	5/1 - 10/1	Ann Berger (E)	60% Net	\$120
	Beginning Ukulele for Kids/Teens	5/1 - 10/1	Ron Gorman (E)	40-60% Net	\$95
	Beyond Beginning Ukulele	5/1 - 10/1	Ron Gorman (E)	40-60% Net	\$95
	Bionerds: Animal Kingdom: Wilder Than You Think!	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Aquatic Creatures: No Gills Required!	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Camping Science: Connecting with Nature	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Dinosaurs: Fantastic Pre-Historic World	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Food Science: Your Food is Alive!	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Forensic Science: Bionerds' Way!	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: From Head to Toes	5/1 - 10/1	Bionerds (I)	60% Net	\$200
	Bionerds: Halloween Science with Boo-ionerds	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Human Body: We are Super!	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Human Body: We are Super! (Part II)	5/1 - 10/1	Bionerds (I)	60% Net	TBA
	Bionerds: Insects: Bug Me if You Dare!	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: It's All About Life	5/1 - 10/1	Bionerds (I)	60% Net	\$128
	Bionerds: Land and Water Creatures	5/1 - 10/1	Bionerds (I)	60% Net	\$280
	Bionerds: Marine Animals: Amazing Waterworld!	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Microscopic World: What You Can't See May Surprise You!	5/1 - 10/1	Bionerds (I)	60% Net	\$136
	Bionerds: Mix and Match Biology	5/1 - 10/1	Bionerds (I)	60% Net	\$280
	Brain Builders: Chess Club	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering with LEGO®: Crazy Contraptions	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering with LEGO®: Junkyard Challenge	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering with LEGO®: Robo Olympics	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering with LEGO®: Super Structures	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering with LEGO®: Super Stunt Vehicles	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering with LEGO®: Xtreme Catapults	5/1 - 10/1	Brain Builders (I)	60% Net	\$120

(E) Employee

(I) Independent Contractor

South Orange County Community College District
SADDLEBACK COLLEGE

EXHIBIT A
3 of 6

COMMUNITY EDUCATION NOT-FOR-CREDIT/FEE-BASED PROGRAM - Summer 2020

PROGRAM	ACTIVITY TITLE	DATES	TRAINER	HONORARIA	FEE
	Brain Builders: Engineering with LEGO®: Xtreme Race Cars	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brain Builders: STEM Lab Air Propulsion	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brain Builders: STEM Lab: Forensics	5/1 - 10/1	Brain Builders (I)	60% Net	\$120
	Brainstorm: Code Academy: 3D Game Design	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: Code Academy: Advanced Apps, Arduino & Robotics	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$249
	Brainstorm: Code Academy: Android Apps & Arduino Electronics	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Code Academy: Android Studio	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Code Academy: App and Game Design	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Code Academy: App and Game Development	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Code Academy: App and Inventor Edition	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Code Academy: Game Development and Design	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: Code Academy: HTML & CSS	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Code Academy: IT & Cyber Security	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Code Academy: Kodu Game Lab	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Code Academy: Python Programming	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Code Academy: Scratch	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Code Academy: Scratch & Kodu Programming	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: Code Academy: Tech Titans	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Code Academy: Web Development	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Engineering & Robotics: Robo Revolution	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$249
	Brainstorm: Filmmaking	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Game Development & Minecraft Programming	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: GameMaker: 2D Game Dev	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: GameMaker: 3D Game Design	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: GameMaker: 3D Game Dev & eSports Bootcamp	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	TBA
	Brainstorm: GameMaker: 3D Game Development with Unity & Unreal	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$249
	Brainstorm: GameMaker: Code & Create	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: GameMaker: Coders and Creators	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: GameMaker: Game Development with Unity	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: GameMaker: Game Development with Unreal	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Go Think!	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: LEGO® Engineering & Robotics	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: LEGO® Engineering & Robotics: Motors & Machines	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	TBA
	Brainstorm: LEGO® Engineering & Robotics: Motors & Mindstorms	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: LEGO® Engineering: Evolution of Engineering	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: LEGO® Engineering: Jedi Academy	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: LEGO® Engineering: Jedi's and Superheroes	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: LEGO® Engineering: Medieval Machines	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: LEGO® Engineering: Modern Machines	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: LEGO® Engineering: Superhero City	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: LEGO® Robotics	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: LEGO® Robotics Academy	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: LEGO® Robotics: BattleBots	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: MakerStudio: 3D Printing	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Minecraft University	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: Minecraft University: Advanced Modding	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Minecraft University: California Missions	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Minecraft University: Circuits & Electronics	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: Minecraft University: Civilizations	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Minecraft University: Dinocraft	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Minecraft University: Java Modding	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Minecraft University: Math	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Minecraft University: Minecraft Modding	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Minecraft University: Programming and Modding	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: Minecraft University: Python Modding	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Minecraft University: Python Temple	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Minecraft University: Revolutions	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Minecraft University: Robotics	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Minecraft University: Robotics and Redstones	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$225
	Brainstorm: Minecraft University: Robotics Programming	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Minecraft University: Rocketry	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: STEAM Studio: 3D Printing	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: STEAM Studio: CodeFlyers Drone Developer	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: STEAM Studio: CodeFlyers Flight School	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: STEAM Studio: Engineering & Robotics	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: STEAM Studio: Rocketry	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: STEAM Studio: YouTube & Moviemaking Masters	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$249
	Brainstorm: STEAM University: Excellence Through Engineering	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: STEAM University: Mastering Math	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: STEAM University: Success in Science!	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: STEAM University: Teaching with Technology	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: VEX Robotics: BotSports	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$140
	Brainstorm: Young Einsteins: Coding and Robotics	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	BrainStorm: Young Einsteins: Mystery Science	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	TBA
	Brainstorm: Young Einsteins: Rocketry	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	BrainStorm: Young Einsteins: Science Lab	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	TBA
	Brainstorm: Young Einsteins: STEAM Academy	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$249

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South Orange County Community College District
SADDLEBACK COLLEGE

EXHIBIT A
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COMMUNITY EDUCATION NOT-FOR-CREDIT/FEE-BASED PROGRAM - Summer 2020

PROGRAM	ACTIVITY TITLE	DATES	TRAINER	HONORARIA	FEE
	Brainstorm: Young Einsteins: STEM Lab	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$210
	Brainstorm: Young Einsteins: STEM Lab 2!	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Young Einsteins: STEM Lab Cubed (3)!	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Young Einsteins: STEM Lab Squared (2)!	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Young Einsteins: STEM Lab, Jr.	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$120
	Brainstorm: Young Einsteins: Super Scientists	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$249
	Brainstorm: Young Einsteins: Tech Academy	5/1 - 10/1	Brainstorm Studios, LLC (I)	62.5% Net	\$249
	Building Number Sense One Game at a Time	5/1 - 10/1	Valerie Robbins-Meyers (E)	60% Net	\$120
	Calling All Detectives: Solve the Mystery of Felix, the Missing Millionaire	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$120
	Camp Galileo	5/1 - 10/1	Galileo Learning, LLC (I)	TBD	\$379
	Camp Invention	5/1 - 10/1	Camp Invention (I)	85% Net	Varies
	Capture the Flag	5/1 - 10/1	Chris Elliott (E)	30% Net	\$120
	Capture the Flag	5/1 - 10/1	Robert Johnson (E)	30% Net	\$120
	Catch a Wave into First Grade	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$180
	Catch a Wave into Second Grade	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$150
	Ceramics FUNdamentals	5/1 - 10/1	TBA	50% Net	\$145
	Cheerleading	5/1 - 10/1	TBA	40-60% Net	\$120
	Cheerleading Skills Clinics	5/1 - 10/1	College for Kids Staff (E)	Varies	\$65
	Chess Day Camp	5/1 - 10/1	Academic Chess (I)	40-60% Net	\$139
	CodeSpeak Labs: Coding and Artificial Intelligence	5/1 - 10/1	CodeSpeakLabs (I)	62.5% Net	\$225
	CodeSpeak Labs: Coding for Kids	5/1 - 10/1	CodeSpeakLabs (I)	62.5% Net	\$225
	CodeSpeak Labs: Coding for Kids, Jr.	5/1 - 10/1	CodeSpeakLabs (I)	62.5% Net	\$225
	CodeSpeak Labs: Computer Coding and Graphic Design	5/1 - 10/1	CodeSpeakLabs (I)	62.5% Net	\$225
	CodeSpeak Labs: Computer Coding to Save the World!	5/1 - 10/1	CodeSpeakLabs (I)	62.5% Net	\$225
	CodeSpeak Labs: JavaScript Programming	5/1 - 10/1	CodeSpeakLabs (I)	62.5% Net	\$225
	CodeSpeak Labs: Python Programming	5/1 - 10/1	CodeSpeakLabs (I)	62.5% Net	\$225
	CodeSpeak Labs: Web Development	5/1 - 10/1	CodeSpeakLabs (I)	62.5% Net	\$225
	Cookie Parade	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$125
	Cooking for Kids classes	5/1 - 10/1	TBA	Varies	TBA
	Cooking with Science	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$125
	Craft-tivities	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$120
	Craft-tivities	5/1 - 10/1	Tanya Bonetti (E)	60% Net	\$120
	Creating with Clay	5/1 - 10/1	Art Just Create It (I)	60% Net	\$120
	Creative Cooks	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$230
	Creative Writing for Kids	5/1 - 10/1	TBA	40% Net	\$99
	CSI: Introduction to Forensic Anthropology	5/1 - 10/1	TBA	40% Net	\$110
	Cut and Dissect - Level A	5/1 - 10/1	TBA	\$30/hr	\$110
	Cut and Dissect - Level B	5/1 - 10/1	TBA	\$30/hr	\$110
	Dare to Draw Anything!	5/1 - 10/1	TBA	\$30/hr	\$98
	Daydreamers Academy: Create Your Own Fairytale/Super Hero Movie	5/1 - 10/1	Good for Nothing, Inc. (I)	40-60% Net	\$136
	Daydreamers Academy: Daydreamers Music Production Madness	5/1 - 10/1	Good for Nothing, Inc. (I)	40-60% Net	\$175
	Daydreamers Academy: Jelly Time Music Workshop	5/1 - 10/1	Good for Nothing, Inc. (I)	40-60% Net	\$136
	Daydreamers Academy: Movie Magic	5/1 - 10/1	Good for Nothing, Inc. (I)	40-60% Net	\$136
	Daydreamers Academy: My Books Come To Life	5/1 - 10/1	Good for Nothing, Inc. (I)	40-60% Net	\$175
	Daydreamers Academy: YouTube Production Academy	5/1 - 10/1	Good for Nothing, Inc. (I)	40-60% Net	\$120
	Developmental Reading for Kids	5/1 - 10/1	CFK Staff (E)	Varies	\$99
	Diving Classes	5/1 - 10/1	Premier Aquatics (I)	Varies	\$141
	Drama Kids International	5/1 - 10/1	Drama Kids International (I)	60% Net	\$136
	Drop-In Aftercare	5/1 - 10/1	College for Kids Staff (E)	Varies	\$10
	Early Morning Art	5/1 - 10/1	Art Just Create It (I)	60% Net	\$98
	Emerald Cove Day Camp	5/1 - 10/1	Emerald Cove Camp, Inc.	Varies	Varies
	English Composition for Teens	5/1 - 10/1	TBA	40% Net	\$125
	Experienced Fashion Design Program	5/1 - 10/1	Laurie Murphy-Klein (E)	50% Net	\$300
	Fairy Tale Feast	5/1 - 10/1	Ann Berger (E)	60% Net	\$180
	First Grade Head Start	5/1 - 10/1	Chris Saalberg (E)	60% Net	\$350
	First Grade is #1! Let's get ready!	5/1 - 10/1	Kelly Barrera (E)	60% Net	TBA
	Fit Kids	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$180
	Fit Kids: Basketball	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Fit Kids: Cheerleading	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Fit Kids: Dodgeball	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Fit Kids: Field Games	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$180
	Fit Kids: Flag Football	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Fit Kids: Hip Hop	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Fit Kids: Kindergarten Sports	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Fit Kids: Lacrosse	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Fit Kids: Soccer	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Fit Kids: Tennis	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$120
	Fit Kids: Volleyball	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$169
	Four-Day Beginner Sewing and Fashion Design for Kids	5/1 - 10/1	Laurie Murphy-Klein (E)	50% Net	\$175
	Fun in the Sun	5/1 - 10/1	Dawn Trumbo (E)	30% Net	\$180
	Fun in the Sun	5/1 - 10/1	Kristi Martin (E)	30% Net	\$180
	Fun Shaolin Kung Fu	5/1 - 10/1	TBA	TBA	TBA
	Fun with Photoshop	5/1 - 10/1	Laura Hoffman (E)	40% Net	\$149
	Games Galore	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$104
	Games Galore	5/1 - 10/1	Heather Carlsen (E)	60% Net	\$104
	Games Galore	5/1 - 10/1	Tanya Bonetti (E)	60% Net	\$104
	Gee I Can Sculpt!	5/1 - 10/1	Gee I Can Sculpt! (I)	40-60% Net	\$112

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SADDLEBACK COLLEGE

EXHIBIT A
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COMMUNITY EDUCATION NOT-FOR-CREDIT/FEE-BASED PROGRAM - Summer 2020

PROGRAM	ACTIVITY TITLE	DATES	TRAINER	HONORARIA	FEE
	Geometry for Teens	5/1 - 10/1	Doug Hill (E)	\$30/hr	\$99
	Getting Excited for Kindergarten	5/1 - 10/1	Brandye Iverson (E)	60% Net	\$200
	Golf Skills Clinics Advanced	5/1 - 10/1	SCPGA (I)	60% Net	\$125
	Golf Skills Clinics Beginners	5/1 - 10/1	SCPGA (I)	60% Net	\$125
	Golf: Tee It Up With TGA/SCPGA	5/1 - 10/1	SCPGA (I)	60% Net	\$130
	Handball Tournament of Champions	5/1 - 10/1	Courtney Doan Hoopingarner (E)	TBA	TBA
	Handwriting Heroes	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$112
	High School Algebra 1 Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	High School Algebra 2 Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	High School Geometry Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Hip Hop	5/1 - 10/1	TBA	40-60% Net	\$169
	Hip Hop Dance Camp	5/1 - 10/1	Fit Kids America (I)	40-60% Net	\$112
	Hollywood Special Effects	5/1 - 10/1	Movies by Kids - OC (I)	40% Net	\$242
	I Love Craft-tivities	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$120
	Institute of Reading Development	5/1 - 10/1	Inst. of Reading Development (I)	PP	Varies
	Interactive Writing Workshop	5/1 - 10/1	Nancy D'Aleo-Russey (E)	\$30/hr	\$99
	Intro to Art Journaling	5/1 - 10/1	Sarah Donawerth (E)	40-60% Net	\$75
	Intro to Mixed-Media Art	5/1 - 10/1	Sarah Donawerth (E)	40-60% Net	\$75
	Irish Dance	5/1 - 10/1	Liz Lightner (E)	60% Net	\$96
	It's a Great Day to Start K! Let's Get Ready!	5/1 - 10/1	Kelly Barrera (E)	60% Net	TBA
	Jazz Camp	5/1 - 10/1	TBA	TBA	TBA
	Jump Start Fifth Grade	5/1 - 10/1	Ann Berger (E)	60% Net	\$180
	Jump Start First Grade	5/1 - 10/1	Kim Downing (E)	60% Net	\$150
	Jump Start First Grade	5/1 - 10/1	Avonnette Bruce Tutoring (I)	60% Net	\$125
	Jump Start Kindergarten	5/1 - 10/1	Amy Clarke (E)	30% Net	\$125
	Jump Start Kindergarten	5/1 - 10/1	Kylie Schofield (E)	30% Net	\$125
	Jump Start Kindergarten	5/1 - 10/1	Avonnette Bruce Tutoring (I)	60% Net	\$125
	Jump Start Second Grade	5/1 - 10/1	Christy Grudynski (E)	60% Net	\$150
	Jump Start Third Grade	5/1 - 10/1	Christy Grudynski (E)	60% Net	\$150
	Junior Gauchos Fun Club	5/1 - 10/1	College for Kids Staff (E)	Varies	\$80
	Keyboarding	5/1 - 10/1	Heather Carlsen (E)	60% Net	\$120
	Keyboarding	5/1 - 10/1	Tanya Bonetti (E)	60% Net	\$120
	Keyboarding on Personal Computers	5/1 - 10/1	Joyce Quade (E)	40-60% Net	\$126
	Kid Power	5/1 - 10/1	Mark Baines (E)	40-60% Net	\$290
	Kids Yoga and Mindfulness	5/1 - 10/1	TBA	40-60% Net	\$120
	Kindergarten Kickoff	5/1 - 10/1	Avonnette Bruce Tutoring (I)	60% Net	\$125
	Landscapes: Whimsical to Abstract Art	5/1 - 10/1	Sarah Jaques (E)	\$30/hr	\$98
	Learning To Dig	5/1 - 10/1	TBA	40% Net	\$110
	Lego Star Wars Animation	5/1 - 10/1	Movies by Kids - OC (I)	40% Net	\$242
	Lil' Chef School	5/1 - 10/1	Lil' Chef School (I)	40-60% Net	\$120
	Lions Club	5/1 - 10/1	Andrika Bowen (E)	30% Net	\$240
	Lions Club	5/1 - 10/1	Deanna Bleidistel (E)	30% Net	\$240
	Mad Science: Chemistry Lab	5/1 - 10/1	Mad Science (I)	40-60% Net	\$215
	Mad Science: Crazy Chemworks	5/1 - 10/1	Mad Science (I)	40-60% Net	\$120
	Mad Science: Exploration Science	5/1 - 10/1	Mad Science (I)	40-60% Net	\$120
	Mad Science: Inventor's Workshop: Eureka!	5/1 - 10/1	Mad Science (I)	40-60% Net	\$120
	Mad Science: Molecule Mania	5/1 - 10/1	Mad Science (I)	40-60% Net	\$120
	Mad Science: NASA	5/1 - 10/1	Mad Science (I)	40-60% Net	\$120
	Mad Science: Physics Lab	5/1 - 10/1	Mad Science (I)	40-60% Net	\$215
	Mad Science: Robotics Lab	5/1 - 10/1	Mad Science (I)	40-60% Net	\$215
	Mad Science: Rocketry	5/1 - 10/1	Mad Science (I)	40-60% Net	\$215
	Mad Science: Science in Action	5/1 - 10/1	Mad Science (I)	40-60% Net	\$120
	Mad Science: Secret Agent Lab	5/1 - 10/1	Mad Science (I)	40-60% Net	\$215
	Mad Science: STEMulating Science	5/1 - 10/1	Mad Science (I)	40-60% Net	\$120
	Magic Origami	5/1 - 10/1	Academic Chess (I)	40-60% Net	\$139
	MainStage Kids	5/1 - 10/1	CFK Staff (E)	\$25/hr	\$395
	Manners Made Fun	5/1 - 10/1	Laura Little (E)	40% Net	\$100
	Math	5/1 - 10/1	CFK Staff (E)	Varies	\$99
	Math 6 Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Math 6/7	5/1 - 10/1	Michael Hale (E)	60% Net	\$180
	Math 7 Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Math 7 Plus Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Math 8 Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Math Tutoring By Experienced Math Teachers	5/1 - 10/1	wikiTHINK (I)	Varies	\$269
	Mathobotix	5/1 - 10/1	Mathobotix (I)	40-60% Net	\$259
	Mathobotix: STEM Robotics Camp	5/1 - 10/1	Mathobotix (I)	40-60% Net	\$259
	Middle School Algebra 1 Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Middle School Boot Camp	5/1 - 10/1	Deanna Bleidistel (E)	30% Net	\$120
	Middle School Boot Camp	5/1 - 10/1	Stephanie Avera (E)	30% Net	\$120
	Middle School Geometry Critical Concepts	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Middle School Math Prep	5/1 - 10/1	Michael Hale (E)	60% Net	\$160
	Minecraft Movies	5/1 - 10/1	Movies by Kids - OC (I)	40% Net	\$242
	Miniature Set Building for Movies	5/1 - 10/1	Movies by Kids - OC (I)	40% Net	\$242
	Mini-Kindergarten	5/1 - 10/1	Lori Walker (E)	60% Net	\$325
	Modeling and Style	5/1 - 10/1	Tara Meyer (E)	40% Net	\$120
	Mommy/Daddy and Me Preschool!	5/1 - 10/1	Kris McCartney (E)	60% Net	\$250
	Mommy/Daddy and Me Preschool!	5/1 - 10/1	Patti Peviani (E)	60% Net	\$250

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COMMUNITY EDUCATION NOT-FOR-CREDIT/FEE-BASED PROGRAM - Summer 2020

PROGRAM	ACTIVITY TITLE	DATES	TRAINER	HONORARIA	FEE
	Mommy/Daddy and Me Preschool!	5/1 - 10/1	Wendy Marcot (E)	60% Net	\$250
	Mr. E.' Summer Writing Class	5/1 - 10/1	Chris Elliott (E)	60% Net	TBA
	Mr. E.' Writing Class	5/1 - 10/1	Chris Elliott (E)	60% Net	\$89
	Musical theater	5/1 - 10/1	Heather Carlsen (E)	60% Net	\$180
	Musical theater	5/1 - 10/1	Tanya Bonetti (E)	60% Net	\$180
	Natural A's	5/1 - 10/1	Curtis Adney (E)	40% Net	\$49
	Natural A's: Parent/Adult Registration	5/1 - 10/1	Curtis Adney (E)	40% Net	\$49
	Nature Explorers After-School Program	5/1 - 10/1	Environmental Nature Center (I)	60% Net	\$112
	Ocean Animals	5/1 - 10/1	Sarah O'Connor (E)	\$30/hr	\$98
	Pen and Ink Art Magic	5/1 - 10/1	CFK Staff (E)	\$30/hr	\$98
	Photography	5/1 - 10/1	Laura Hoffman (E)	40-60% Net	Varies
	Photography	5/1 - 10/1	TBA	Varies	TBA
	Planting Confidence	5/1 - 10/1	The Space Movement (I)	TBA	TBA
	Playground Games	5/1 - 10/1	Mark Baines (E)	40-60% Net	\$290
	Pre-Algebra	5/1 - 10/1	CFK Staff (E)	Varies	TBA
	Pre-Geometry	5/1 - 10/1	CFK Staff (E)	Varies	TBA
	Reading Comprehension Essentials I	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Reading Comprehension Essentials II	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Reading Fun with Jr Great Books and More	5/1 - 10/1	Lori Walker (E)	60% Net	\$110
	Running Skills Clinics: Beginners	5/1 - 10/1	GrassRoots Athletics Organization (I)	40% Net	\$125
	SCPGA Golf and S.T.E.A.M. Camp	5/1 - 10/1	SCPGA (I)	60% Net	\$179
	Second Grade Common Core Camp	5/1 - 10/1	Christy Grudynski (E)	60% Net	\$180
	Second Grade Common Core Camp	5/1 - 10/1	Kim Downing (E)	60% Net	\$180
	Second Grade Head Start	5/1 - 10/1	Valerie Robbins-Meyers (E)	60% Net	\$350
	So You Want To Be A Teacher?	5/1 - 10/1	Lori Walker (E)	60% Net	\$125
	Softball Clinics	5/1 - 10/1	Nick Trani (E)	40% Net	\$139
	Spanish for Children	5/1 - 10/1	Conversa (I)	40-60% Net	\$145
	Spanish for Children: Levels 1 and 2	5/1 - 10/1	Conversa (I)	40-60% Net	\$120
	Spanish for Preschoolers	5/1 - 10/1	Conversa (I)	40-60% Net	\$145
	Storymaking: Young Author Fiction Writing	5/1 - 10/1	Storymaking Muses (I)	40-60% Net	TBA
	Strategic Kids: Junior Magician Program	5/1 - 10/1	Strategic Kids (I)	40-60% Net	TBA
	Strategic Kids: Junior Math Magicians!	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: LEGO Architecture: Building Through the Ages	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: LEGO Engineering: Crazy Carnival	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: LEGO Engineering: Motor Madness	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: LEGO Harry Potter: Wizarding World of Storytelling!	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: LEGO Simple Machines	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: LEGO Storytellers	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: Science of Magic	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: Star Wars LEGO: Jedi Storytellers	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Strategic Kids: Strategic Magic	5/1 - 10/1	Strategic Kids (I)	40-60% Net	\$120
	Study Strategies for Teens	5/1 - 10/1	Jason Turney (E)	\$30/hr	\$56
	Successful Study Strategies for Kids	5/1 - 10/1	Jason Turney (E)	\$30/hr	\$56
	Swing Dance for Kids	5/1 - 10/1	Arianna Caligiuri (E)	40% Net	\$120
	Tennis Skills Clinics	5/1 - 10/1	Nick Trani (E)	40% Net	\$149
	The Photography Club	5/1 - 10/1	Excel Education Programs (I)	40% Net	\$120
	Theatre Fun with Improvisation	5/1 - 10/1	Tara Meyer (E)	40% Net	\$120
	Third Grade Common Core Camp	5/1 - 10/1	Christy Grudynski (E)	60% Net	\$180
	Third Grade Head Start	5/1 - 10/1	Julie Hansen (E)	60% Net	\$350
	Toddler Time	5/1 - 10/1	Dawn Trumbo (E)	30% Net	\$250
	Toddler Time	5/1 - 10/1	Kristi Martin (E)	30% Net	\$250
	UCI Writing Project	5/1 - 10/1	UCI Youth Programs (I)	Varies	\$690
	Volleyball	5/1 - 10/1	Heather Carlsen (E)	60% Net	\$180
	Volleyball	5/1 - 10/1	Tanya Bonetti (E)	60% Net	\$180
	Water Polo	5/1 - 10/1	Premier Aquatics (I)	Varies	\$149
	Weight Training	5/1 - 10/1	Ryan Nett (E)	60% Net	\$229
	Weight Training	5/1 - 10/1	Todd Theurer (E)	60% Net	\$229
	Writing Skills Development for High School Composition	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Writing Skills Development I	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Writing Skills Development II	5/1 - 10/1	CFK Staff (E)	Varies	\$169
	Yoga: Health and Wellness for Kids	5/1 - 10/1	Heather Carlsen (E)	60% Net	\$120
	Yoga: Health and Wellness for Kids	5/1 - 10/1	Tanya Bonetti (E)	60% Net	\$120
	Young Artists and Authors Studio	5/1 - 10/1	Carrie Gray (E)	40-60% Net	\$180
	Young Illustrators	5/1 - 10/1	CFK Staff (E)	\$30/hr	\$98
	Youth Aquatics - Various Classes	5/1 - 10/1	Premier Aquatics (I)	Varies	Varies
	Zombie Movie Workshop	5/1 - 10/1	Movies by Kids - OC (I)	40% Net	\$242

(E) Employee

(I) Independent Contractor

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Saddleback College and Irvine Valley College: Speakers

ACTION: Approval

BACKGROUND

Outside speakers may be invited by administrators, faculty members, or recognized student groups to speak at events open to the public.

STATUS

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges and/or ATEP since the last board meeting. Travel expenses and/or honorarium for speakers must be recommended by the Chancellor or college president and submitted to the Board prior to reimbursement of travel expenses or payment of honorarium.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the general fund honoraria as shown in Exhibit A.

Item Submitted By: *Dr. Elliot Stern, President, Saddleback College and
Dr. Cindy Vyskocil, Acting President, Irvine Valley College*

SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

SADDLEBACK COLLEGE

<i>Presentation Date</i>	<i>Faculty Member Course Title/Activity</i>	<i>Speaker Name</i>	<i>Topic</i>	<i>General Fund Honorarium/Travel</i>
12/6/2019 8:00am-3:30pm MSE & LRC	Kathryn Damm / Psychology	Alissa Vandenberg	Undergraduate Research Conference	\$500 ASG Funds
2/19/2020 6:00-7:00pm MSE 313	Steve Teh / Science Lecture Series	Dr. Katherine Thompson-Peer	Dendritic Regeneration	\$2500 ASG Funds
3/11/2020 6:00pm	Steve Teh / Science Lecture Series	David Otaguro	Google Scale	\$2000 ASG
3/24/2020 6:15pm-8:15pm	Christina Smith / CDE 90	Susie Nielson Kristen Wong Cindi Holley	Classroom Experience Panel	\$750 (\$250 each) G1341
3/28/2020 9:00am-1:00pm	Holly Richards / CDE 15	Sandy Avzaradel	Stories Behind Behavior in the Classroom	\$500 ASG
3/28/2020 9:00am-1:00pm	Holly Richards / CDE 15	Darcie Kass	Stories Behind Behavior in the Classroom	\$200 ASG
3/28/2020 9:00am-1:00pm	Holly Richards / CDE 15	Cindy Yan Fu	Stories Behind Behavior in the Classroom	\$100 ASG

IRVINE VALLEY COLLEGE

<i>Presentation Date</i>	<i>Faculty Member Course Title/Activity</i>	<i>Speaker Name</i>	<i>Topic</i>	<i>General Fund Honorarium/Travel</i>
2/28/2020 12:30-3:00pm BSTIC 101	Legal Immigration Training Davit Khachatryan	US Immigration Law Group, LLP	Faculty/Staff Training: Protecting Privacy and Information of Students and Staff	\$400 IEPI Grant
3/25/2020 5:00-7:00pm BSTIC 101	Legal Immigration Training Davit Khachatryan	US Immigration Law Group, LLP	Faculty/Staff Training: Protecting Privacy and Information of Students and Staff	\$400 IEPI Grant
4/3/2020 7:00am-3:00pm PAC	Equity Symposium 2020	Jalin Johnson	Diversity Cognizant Course Development	\$500
4/3/2020 7:00am-3:00pm PAC	Equity Symposium 2020	Michael Moodian	Intercultural Leadership	\$500
4/3/2020 7:00am-3:00pm PAC	Equity Symposium 2020	Natalie Betancourt Arellano	Sharing Your Identity to Help Students	\$500
4/3/2020 7:00am-3:00pm PAC	Equity Symposium 2020	Jessica Hamilton	Cultural Competence in Education	\$1,000
4/30/2020 9:00-11:30am SSC 260K	Legal Immigration Training Davit Khachatryan	US Immigration Law Group, LLP	Faculty/Staff Training: Protecting Privacy and Information of Students and Staff	\$400 IEPI Grant

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: [Saddleback College: New, Revised, and Deleted Curriculum for the 2020-21 Academic Year]

ACTION: Approval

BACKGROUND

Saddleback College's Curriculum Committee and Academic Senate review and approve the curriculum on a regular basis. Subsequently, the curriculum is recommended to the college president or designee for approval.

STATUS

Saddleback College proposes revisions to the curriculum of the College for the 2020-21 academic year. Exhibit A includes new noncredit courses, Exhibit B includes revised and deleted courses, Exhibit and C includes revised programs. The new, revised, and deleted curriculum is recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of Saddleback College pursuant to Title 5, Section 53200 et seq.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the proposed curriculum changes for the 2020-21 academic year at Saddleback College as listed in Exhibits A, B, and C.

SADDLEBACK COLLEGE
NEW COURSES
ACADEMIC YEAR 2020-2021

Exhibit A
Page 1 of 2

Division	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other noncredit enhanced funding, L=not eligible for enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				lrng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship, B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
BS	CIS 671NC (471NC)	584206.00	MCSE CERTIFICATION EXAM PREP II	nc, 0 units 2 hrs. lec/3 hrs. lab/0 hr. lrng cntr, repeatable 4 times, gr opt SP (Noncredit graded pass/SP/No Pass)
BS	CIS 672NC (472NC)	584207.00	MCSE CERTIFICATION EXAM PREP III	nc, 0 units 2 hrs lec/3 hrs lab/0 hr lrng cntr, prereq CIS 471NC or equivalent, repeatable 4 times, gr opt SP (Noncredit graded pass/SP/No Pass)

SADDLEBACK COLLEGE
NEW COURSES
ACADEMIC YEAR 2020-2021

Exhibit A
Page 2 of 2

BS	CIS 673NC (473NC)	584208.00	MCSE EXAM PREP III	nc, 0 units 2 hrs lec/3 hrs lab/0 hr lng cntr, prereq <u>CIS 472NC or equivalent</u> , repeatable 4 times, gr opt SP (Noncredit graded pass/SP/No Pass)
HS	MLT 610NC	818075.00	INTRODUCTION TO THE CLINICAL LABORATORY PROFESSION	nc, 0 units 16.6 hrs lec/0 hr lab/0 hr lng cntr, repeatable 1 time, gr opt SP (Noncredit graded pass/SP/No Pass)
HS	MLT 611NC	818076.00	BASIC LABORATORY PROCEDURES	nc, 0 units 16.6 hrs lec/0 hr lab/0 hr lng cntr, repeatable 1 time, gr opt SP (Noncredit graded pass/SP/No Pass)
HS	MLT 612NC	818077.00	PHLEBOTOMY	nc, 0 units 66.40 hrs lec/0 hrs lab/0 hr lng cntr, prereq <u>MLT 410NC & MLT 411NC</u> , co-req <u>MLT 413NC</u> , lim <u>Current malpractice insurance, health clearance, TB test results, drug screen, CPR card, background check required.</u> , repeatable 1 time, gr opt SP (Noncredit graded pass/SP/No Pass)
HS	MLT 613NC	818078.00	PHLEBOTOMY LABORATORY EXPERIENCE	nc, 0 units 0 hrs lec/60 hrs lab/0 hr lng cntr, co-req <u>MLT 412NC</u> , lim <u>Current malpractice insurance, health clearance, TB test results, drug screen, CPR card, background check required.</u> , repeatable 1 time, gr opt SP (Noncredit graded pass/SP/No Pass)

SADDLEBACK COLLEGE
REVISED AND DELETED COURSES
ACADEMIC YEAR 2020-2021

Exhibit B
Page 1 of 2

Division	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other noncredit enhanced funding, L=not eligible for enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				lrng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship, B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
ATAS	ARCH 44	48130.00	ARCH PRES & RENDERING	assign
ATAS	GD 180	992773.00	GD CNCPT DEVICE	dc
FAMT	ARTH 24	429472.00	INDIG. ARTS OF AMERCS	cat desc, sch desc, tps, lrng obj, SLOs, moe, assign, txt

SADDLEBACK COLLEGE
REVISED AND DELETED COURSES
ACADEMIC YEAR 2020-2021

Exhibit B
Page 2 of 2

FAMT	ARTH 26	96190.00	ART HIST: REN-CONT	rec prep fr Completion of or concurrent enrollment in ENG 200 to <u>Completion of or concurrent enrollment in ENG 1A or ENG 1AH</u> , cat desc, sch desc, txt, val
FAMT	MUS 241	992435.00	MED SIZE MAL JAZZ ENS	lim fr None to <u>Audition with faculty to demonstrate ability to sight read and knowledge of all scales and keys</u> , crs id fr MUS 241 to <u>MUS 149</u> , CSU GE code fr Not Applicable to <u>Transferable as an elective-- does not fit GE pattern</u> , cat desc, sch desc, tps, assign, txt, val
FAMT	MUS 242	992434.00	AFRICAN-AMER ENS JAZZ	lim fr None to <u>Audition with college faculty to demonstrate ability to read and play music at a high school level</u> , crs id fr MUS 242 to <u>MUS 147</u> , CSU GE code fr Not Applicable to <u>Transferable as an elective-- does not fit GE pattern</u> , cat desc, sch desc, tps, SLOs, txt, val
KNES	KNES 56	429945.05	ATH. TRN. FALL SPTS.	TOP code fr 0835.00 to <u>0835.20</u> , SAM code fr E to D , txt, pcs fr program applicable to <u>not program applicable</u>
LA	ENG 200	433654.00	FUNDAMENTALS/COMPOSIT	prereq fr Placement by the current assessment process or successful completion of ENG 300, ENG 340, ESL 350, or comparable course with a grade of "C" or better to <u>Placement by the current assessment process or successful completion of ENG 300, ENG 340, ESL 180, ESL 380, or comparable course with a grade of "C" or better.</u>
LA	ENG 201	429932.00	COLLEGE WRITING SUPP	prereq fr Placement by the current assessment process or successful completion of ENG 300, ENG 340, ESL 350, or comparable course with a grade of "C" or better to <u>Placement by the current assessment process or successful completion of ENG 300, ENG 340, ESL 180, ESL 380, or comparable course with a grade of "C" or better.</u>

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Associate in Arts in Anthropology for
Transfer

The curriculum in the Anthropology program is designed to provide the transfer student the opportunity to achieve an Associate in Arts for Transfer (AA-T) degree in anthropology by providing the necessary breadth in the field and an introduction to the methods used. Students who complete the AA-T degree in Anthropology receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While a baccalaureate or higher degree, which can be achieved through transfer, is recommended for those considering professional careers in anthropology, an associate degree may support attempts to gain entry-level employment as lab technicians, research assistants, museum workers, cultural resource conservators, and other related positions.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe the breadth of anthropology and be able to characterize anthropology's distinctive theoretical and methodological approaches with respect to other disciplines.
- Explain the fundamental processes of human biological evolution.
- Describe modern human biological diversity.
- Articulate an understanding of the cultural construction and historical uses of the concept of race.
- Define and critically analyze the concepts of culture and cultural relativism.
- Demonstrate the ability to think holistically and comparatively in describing human cultural diversity.
- Critically analyze the process of globalization and its effects upon cultures around the world.
- Articulate an anthropological perspective on contemporary issues and concerns, including the politics of inclusion and exclusion both locally and globally.
- Discuss the importance of the scientific method in anthropological research.
- Identify the correct methods and ethical responsibilities involved in conducting archaeological, biological, ethnographic, and/or linguistic fieldwork.

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

Revised
Associate in Arts in Anthropology for
Transfer

The curriculum in the Anthropology program is designed to provide the transfer student the opportunity to achieve an Associate in Arts for Transfer (AA-T) degree in anthropology by providing the necessary breadth in the field and an introduction to the methods used. Students who complete the AA-T degree in Anthropology receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While a baccalaureate or higher degree, which can be achieved through transfer, is recommended for those considering professional careers in anthropology, an associate degree may support attempts to gain entry-level employment as lab technicians, research assistants, museum workers, cultural resource conservators, and other related positions.

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- Discuss the importance of the scientific method in anthropological research.
- Identify the correct methods and ethical responsibilities involved in conducting archaeological, biological, ethnographic, and/or linguistic fieldwork.

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements (**CSU GE-Breadth**).
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

Required Core

ANTH 1	Biological Anthropology	3
Or		
ANTH 1H	Honors Biological Anthropology	3
ANTH 2	Cultural Anthropology	3
Or		
ANTH 2H	Cultural Anthropology	3
ANTH 9	Introduction to Archaeology	3

Group A: Select one of the following courses (3 units)

ANTH 3*	Culture and Language	3
ANTH 13	Magic, Witchcraft, and Religion	3

Group B: Select one to two (3-5 units)

BIO 11*	Human Anatomy	4
GEOL 1	Introduction to Physical Geology	4
GEOL 20	Introduction to Earth Science	4
GEOL 23	Environmental Geology	4

Group C: Select one (3 units)

ANTH 4	Native American Indian Cultures	3
ANTH 5	Anthropology of Latin America: Culture, Identity, and Power	3
ANTH 6*	Global Issues in Anthropological Perspective	3
ANTH 8	World Prehistory	3
ANTH 10	Celtic Cultures	3
ANTH 15	The World of Primates	3
ANTH 16*	Archaeological Field Methods	1
ANTH 17	The Biological Evolution of Human Nature	3
ANTH 19*	Forensic Anthropology	3
ANTH 21	Women, Gender, and Culture: Cross-Cultural Perspectives	3

ES 1	Multicultural Experiences in the United States	3
ES 3	Introduction to Chicana(o) and Latina(o) Cultures	3
Total Units for the Major		18-19
Total Degree Units		60

General Education (CSU GE or IGETC) 37-39

Additional CSU transferable electives may be needed to meet the 60 unit requirement for AD-T degrees

Required Core

ANTH 1	Biological Anthropology	3
Or		
ANTH 1H	Honors Biological Anthropology	3
ANTH 2	Cultural Anthropology	3
Or		
ANTH 2H	Cultural Anthropology	3
ANTH 9	Introduction to Archaeology	3

Group A: Select one of the following courses (3 units)

ANTH 3*	Culture and Language	3
ANTH 13	Magic, Witchcraft, and Religion	3

Group B: Select one to two (3-5 units)

BIO 11*	Human Anatomy	4
GEOL 1	Introduction to Physical Geology	4
GEOL 20	Introduction to Earth Science	4
GEOL 23	Environmental Geology	4

Group C: Select one (3 units)

ANTH 4	Native American Cultures	3
ANTH 5	Anthropology of Latin America: Culture, Identity, and Power	3
ANTH 6*	Global Issues in Anthropological Perspective	3
ANTH 8	World Prehistory	3
ANTH 15	The World of Primates	3
ANTH 17	The Biological Evolution of Human Nature	3
ANTH 19*	Forensic Anthropology	3
ANTH 21	Women, Gender, and Culture: Cross-Cultural Perspectives	3

ANTH 22	Medical Anthropology-Culture, Health, and Healing	3
ES 1	Introduction to Ethnic Studies: Making Culture	3
ES 3	Introduction to Chicana(o) and Latina(o) Cultures	3
Total Units for the Major		18-19
Total Degree Units		60

General Education (CSU GE or IGETC) 37-39

Additional CSU transferable electives may be needed to meet the 60 unit requirement for AD-T degrees

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Communication Studies
Associate in Arts for Transfer

Intended for students who wish to develop a fundamental understanding of how communication functions in their daily life and in the fabric of society. After successful completion of the transfer degree in Communication Studies, students may pursue a baccalaureate degree in such areas as teaching, public speaking, law, public relations, advertising, organizational, intercultural, and interpersonal communication. The Associate in Arts in Communication Studies for Transfer Degree may support attempts to gain entry-level employment in fields such as business, industry, government, social service, education, and law.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate ethical ways of interacting in their everyday lives.
- Demonstrate ability to effectively deliver public presentations before live audiences in a variety of settings.
- Apply practical strategies for enhancing the quality of their personal and professional relationships.
- Demonstrate ability to consume public communication critically.
- Demonstrate the ability to construct mindful messages through research and analysis of evidence whether communicated orally or in writing.

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

Required Core:

COMM 1*	Communication Fundamentals	3
or		
COMM 1H*	Honors Communication Fundamentals	3

List A: Complete the following courses (6 Units)

COMM 3	Argumentation and Debate	3
COMM 5	Interpersonal Communication	3

Revised
Communication Studies
Associate in Arts for Transfer

Intended for students who wish to develop a fundamental understanding of how communication functions in their daily life and in the fabric of society. After successful completion of the transfer degree in Communication Studies, students may pursue a baccalaureate degree in such areas as teaching, public speaking, law, public relations, advertising, organizational, intercultural, and interpersonal communication. The Associate in Arts in Communication Studies for Transfer Degree may support attempts to gain entry-level employment in fields such as business, industry, government, social service, education, and law.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate ethical ways of interacting in their everyday lives.
- Demonstrate ability to effectively deliver public presentations before live audiences in a variety of settings.
- Apply practical strategies for enhancing the quality of their personal and professional relationships.
- Demonstrate ability to consume public communication critically.
- Demonstrate the ability to construct mindful messages through research and analysis of evidence whether communicated orally or in writing.

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

Required Core:

COMM 1*	Communication Fundamentals	3
or		
COMM 1H*	Honors Communication Fundamentals	3

List A: Complete the following courses (6 Units)

COMM 3	Argumentation and Debate	3
COMM 5	Interpersonal Communication	3

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

List B: Select two of the following courses (6 Units)

COMM 106	Forensics Activity	3
COMM 20	Intercultural Communication	3
CTVR 1	Mass Media and Society	3
or		
JRN 1	Mass Media and Society	3
COMM 30	Introduction to Oral Interpretation	3
COMM 2*	Persuasion	3
CTVR 124*	Television Production I	3
MATH 10*	Introduction to Statistics	3

List C: Select one of the following courses or any course from List B not already used (3 units)

ANTH 2	Cultural Anthropology	3
or		
ANTH 2H	Honors Cultural Anthropology	3
PSYC 1	Introduction to Psychology	3
or		
PSYC 1H	Honors Introduction to Psychology	3
SOC 1	Introduction to Sociology	3
ENG 25*	Introduction to Literature	3
ENG 1B*	Principles of Composition II	3
or		
ENG 1BH*	Honors Principles of Composition II	3
ENG 70*	Reasoning and College Reading	3
JRN 2*	News Writing	3
COMM 8	Gender Communication	3
COMM 32*	Interpreters' Theatre	3

Total Units for the Major 18

List B: Select two of the following courses (6 Units)

COMM 106	Forensics Activity	3
COMM 20	Intercultural Communication	3
CTVR 1	Mass Media and Society	3
or		
JRN 1	Mass Media and Society	3
COMM 30	Introduction to Oral Interpretation	3
COMM 2*	Persuasion	3
CTVR 124*	Television Production I	3
MATH 10*	Introduction to Statistics	3

or

PSYC 44* Statistics for the Behavioral Sciences 3

List C: Select one of the following courses or any course from List B not already used (3 units)

ANTH 2	Cultural Anthropology	3
or		
ANTH 2H	Honors Cultural Anthropology	3
PSYC 1	Introduction to Psychology	3
or		
PSYC 1H	Honors Introduction to Psychology	3
SOC 1	Introduction to Sociology	3
or		
<u>SOC 1H Honors Introduction to Sociology 3</u>		
ENG 25*	Introduction to Literature	3
or		
<u>ENG 25H* Honors Introduction to Literature 3</u>		
ENG 1B*	Principles of Composition II	3
or		
ENG 1BH*	Honors Principles of Composition II	3
ENG 70*	<u>Critical Thinking, Reading, and</u>	

Writing 3

JRN 2*	News Writing	3
COMM 8	Gender Communication	3
COMM 32*	Interpreters' Theatre	3

Total Units for the Major 18

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Associate in Arts in Journalism for Transfer
Degree

Upon completion of the Associate in Arts in Journalism for Transfer degree, students will have a strong foundation in reporting and producing news content, as well as an understanding of the media industry, First Amendment, and professional standards. Students will also have the opportunity to gain practical experience producing multi-dimensional content for student news publications and emerging platforms. Students who earn an associate degree this degree transfer as Journalism majors or into other related majors such as Communications, Broadcast and Electronic Communication Arts, Media Studies, Integrated Media, English, Advertising, Radio & Television, Broadcasting, and Visual Studies.

Jobs earned with journalism writing and media skills range from reporting for newspapers and magazines to online contributors, book editing, broadcast for news stations, producing content for radio, copyediting, grant writing, graphic and page designing, photography, research analysts, social media manager, technical writing, web managing, and public relations, which is the most common career path for most journalism majors.

Students who complete the Associate in Arts in Journalism for Transfer degree will receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate a range of skills necessary for work as photographers, video journalists, designers, etc. in editorial departments of news organizations, magazines, industrial in-house publications, emerging businesses in media and related industries.
- Demonstrate an understanding of the First Amendment, media history and current trends in the industry.
- Demonstrate an understanding of professional standards, ethics and media law.
- Demonstrate practical skills and understanding of convergence, multimedia, emerging technology and innovation in journalism and the media industry

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements.
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a “C” (or “P” Pass) or better in all courses required for the major or area of emphasis.

Course ID	Title	Units
Required Courses		
JRN 1	Mass Media and Society	3
Or		
CTVR 1	Mass Media and Society	3
JRN 2*	News Writing	3

Revised
Associate in Arts in Journalism for Transfer
Degree

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Course ID	Title	Units
Required Courses		
JRN 1	Mass Media and Society	3
Or		
CTVR 1	Mass Media and Society	3
JRN 2*	News Writing	3

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

JRN-107* News Media Production and Investigative Reporting 4

Or		
JRN 111*	News Media Production and Editing	4
Or		
JRN 112*	News Media Production, Blogging and Social Media	4

Group A: Select one of the following courses

JRN 106*	Video Journalism	3
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JRN-109* News Media Production and Data Reporting 4

Group B: Select two of the following courses

MATH 10*	Introduction to Statistics	3
Or		
PSYC 44*	Statistics for the Behavioral Sciences	3
ECON 4*	Principles (Micro)	3
Or		
ECON 4H*	Honors Principles of Microeconomics	3
Or		
ECON 2*	Principles (MACRO)	3
Or		
ECON 2H*	Honors Principles of Macroeconomics	3
PS 1	American Government	3
Or		
PS 1H	Honors American Government	3
PS 12	Comparative Politics and Government	3
ENG 1B*	Principles of Composition II	3
Or		
ENG 1BH*	Honors Principles of Composition II	3
Or		
ENG 70	Reasoning and College Reading	3
PHIL 12	Introduction to Logic	3
COMM 3*	Argumentation and Debate	3
ANTH 2	Cultural Anthropology	3
Or		
ANTH 2H	Honors Cultural Anthropology	3
CTVR 3	The History and Appreciation of American Cinema	3
CTVR 5	History and Appreciation of International Cinema	3
CTVR 7	Cross Cultural Cinema	3
CTVR 9	Women in Cinema and Television	3
CHI 1*	Elementary Chinese	5
ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
ES 1	Multicultural Experiences in the United States	3
ENV 24	Natural History of California	4
FR 1*	Elementary French	5
MATH 2*	Pre-Calculus Mathematics	5
MUS 27	History of Jazz	3
MUS 28	History of Rock	3

JRN 111*	News Media Production and Editing	4
Or		

JRN 112*	News Media Production, Blogging and Social Media	4
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Group A:		
JRN 106*	Video Journalism	3

Group B: Select two of the following courses

MATH 10*	Introduction to Statistics	3
Or		
PSYC 44*	Statistics for the Behavioral Sciences	3
ECON 4*	Principles (Micro)	3
Or		
ECON 4H*	Honors Principles of Microeconomics	3
Or		
ECON 2*	Principles (MACRO)	3
Or		
ECON 2H*	Honors Principles of Macroeconomics	3
PS 1	American Government	3
Or		
PS 1H	Honors American Government	3
PS 12	Comparative Politics and Government	3
ENG 1B*	Principles of Composition II	3
Or		
ENG 1BH*	Honors Principles of Composition II	3
Or		
ENG 70	Reasoning and College Reading	3
PHIL 12	Introduction to Logic	3
COMM 3*	Argumentation and Debate	3
ANTH 2	Cultural Anthropology	3
Or		
ANTH 2H	Honors Cultural Anthropology	3
CTVR 3	The History and Appreciation of American Cinema	3
CTVR 5	History and Appreciation of International Cinema	3
CTVR 7	Cross Cultural Cinema	3
CTVR 9	Women in Cinema and Television	3
CHI 1*	Elementary Chinese	5
ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
ES 1	Multicultural Experiences in the United States	3
ENV 24	Natural History of California	4
FR 1*	Elementary French	5
MATH 2*	Pre-Calculus Mathematics	5
MUS 27	History of Jazz	3
MUS 28	History of Rock	3
PHOT 25	History of Photography	3
SL 1*	American Sign Language I	4
SPAN 1	Elementary Spanish	5
Or		
SPAN 1H	Honors Elementary Spanish	5

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

PHOT 25	History of Photography	3	COMM 1	Communication Fundamentals	3
SL 1*	American Sign Language I	4	Or		
SPAN 1	Elementary Spanish	5	COMM 1H	Honors Communication Fundamentals	3
Or				Introduction to Women's Studies	
SPAN 1H	Honors Elementary Spanish	5	<u>GSS</u> 10		3
COMM 1	Communication Fundamentals	3	Or	Honors intro to Women's Studies	
Or			<u>GSS</u> 10H	Total Units for the Major:	3
COMM 1H	Honors Communication Fundamentals	3			19-24
<u>WS</u> 10	Introduction to Women's Studies	3			
Or					
<u>WS</u> 10H	Honors intro to Women's Studies	3			
	Total Units for the Major:	19-24			

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

**Current
Kinesiology
Associate in Arts for Transfer**

The Kinesiology major consists of courses appropriate for an Associate in Arts in Kinesiology for Transfer degree, which provides a foundational understanding of the discipline, a breadth of coursework in the discipline, and preparation for transfer to any CSU that accepts the AA-T. Students who complete the Associate in Arts in Kinesiology for Transfer degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate a beginning level of knowledge, skill, theory and strategy in at least one sport or physical activity.
- Explain and apply basic physiological principles of human movement in exercise and sports settings.
- Demonstrate an understanding of the structure and function of the body in human performance.
- Recognize the principles of physical fitness development and maintenance as well as the body's responses to physical activity.
- Acquire an understanding of those factors instrumental in the development and performance of motor skills.
- Demonstrate an understanding of the value and significance of physical activity for human interactions, and quality of life.
- Analyze the history, research, and current information in Kinesiology and their current applications.
- Use campus and/or community resources to participate actively in their own education.
- Display leadership, cooperation, sportsmanship and integrity through active participation in fitness and sports.
- Encourage and promote the value of lifelong learning and quality of life through health, sport, fitness and physical activity.

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education-Breadth Requirements (CSU GE-Breadth).
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

Required Core

Course ID	Title	Units
KNES 51	Introduction to Kinesiology	3
BIO 11*	Human Anatomy	4
BIO 12*	Human Physiology	4
and		

Select a maximum of one course each from any three of the following movement-based course areas (3-4.5 units):

Aquatics

KNES 41	Swimming for Nonswimmers	1
or		
KNES 41	Swimming for Nonswimmers	1.5
KNES 42*	Intermediate Swimming	1
or		
KNES 42*	Intermediate Swimming	1.5
KNES 44*	Aquatic Conditioning	1
or		
KNES 44*	Aquatic Conditioning	1.5

Combatives

KNES 90	Beginning Self-Defense	1
KNES 93	Beginning Karate	1
KNES 94	Beginning Aikido	1

Fitness

KNES 1	Cardiovascular Conditioning	1
or		
KNES 1	Cardiovascular Conditioning	1.5
KNES 8	Beginning Cardio Kickboxing	1
or		
KNES 8	Beginning Cardio Kickboxing	1.5
KNES 29	Introduction to Tai Chi Ch'uan	1
KNES 50	Aerobic Dance	1
or		
KNES 50	Aerobic Dance	1.5
KNES/DANC 65	Introduction to Mat Pilates	1
or		
KNES/DANC 65	Introduction to Mat Pilates	1.5

Individual Sports

KNES 20	Beginning Golf I	1
or		
KNES 20	Beginning Golf I	1.5
KNES 24	Beginning Tennis I	1
or		
KNES 24	Beginning Tennis I	1.5
KNES 25*	Beginning Tennis II	1
or		
KNES 25*	Beginning Tennis II	1.5
KNES 26*	Intermediate Tennis	1
or		
KNES 26*	Intermediate Tennis	1.5

Team Sports

KNES 70	Basketball	1
or		
KNES 70	Basketball	1.5
KNES 71*	Advanced Basketball	1
or		
KNES 71*	Advanced Basketball	1.5
KNES 72	Beginning Soccer	1
or		
KNES 72	Beginning Soccer	1.5
KNES 76	Beginning Volleyball	1
KNES 77*	Intermediate Volleyball	1
KNES 81	Beginning Beach Volleyball	1

List A: Select two courses (7-10 units) from the following:

MATH 10*	Introduction to Statistics	3
or		
PSYC 44*	Statistics for the Behavioral Sciences	3
BIO 20	Introduction to Biology	4
CHEM 108	Introduction to General, Organic, and Biochemistry	4
or		
CHEM 1A*	General Chemistry	5
PHYS 2A*	Introduction to Physics	5
or		
PHYS 4A*	General Physics	5

Total Units for the Major 21-25.5

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

**Revised
Kinesiology
Associate in Arts for Transfer**

The Kinesiology major consists of courses appropriate for an Associate in Arts in Kinesiology for Transfer degree, which provides a foundational understanding of the discipline, a breadth of coursework in the discipline, and preparation for transfer to any CSU that accepts the AA-T. Students who complete the Associate in Arts in Kinesiology for Transfer degree receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate a beginning level of knowledge, skill, theory and strategy in at least one sport or physical activity.
- Explain and apply basic physiological principles of human movement in exercise and sports settings.
- Demonstrate an understanding of the structure and function of the body in human performance.
- Recognize the principles of physical fitness development and maintenance as well as the body's responses to physical activity.
- Acquire an understanding of those factors instrumental in the development and performance of motor skills.
- Demonstrate an understanding of the value and significance of physical activity for human interactions, and quality of life.
- Analyze the history, research, and current information in Kinesiology and their current applications.
- Use campus and/or community resources to participate actively in their own education.
- Display leadership, cooperation, sportsmanship and integrity through active participation in fitness and sports.
- Encourage and promote the value of lifelong learning and quality of life through health, sport, fitness and physical activity.

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
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 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.
2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.

Required Core

Course ID	Title	Units
KNES 51	Introduction to Kinesiology	3
BIO 11*	Human Anatomy	4
BIO 12*	Human Physiology	4

and

Select a maximum of one course each from any three of the following movement-based course areas (3-4.5 units):

Aquatics

KNES 41	Swimming for Nonswimmers	1
or		
KNES 41	Swimming for Nonswimmers	1.5
KNES 42*	Intermediate Swimming	1
or		
KNES 42*	Intermediate Swimming	1.5
KNES 44*	Aquatic Conditioning	1
or		
KNES 44*	Aquatic Conditioning	1.5

Combatives

KNES 90	Beginning Self-Defense	1
KNES 93	Beginning Karate	1
KNES 94	Beginning Aikido	1

Fitness

KNES 1	Cardiovascular Conditioning	1
or		
KNES 1	Cardiovascular Conditioning	1.5
KNES 8	Beginning Cardio Kickboxing	1
or		
KNES 8	Beginning Cardio Kickboxing	1.5
KNES 29	Introduction to Tai Chi Ch'uan	1
KNES 50	Aerobic Dance	1
or		
KNES 50	Aerobic Dance	1.5
KNES/DANC 65	Introduction to Mat Pilates	1
or		
KNES/DANC 65	Introduction to Mat Pilates	1.5

Individual Sports

KNES 20	Beginning Golf I	1
KNES 24	Beginning Tennis I	1
or		
KNES 24	Beginning Tennis I	1.5
KNES 25*	Beginning Tennis II	1
or		
KNES 25*	Beginning Tennis II	1.5
KNES 26*	Intermediate Tennis	1
or		
KNES 26*	Intermediate Tennis	1.5

Team Sports

KNES 70	Basketball	1
or		
KNES 70	Basketball	1.5
KNES 71*	Advanced Basketball	1
or		
KNES 71*	Advanced Basketball	1.5
KNES 72	Beginning Soccer	1
or		
KNES 72	Beginning Soccer	1.5
KNES 76	Beginning Volleyball	1
KNES 77*	Intermediate Volleyball	1
KNES 81	Beginning Beach Volleyball	1

List A: Select two courses (7-10 units) from the following:

MATH 10*	Introduction to Statistics	3
or		
PSYC 44*	Statistics for the Behavioral Sciences	3
BIO 20	Introduction to Biology	4
CHEM 108	Introduction to General, Organic, and Biochemistry	4
or		
CHEM 1A*	General Chemistry	5
PHYS 2A*	Introduction to Physics	5
or		
PHYS 4A*	General Physics	5

Total Units for the Major 21-25.5

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Nutrition and Dietetics
Associate in Science for Transfer

The Nutrition program prepares students for a wide variety of employment opportunities involving the applications of fundamentals of normal nutrition. Employment possibilities include public agencies, day-care centers for the young and the elderly, food co-ops, recreation work, pregnancy clinics, education (such as preschool and elementary school), health clubs, gym and figure salons, health food stores and nutritional supplement sales, and drug abuse clinics. The program offers coursework for professional improvement, and some courses can be utilized as transfer courses for students pursuing a Bachelor's degree.

Students who complete the Associate in Science in Nutrition and Dietetics for Transfer degree will receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain entry-level employment or promotion, a baccalaureate or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify components of a healthy diet and lifestyle that lead to optimal health and chronic disease prevention.
- Analyze an individual's nutritional status and make appropriate dietary recommendations.
- Identify and analyze credible research on nutrition-related topics.

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:
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2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" or better in all courses required for the major or area of emphasis.

Required Core: (21 units)

Course ID	Title	Units
FN 50	Fundamentals of Nutrition	3
PSYC 1	Introduction to Psychology	3
or		
PSYC 1H	Honors Introduction to Psychology	3
CHEM 1A*	General Chemistry	5
and		
CHEM 1B*	General Chemistry	5
or		
CHEM 2*	General Chemistry Principles	5
and		
CHEM 1B*	General Chemistry	5
BIO 15	General Microbiology	5

List A: Select one course (3-5 units)

CHEM 12A*	Organic Chemistry	5
BIO 11*	Human Anatomy	4
BIO 12*	Human Physiology	4
MATH 10*	Introduction to Statistics	3
PSYC 44*	Statistics for the Behavioral Sciences	3

List B: Select one courses (3 units)

FN 110*	Food Preparation Essentials	3
SOC 1	Introduction to Sociology	3

Total Units for the Major 27-29

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

Revised
Nutrition and Dietetics
Associate in Science for Transfer

The Nutrition program prepares students for a wide variety of employment opportunities involving the applications of fundamentals of normal nutrition. Employment possibilities include public agencies, day-care centers for the young and the elderly, food co-ops, recreation work, pregnancy clinics, education (such as preschool and elementary school), health clubs, gym and figure salons, health food stores and nutritional supplement sales, and drug abuse clinics. The program offers coursework for professional improvement, and some courses can be utilized as transfer courses for students pursuing a Bachelor's degree.

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Program Student Learning Outcomes

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2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" **(or "P" Pass)** or better in all courses required for the major or area of emphasis.

Required Core: (21 units)

Course ID	Title	Units
FN 50	Fundamentals of Nutrition	3
PSYC 1	Introduction to Psychology	3
or		
PSYC 1H	Honors Introduction to Psychology	3
CHEM 1A*	General Chemistry	5
and		
CHEM 1B*	General Chemistry	5
or		
CHEM 2*	General Chemistry Principles	5
and		
CHEM 1B*	General Chemistry	5
BIO 15	General Microbiology	5

List A: Select one course (3-5 units)

CHEM 12A*	Organic Chemistry	5
BIO 11*	Human Anatomy	4
BIO 12*	Human Physiology	4
MATH 10*	Introduction to Statistics	3
PSYC 44*	Statistics for the Behavioral Sciences	3

List B: Select one courses (3 units)

FN 110*	Food Preparation Essentials	3
SOC 1	Introduction to Sociology	3

Total Units for the Major 27-29

*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Associate in Arts in Spanish for
Transfer Degree

The curriculum in the Spanish program is designed to provide the transfer student an Associate in Arts in Spanish for Transfer degree by providing the necessary breadth in the field and the ability to complete both preparatory coursework for Spanish along with courses required for general education. Students who complete the Associate in Arts in Spanish for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
Required Courses		
SPAN 1	Elementary Spanish	5
SPAN 2	Elementary Spanish	5
SPAN 3	Intermediate Spanish	5
SPAN 4	Intermediate Spanish	5

GROUP A: Select one of the following courses (3-4 units)

*SPAN 6	Intermediate Spanish Grammar & Composition	3
*SPAN 10	Intermediate Conversational Spanish	3
*SPAN 20A	Civilization of Spain through 1898	3
*SPAN 20B	Civilization of Spain 1898 to Present	3
*SPAN 21A	Civilization of Latin America through 1900	3
*SPAN 21B	Civilization of Latin American 1900 Present-1900	3
*SPAN 21C	Hispanic Culture and Literature In the United States	3
Total Units for the Major		23

*Course has a prerequisite, corequisite, limitation, or recommended preparation, see course description.

Revised
Associate in Arts in Spanish for
Transfer Degree

The curriculum in the Spanish program is designed to provide the transfer student an Associate in Arts in Spanish for Transfer degree by providing the necessary breadth in the field and the ability to complete both preparatory coursework for Spanish along with courses required for general education. Students who complete the Associate in Arts in Spanish for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer.

Program Student Learning Outcomes

Students who complete this program will be able to:

- **Accurately interpret written sections in Spanish.**
- **Accurately interpret spoken language in Spanish.**
- **Converse proficiently in Spanish.**
- **Demonstrate knowledge of culture and history of Spanish speaking people.**

Graduation Requirements

The following is required for all AA-T or AS-T degrees:

- 1. Completion of 60 semester units or 90 quarter units that are eligible for transfer to the California State University, including both of the following:**
 - a. The Intersegmental General Education Transfer Curriculum (IGETC) or the California State University General Education – Breadth Requirements (CSU GE-Breadth).**
 - b. A minimum of 18 semester units or 27 quarter units in a major or area of emphasis, as determined by the community college district.**
- 2. Obtainment of a minimum grade point average of 2.0. Students must earn a "C" (or "P" Pass) or better in all courses required for the major or area of emphasis.**

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
Required Courses		
SPAN 1	Elementary Spanish	5
<u>Or</u>		
SPAN 1H	Honors Elementary Spanish	5
SPAN 2*	Elementary Spanish	5
PAN 3*	Intermediate Spanish	5
SPAN 4*	Intermediate Spanish	5

GROUP A: Select one of the following courses (3-4 units)

SPAN 6*	Intermediate Spanish Grammar & Composition	3
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

SPAN 21A	Civilization of Latin America through 1900	3
SPAN 21B	Civilization of Latin American 1900 Present-1900	3
SPAN 21C	Hispanic Culture and Literature In the United States	<u>3</u>
Total Units for the Major		23

*Course has a prerequisite, corequisite, limitation, or recommended preparation, see course description.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Sustainable Landscape Design
Certificate of Achievement

Students who complete the Sustainable Landscape Design certificate program will gain fundamental skills in landscape design elements, process and techniques, that are aesthetic, functional, and sustainable, and that contribute to the local ecology. Students will have opportunities to apply their understanding of sustainable horticultural aspects to the development and management of landscape design projects to promote green living environments. Graduates with these skills can gain entry-level employment in jobs such as landscape planning, design, construction, maintenance, and management of environmental systems and landscape design. Students may also elect to take HORT 144 to prepare for the C27 Contractor Licensing Exam.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate fundamental skills in landscape design elements, process and techniques, that are aesthetic, that are functional, and that contribute to the local ecology with sustainability.
- Apply their understanding of sustainable horticultural aspects to the development of landscape design to promote green living environments.
- Demonstrate landscape construction and maintenance skills based on principles of sustainability.
- Use a variety of computer applications relevant to landscape design, construction, maintenance, and sustainable horticulture.

Required Courses:

Course ID	Title	Units
HORT 7	Introduction to Landscape Design	3
HORT 10	Plant Materials-Ornamental	3
HORT 106	Landscape CAD-Fundamentals	3
HORT 109	Introduction to Planting Design	3
HORT 115	History of Landscape Design	3
HORT 116	Irrigation Design Fundamentals	3
HORT 130	Hardscape and Construction Materials Fundamentals	3
Select one course from each Group		2-6
Total Units for the Certificate		23-27

Group 1:

HORT 139	Contemporary Landscape Design Trends	3
HORT 140	Business Aspects in Horticulture and Landscape	3
HORT 142	Introduction to Design Technology	1
HORT 145A	Landscape-Native Garden Design	2
HORT 145B	Landscape Design-Edible Garden	2
HORT 145C	Landscape Design- Therapeutic Garden	2
HORT 238	Introduction to Horticulture Therapy	3

Group 2:

HORT 138	The Sustainable Landscape	3
HORT 144	Licensure for the Landscape Contractor	2
HORT 146	Landscape Design Portfolio Development	1
HORT 239	Feng Shui and Well Being	2
CWE 180+	Co-Op-Ed-Hort & Landscape	1

+CWE 180 should be taken after completing at least 9 units of the Sustainable Landscape Design program.

Revised
Sustainable Landscape Design
Certificate of Achievement

Students who complete the Sustainable Landscape Design certificate program will gain fundamental skills in landscape design elements, process and techniques, that are aesthetic, functional, and sustainable, and that contribute to the local ecology. Students will have opportunities to apply their understanding of sustainable horticultural aspects to the development and management of landscape design projects to promote green living environments. Graduates with these skills can gain entry-level employment in jobs such as landscape planning, design, construction, maintenance, and management of environmental systems and landscape design. Students may also elect to take HORT 144 to prepare for the C27 Contractor Licensing Exam.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate fundamental skills in landscape design elements, process and techniques, that are aesthetic, that are functional, and that contribute to the local ecology with sustainability.
- Apply their understanding of sustainable horticultural aspects to the development of landscape design to promote green living environments.
- Demonstrate landscape construction and maintenance skills based on principles of sustainability.
- Use a variety of computer applications relevant to landscape design, construction, maintenance, and sustainable horticulture.

Required Course:

Course ID	Title	Units
HORT 7	Introduction to Landscape Design	3
HORT 10	Plant Materials-Ornamental	3
HORT 106	Landscape CAD-Fundamentals	3
HORT 109	Introduction to Planting Design	3
HORT 115	History of Landscape Design	3
HORT 116	Irrigation Design Fundamentals	3
HORT 130	Hardscape and Construction Materials Fundamentals	3
Choose one course from each Group		2-6
Total Units for the Certificate		23-27

Group 1:

HORT 139	Contemporary Landscape Design Trends	3
HORT 140	Business Aspects in Horticulture and Landscape	3
HORT 142	Introduction to Design Technology	1
HORT 145A	Landscape Design-Native Garden	2
HORT 145B	Landscape Design-Edible Garden	2
HORT 145C	Landscape Design- Wellness Garden	2
HORT 238	Introduction to Wellness Gardening	3

Group 2:

HORT 138	The Sustainable Landscape	3
HORT 144	Licensure for the Landscape Contractor	2
HORT 146	Landscape Design Portfolio Development	1
HORT 239	Feng Shui and Well Being	2
CWE 180+	Co-Op-Ed-Hort & Landscape	1

+CWE 180 should be taken after completing at least 9 units of the Sustainable Landscape Design program.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Sustainable Landscape Design
Associate of Science

Students who complete this program will gain fundamental skills in landscape design elements, process and techniques, that are aesthetic, functional, and sustainable, and that contribute to the local ecology. Students will have opportunities to apply their understanding of sustainable horticultural aspects to the development and management of landscape design projects to promote green living environments. Graduates with these skills can gain entry-level employment in jobs such as landscape planning, design, construction, maintenance, and management of environmental systems and landscape design. Students may also elect to take HORT 144 to prepare for the C27 Contractor Licensing Exam.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate fundamental skills in landscape design elements, process and techniques, that are aesthetic, that are functional, and that contribute to the local ecology with sustainability.
- Apply their understanding of sustainable horticultural aspects to the development of landscape design to promote green living environments.
- Demonstrate landscape construction and maintenance skills based on principles of sustainability.
- Use a variety of computer applications relevant to landscape design, construction, maintenance, and sustainable horticulture.

Required Courses:

Course ID	Title	Units
HORT 7	Introduction to Landscape Design	3
HORT 10	Plant Materials-Ornamental	3
HORT 106	Landscape CAD-Fundamentals	3
HORT 109	Introduction to Planting Design	3
HORT 115	History of Landscape Design	3
HORT 116	Irrigation Design Fundamentals	3
HORT 130	Hardscape and Construction Materials Fundamentals	3
Select one course from each Group		2-6

Total Units for the Major 23-27

Group 1:

HORT 139	Contemporary Landscape Design Trends	3
HORT 140	Business Aspects in Horticulture and Landscape	3
HORT 142	Introduction to Design Technology	1
HORT 145A	Landscape-Native Garden Design	2
HORT 145B	Landscape Design-Edible Garden	2
HORT 145C	Landscape Design- Therapeutic Garden	2
HORT 238	Introduction to Horticulture Therapy	3

Group 2:

HORT 138	The Sustainable Landscape	3
HORT 144	Licensure for the Landscape Contractor	2
HORT 146	Landscape Design Portfolio Development	1
HORT 239	Feng Shui and Well Being	2
CWE 180†	Co-Op-Ed-Hort & Landscape	1

†CWE 180 should be taken after completing at least 9 units of the Sustainable Landscape Design program.

Associate of Science Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate of Science degree. A minimum of 12 units must be completed at Saddleback College.

General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

Revised
Sustainable Landscape Design
Associate of Science

Students who complete this program will gain fundamental skills in landscape design elements, process and techniques, that are aesthetic, functional, and sustainable, and that contribute to the local ecology. Students will have opportunities to apply their understanding of sustainable horticultural aspects to the development and management of landscape design projects to promote green living environments. Graduates with these skills can gain entry-level employment in jobs such as landscape planning, design, construction, maintenance, and management of environmental systems and landscape design. Students may also elect to take HORT 144 to prepare for the C27 Contractor Licensing Exam.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate fundamental skills in landscape design elements, process and techniques, that are aesthetic, that are functional, and that contribute to the local ecology with sustainability.
- Apply their understanding of sustainable horticultural aspects to the development of landscape design to promote green living environments.
- Demonstrate landscape construction and maintenance skills based on principles of sustainability.
- Use a variety of computer applications relevant to landscape design, construction, maintenance, and sustainable horticulture.

Required Core:

Course ID	Title	Units
HORT 7	Introduction to Landscape Design	3
HORT 10	Plant Materials-Ornamental	3
HORT 106	Landscape CAD-Fundamentals	3
HORT 109	Introduction to Planting Design	3
HORT 115	History of Landscape Design	3
HORT 116	Irrigation Design Fundamentals	3
HORT 130	Hardscape and Construction Materials Fundamentals	3
Choose one course from each Group		2-6

Total Units for the Major 23-27

Group 1:

HORT 139	Contemporary Landscape Design Trends	3
HORT 140	Business Aspects in Horticulture and Landscape	3
HORT 142	Introduction to Design Technology	1
HORT 145A	Landscape Design-Native Garden	2
HORT 145B	Landscape Design-Edible Garden	2
HORT 145C	Landscape Design- Wellness Garden	2
HORT 238	Introduction to Wellness Gardening	3

Group 2:

HORT 138	The Sustainable Landscape	3
HORT 144	Licensure for the Landscape Contractor	2
HORT 146	Landscape Design Portfolio Development	1
HORT 239	Feng Shui and Well Being	2
CWE 180†	Co-Op-Ed-Hort & Landscape	1

†CWE 180 should be taken after completing at least 9 units of the Sustainable Landscape Design program.

Associate of Science Degree

Complete a minimum of 60 units including the total number of units described above and the General Education requirements with an overall GPA of 2.0 to qualify for the Associate of Science degree. A minimum of 12 units must be completed at Saddleback College.

General Education Requirements for Associate Degrees

Refer to the Graduation Requirements or to the CSU-GE and IGETC patterns in this catalog for specific courses which meet general education requirements. Refer to ASSIST.org and to the transfer institution's catalog for transfer requirements.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Student Out of State Travel

ACTION: Approval

BACKGROUND

Saddleback College and Irvine Valley College are committed to offering high quality educational opportunities to their students which may include travel out of state for attendance at conferences and other activities which are in connection with courses of instruction or school-related educational, cultural, athletic, or college music activities and/or performances. Student travel shall follow the guidelines as listed in the Board Policy 6125: Field Trips, Excursions, and Field Study Courses.

STATUS

The student out of state travel items listed in EXHIBIT A have been reviewed by college faculty and administration, along with appropriate business services staff for adherence to all requisite activities and conditions associated with student travel. The college trip dates, locations, and costs are provided related to the travel.

Students and staff shall at all times adhere to the standards of conduct applicable to conduct on campus. Advisors will ensure all students have appropriate risk management forms completed.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the college student out of state travel for the participants, dates, locations and costs.

Item Submitted By: *Dr. Cindy Vyskocil, Acting President, Irvine Valley College*
Dr. Elliot Stern, President, Saddleback College
Ann-Marie Gabel, Vice Chancellor, Business Services

Out of State Student Travel
February 24, 2020
Board of Trustees Meeting

Student Group Travel

Name of Group/Club, Description of Trip, Location	Trip Dates Inclusive, to/from	No. of students	No. of faculty	Total Cost	Funding Source(s)	College
Associated Students of Irvine Valley College (ASIVC) American Student Association of Community College (ASACC) National Student Advocacy Conference Washington, D.C.	March 13 -18, 2020	5	1	\$15,000	ASIVC	IVC
Associated Student Government (ASG) American Student Association of Community College (ASACC) National Student Advocacy Conference Washington, D.C.	March 13 – 17, 2020	2	1	\$5,600	ASG	SC
National Student Nurses Association (NSNA) Annual Convention Orlando, Florida	April 14 – 19, 2020	8	1	\$13,000	ASG	SC

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Trustees' Requests for Attending Conferences
ACTION: Approval

BACKGROUND

The Orange County Department of Education requires that all travel/mileage expenses claimed by Trustees for official college business be approved by the Board of Trustees as well as their requests to attend upcoming conferences and meetings.

STATUS

The official trips reported in Exhibit A require Board approval for payment by the County of Orange.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve/ratify the Trustees' requests for attending conference(s) as shown in Exhibit A. The schedule of events for each conference is included in Exhibit B and Exhibit C.

TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS

Trustees wishing to attend:

EVENT/LOCATION	DATE(s)*	ESTIMATED COST** (per person)	TRUSTEE REQUESTED ITEM:	TRUSTEE(S) ATTENDING
AACC 100 th Annual Convention Gaylord National Resort & Convention Center National Harbor, MD	March 28-30, 2020	\$3,260.00	Trustee Milchiker	
2020 Annual Trustee Conference Hilton La Jolla Torrey Pines La Jolla, CA	May 1-3, 2020	\$1,250.00		

* The figure in parentheses is the estimated number of nights lodging

** The amount listed includes estimated airfare, lodging, meals, and other expenditures

Friday, March 27
Time

Time	Activity	Attendance
7:00 am – 5:00 pm	Convention Registration	Open
8:00 – 11:00 am	AACC Commission Meetings	Invitation only
8:00 – 11:00 am	AACC Board of Directors Executive Committee Meeting	Invitation only
8:00 am – 5:00 pm	AACC New CEO Academy	Pre-registration
8:00 am – 4:00 pm	Pre-convention Workshops	Ticket required
11:00 am – 12:00 pm	AACC Board of Directors Lunch	Invitation only
12:00 – 5:00 pm	Affiliate Business Meetings	Determined by host orgs
12:00 – 2:30 pm	AACC Board Meeting	Open
Upon Adjournment	Board Committee Meetings	Invitation only
1:00 – 3:50 pm	Focus Groups	Invitation only
5:00 – 6:00 pm	AACC New CEO Academy Reception	Invitation only
5:30 – 9:00 pm	AACC Outgoing Board Member Dinner	Invitation only

Saturday, March 28
Time

Time	Activity	Attendance
7:30 am – 7:30 pm	Convention Registration	Open
7:00 – 8:00 am	AACC Board of Directors Breakfast	Invitation only
8:00 am – 12:00 pm	AACC Board of Directors Meeting	Open
8:00 am – 4:00 pm	Affiliate Business Meetings	Determined by host orgs
8:30 am – 3:30 pm	AACC New CEO Academy continued	Pre-registration
8:30 am – 3:30 pm	Pre-convention Workshops	Ticket required
12:15 – 2:15 pm	Presidents Academy Executive Committee Meeting	Invitation only
3:00 – 3:30 pm	Traditional and Interactive Sessions	Incl in registration
3:00 – 3:50 pm	Traditional Sessions	Incl in registration
3:40 – 4:10 pm	Traditional Sessions	Incl in registration
3:00 – 4:30 pm	Speed Networking w/reception	Invitation only
4:00 – 4:50 pm	Traditional and Interactive Sessions	Incl in registration

4:20 – 4:50 pm	Traditional Sessions	Incl in registration
5:00 – 6:30 pm	Edmund J. Gleazer, Jr. Opening Lecture	Incl in registration
6:30 – 7:45 pm	Opening Reception in Exhibit Hall	Incl in registration
8:00 – 10:00 pm	National Council on Black American Affairs Reception	Incl in registration

Sunday, March 29

Time	Activity	Attendance
7:00 am – 5:00 pm	Convention Registration	
7:00 – 8:30 am	Breakfast Meetings	Determined by host orgs
7:30 – 8:30 am	Birds-of-a-Feather Meet-ups	Incl in registration
8:35 – 10:35 am	Super Spotlight Session	Incl in registration
9:30 - 11:50 am	Exhibit Hall Open w/coffee break	Incl in registration
12:00 – 1:45 pm	Hail and Farewell Luncheon and Annual AACC Business Meeting	Ticket-required
1:30 – 3:30 pm	Exhibit Hall Open	Incl in registration
3:00 – 4:00 pm	Birds-of-a-Feather Meet-ups	Incl in registration
3:00 – 3:30 pm	Traditional Sessions	Incl in registration
3:00 – 3:50 pm	Traditional Sessions	Incl in registration
3:00 – 3:50 pm	Interactive Sessions	Incl in registration
3:40 – 4:10 pm	Traditional Sessions	Incl in registration
4:00 – 4:50 pm	Traditional Sessions	Incl in registration
4:00 – 4:50 pm	Interactive Sessions	Incl in registration
4:00 – 5:00 pm	Coalition of Affiliated Councils Meeting	Determined by host orgs
4:20 – 4:50 pm	Traditional Sessions	Incl in registration
5:00 – 7:00 pm	AACC Reception for Dale P. Parnell Distinguished Faculty	Invitation only
5:00 – 7:00 pm	AACC Lounge	Open
5:00 – 7:00 pm	Affiliate and Partner Receptions	Determined by host org
8:00 – 10:00 pm	National Community College Hispanic Council Reception	Incl in registration

Monday, March 30

Time	Activity	Attendance
7:00 – 4:00 pm	Convention Registration	
7:00 – 8:30 am	Breakfast Meetings	Determined by host orgs
7:30 – 8:30 am	Birds-of-a-Feather Meet-ups	Incl in registration
8:45 – 10:30 am	Dale P. Parnell Lecture Honoring Outstanding Alumni	Ticket required
10:30 – 12:00 pm	Exhibit Hall Open	Incl in registration
12:00 – 1:15 pm	AACC Corporate Council Meeting	Invitation only
12:00 – 12:50 pm	Spotlight Session	Incl in registration
12:00 – 12:50 pm	Traditional Sessions	Incl in registration
12:00 – 12:50 pm	Interactive Sessions	Incl in registration
12:20 – 12:50 pm	Traditional Sessions	Incl in registration
1:00 – 1:50 pm	Spotlight Session	Incl in registration
1:00 – 1:50 pm	Traditional Sessions	Incl in registration
1:00 – 1:50 pm	Interactive Sessions	Incl in registration
2:00 – 2:50 pm	Spotlight Session	Incl in registration
2:00 – 2:50 pm	Traditional Sessions	Incl in registration
2:00 – 2:50 pm	Interactive Sessions	Incl in registration
2:40 – 3:10 pm	Traditional Sessions	Incl in registration
3:00 – 3:50 pm	Spotlight Session	Incl in registration
3:00 – 3:50 pm	Traditional Sessions	Incl in registration
3:20 – 3:50 pm	Traditional Sessions	Incl in registration
4:00 – 5:30 pm	Birds-of-a-Feather Meet-ups	Incl in registration
6:00 – 8:00pm	Awards of Excellence Gala	Ticket required
8:00 – 9:00 pm	AACC Birthday Party	Ticked required

2020 Annual Trustees Conference

Fri, May 1, 2020 to Sun, May 3, 2020
 Hilton La Jolla Torrey Pines
 Schedule-at-a-Glance

General Info

Welcome to the 2020 Annual Trustees Conference. Trustees are leaders when they promote and sustain their colleges' missions to assure student learning and make a difference for their communities. They are responsible for anticipating and responding to new challenges related to environmental and architectural sustainability, leadership turnover, accountability, and changing communities. Effective governing boards ensure that their colleges continue to provide high quality education and service.

Effective governing boards are created by dedicated, knowledgeable trustees and chief executives. Your participation in the 2020 Trustees Conference will strengthen the skills and knowledge required to lead your colleges and be accountable to your communities. Conference speakers and sessions will explore student success, fiscal responsibility, educational trends and effective trusteeship.

Thank you on behalf of CCCT for the work you do and the leadership you provide for the people of California.

**Linda Wah**

President, California Community College Trustees
 Trustee, Pasadena Area CCD

Schedule-at-a-Glance

The schedule is subject to change

Thursday, April 30

7:00 a.m. – 5:00 p.m.

Conference Registration

8:00 a.m. – 12:20 p.m.
registration is required)

Policy & Procedure Service Workshop (**separate**

12:30 p.m. – 1:30 p.m.

BoardDocs Training Session

2:00 p.m. – 5:15 p.m.
registration is required)

Annual Executive Assistants Workshop (**separate**

Friday, May 1

7:00 a.m. – 6:00 p.m.

Conference Registration

8:00 a.m. – 5:00 p.m.
registration is required)

Annual Executive Assistants Workshop (**separate**

8:30 a.m. – 10:15 a.m.	Pre-Conference Workshops
8:30 a.m. – 10:15 a.m.	Brown Act Training
10:30 a.m. – 12:30 p.m.	Ethics Training
10:30 a.m. – 12:30 p.m.	Pre-Conference Workshops
2:00 p.m. – 3:00 p.m.	Opening General Session
3:15 p.m. – 4:30 p.m.	Concurrent Sessions
4:45 p.m. – 5:45 p.m.	Interest Group & Consortia Meetings
5:45 p.m. – 7:00 p.m.	Welcome Reception

Saturday, May 2

7:00 a.m. – 6:00 p.m.	Conference Registration
8:00 a.m. – 9:30 a.m.	Focus Session & Light Breakfast
9:45 a.m. – 10:45 a.m.	Concurrent Sessions
11:00 a.m. – 12:00 noon.	Concurrent Sessions
12:15 p.m. – 2:00 p.m.	General Session Lunch/Fulfilling the Trust Awards
2:15 p.m. – 3:30 p.m.	Concurrent Sessions
3:45 p.m. – 5:00 p.m.	Focus Session
5:30p.m. – 7:00 p.m.	Networking Reception

Sunday, May 3

7:30 a.m. – 11:00 a.m.	Conference Registration
8:00 a.m. – 9:30 a.m.	CCCT Annual Business Meeting & Breakfast Buffet
9:45 a.m. – 11:00 a.m.	Closing General Session
10:45 a.m.- 11:15 a.m.	Grab and Go Snacks

Hotel Information

Hilton La Jolla Torrey Pines
10950 North Torrey Pines Road
La Jolla, California, USA, 92037
858-558-1500

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: District-wide ADA Accessibility Projects, Architectural Services, Amendment No. 01, Little Diversified Architectural Consulting, Inc.

ACTION: Approval

BACKGROUND

On October 28, 2019, the Board of Trustees approved an agreement with Little Diversified Architectural Consulting, Inc. for Architectural Services for the District-wide ADA Accessibility projects, in the amount of \$380,500. The original agreement provided for an amendment of the terms by mutual consent of both parties.

The original agreement was intended to cover as many projects as possible that were identified in our ADA Transition Plan using the total project budget of \$6,000,000. In order to consolidate services in a more economical and efficient manner, we have asked the architect to design additional components identified in the ADA Transition Plan totaling another \$3,000,000 that will be allocated in FY 2020-2021. By doing so, we will be able to bid the larger scope of projects at once.

STATUS

The required modifications contained in Amendment No. 01 are described in EXHIBIT A. Approval of the Architectural Services amendment will result in an increase of \$228,500, for a revised contract total of \$609,000.

Basic aid funds are available in the approved project budget of \$6,000,000 with an anticipated project budget of \$9,000,000 for next year.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Amendment No. 01 to the Architectural Services agreement with Little Diversified Architectural Consulting, Inc., for the District-wide ADA Accessibility projects, increasing the contract amount by \$228,500, for a not to exceed amount of \$609,000.



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AMENDMENT
TO THE ARCHITECTURAL SERVICES AGREEMENT
AT SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Amendment No: 01

THIS AMENDMENT to AGREEMENT dated October 29, 2019 between Little Diversified Architectural Consulting and South Orange County Community College District for the District-wide ADA Accessibility project.

Little Diversified Architectural Consulting and SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT do mutually agree as follows:

1. The scope of this amendment is the additional architectural services required for revision of the funds allocated to the District-wide ADA Accessibility project. The project budget is being revised from \$6,000,000 to \$9,000,000 with the addition of FY 2020 allowance to this project currently in design. It enables the ADA issues to be addressed in a more economical and efficient manner.
2. The total contract value has been amended from \$380,500 to \$609,000

Original Contract Amount-	\$380,500
Amendment No. 1 - Not to Exceed	\$228,500
Total Contract Amount-	\$609,000

Where any Article or portion is amended or superseded, the balance of that Article not specifically amended or superseded shall remain in effect as originally written. Where any Article or portion thereof is supplemented, that supplement shall be considered added thereto, and the original provisions of the Article shall remain in effect as originally written. Where any Paragraph or Section is referenced, such Paragraph or Section is superseded and replaced by the language herein. Except as amended herein, the terms and conditions of the original AGREEMENT shall remain in full force and effect.

IN WITNESS WHEREOF, said PARTIES have executed this AMENDMENT as of the date first above written.

LITTLE DIVERSIFIED ARCHITECTURAL CONSULTING

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Signature of Authorized Representative

Signature of Authorized Representative

Print Name: Rita Carter

Print Name: Ann-Marie Gabel

Print Title: Principal-in-Charge

Print Title: Vice Chancellor, Business Services

Date:

Date:

Email & Phone:

Email & Phone: (949)582-4405

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Transfer of Budget Appropriations: Adopt Resolution No. 20-04 to Approve FY 2019-2020 Budget Transfers

ACTION: Approval

BACKGROUND

Title 5, California Code of Regulations, Section 58307 requires the Board of Trustees to approve by resolution, by a two-thirds (2/3) vote of its members, all transfers of funds from its contingency reserve to any expenditure classification, and approve, by a majority vote, all transfers of funds between expenditure classifications other than that originating from the contingency reserve.

STATUS

For the reporting period ending January 31, 2020 and in accordance with Administrative Regulation 3101, the transfer of budget appropriations are summarized on EXHIBIT A and presented for approval.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 20-04 to approve the transfer of budget appropriations as listed.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 20-04

February 24, 2020

WHEREAS, the Governing Board of the South Orange County Community College District has determined that appropriation transfers between classifications are required to meet operational needs, pursuant to Title 5 of the California Code of Regulations, Section 58307;

NOW, THEREFORE, BE IT RESOLVED that such appropriations are to be transferred according to the following schedule:

General Fund

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
1000	Academic Salaries		\$27,954
2000	Classified Salaries		\$197,652
3000	Employee Benefits		\$161,183
4000	Books and Supplies	\$14,600	
5000	Other Operating Expenses & Services	\$334,356	
6000	Capital Outlay	\$21,215	
7600	Other Payments to Students	\$16,618	
Total Transfers - General Fund		\$386,789	\$386,789

Associated Student Government - Saddleback College

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
4000	Books and Supplies	\$33,920	
5000	Other Operating Expenses & Services		\$33,000
6000	Capital Outlay		\$920
Total Transfers - Associated Student Government - SC		\$33,920	\$33,920
		\$420,709	\$420,709

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET TRANSFERS FY 2019-2020

RESOLUTION NO. 20-04

February 24, 2020

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, Kathleen F. Burke, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the Budget Transfers and foregoing Resolution in the amount of \$420,709 duly and regularly adopted by the said Board at a regular meeting thereof held on February 24, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 25th day of February, 2020.

Kathleen F. Burke
Secretary to the Board of Trustees

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: November – January 2020 Change Orders/ Amendments

ACTION: Ratification

BACKGROUND / STATUS

On November 19, 2018, the Board of Trustees authorized the Chancellor/designee to execute change orders and amendments up to \$200,000 for board ratification. The following change orders and amendments were reviewed and approved by the Vice Chancellor of Business Services or designee, following review by legal counsel, when appropriate.

Exhibit	Contractor Name/Description	Change Order/ Amendment Amount	Revised Total Contract Amount
A.	<u>Leonida Builders, Inc.</u> Construction Services Agreement Change Order No. 01 – To increase the contract value and extend the agreement by 153 days from 8/8/2019 to 1/8/2020. Irvine Valley College	\$1,544.76	\$551,544.76
B.	<u>Moore Iacofano Goltsman, Inc.</u> Education and Master Strategic Plans Consultant Services Agreement Amendment No. 2 – To increase the contract value for additional meetings and extend the agreement for three months from 11/1/2019 to 1/31/2020. SOCCCD	\$23,145.00	\$275,820.00

RECOMMENDATION

The Chancellor recommends the Board of Trustees ratify the change orders and amendments as listed.

South Orange County Community College District
Irvine Valley College
Accessibility Upgrades, Phase 1
Bid No. 358
Board Change Order No. 01

January 31, 2020

Bid #	DESCRIPTION	CONTRACTOR		CONTRACT AMOUNT	Previously Approved COR's	COR Total	REVISED CONTRACT AMOUNT	Previously Approved Time Extension (cal days)
358	General Contractor	Leonida Builders, Inc.		\$550,000.00	\$0.00	\$1,544.76	\$551,544.76	0
		15821 Live Oak Springs Canyon Road, Santa Clarita, CA 91387	TOTAL	550,000.00			551,544.76	153

COR No.	Date	Description	Requested	Status	Amount	Time Extension
1	1/31/2020	Time Extension to accommodate coordination with the Health Center/ Concession Project	By District	Approved	\$1,544.76	153
		TOTAL THIS CHANGE ORDER REQUEST			\$1,544.76	153

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**
AMENDMENT to AGREEMENT

Amendment No: 2

THIS AMENDMENT to AGREEMENT No. SN006241 between Moore Iacofano Goltsman, Inc. and South Orange County Community College District for the MIG, Inc. to provide and deliver consultancy services and all aspects of the Development of District and Colleges' Education and Master Strategic Plans Specified in the District's Request for Qualification & Proposal No. 363D dated August 27, 2018. Amendment #2 to add additional meetings and term extension, per letter dated October 30, 2019..

Moore Iacofano Goltsman, Inc. and South Orange County Community College District do mutually agree as follows:

1. To increase the contract amount by \$23,145 for a new agreement value not to exceed \$275,820 for additional meetings for EMSP, from November 1, 2019 to January 31, 2020.

Where any Article or portion is amended or superseded, the balance of that Article not specifically amended or superseded shall remain in effect as originally written. Where any Article or portion thereof is supplemented, that supplement shall be considered added thereto, and the original provisions of the Article shall remain in effect as originally written. Where any Paragraph or Section is referenced, such Paragraph or Section is superseded and replaced by the language herein. Except as amended herein, the terms and conditions of the original AGREEMENT shall remain in full force and effect.

IN WITNESS WHEREOF, said PARTIES have executed this AMENDMENT as of the date first above written.

MOORE IACOFANO GOLTSMAN, INC.**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

Signature: 
0C36FC66437C4EE...

Print Name: Priya Jerome

Title: Executive Director, Business Services

Date: 11/19/2019

Signature: 
040C15CEF6EC430...

Print Name: Daniel S Iacofano

Title: Principal/CEO

Date: 11/19/2019

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: [SOCCCD: Purchase Orders and Checks]

ACTION: Ratification

BACKGROUND

In accordance with the provisions of the California Education Code Sections 81656 and 85230, purchase orders and checks are submitted for ratification by the Board of Trustees.

STATUS

The following purchase orders are submitted to the Board of Trustees for ratification:

- 16 purchase orders \$5,000 and above amounting to \$1,202,864.42
- 387 purchase orders below \$5,000 amounting to \$225,126.76
- Combined total for all purchase orders is \$1,427,991.18

The purchase order list is provided in order of supplier (EXHIBIT A), and in order of amount (EXHIBIT B).

The District processed 1,357 checks in the amount of \$19,585,695.29 as summarized and submitted for ratification by the Board of Trustees (EXHIBIT C).

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the purchase orders and checks as listed.



South Orange County Community College District

EXHIBIT A
Page 1 of 1

Purchase Order Ratification (Supplier)

January 2, 2020 through January 30, 2020

<u>PO #</u>	<u>Supplier</u>	<u>Location</u>	<u>Description</u>	<u>Amount</u>
P195884	CDW Government LLC	IVC	Document Scanners for Enrollment Services Department - FCCC Board Approved 06/25/18	14,248.70
P195933	CDW Government LLC	SOCCCD	Laptops and Monitor for Student Design Team - FCCC Board Approved 06/25/18	5,634.16
P195988	ConsuLab Educatech Inc.	SC	Equipment for Automotive Technology Program	81,005.37
P196015	Division of the State Architect	IVC	DSA Fees for Chemistry Lab Project	14,550.00
P195790	FHEG Saddleback College Bookstore	SC	Spring 2020 Book Grant Program for Academic Success Program	12,500.00
P195973	Fisher Scientific Company, LLC	IVC	Chemicals and Supplies for Chemistry - FCCC Board Approved 12/11/17	12,403.33
P195874	JIST Career Solutions	SC	Printed Materials for Activities Surveys for High School Counseling	5,765.63
P195985	Matrix Fitness	IVC	Fitness Equipment for the Life Fitness Center	10,320.30
P195958	Pacific Coast Entertainment	IVC	Studio Classroom Intercom System for the Theater	14,993.47
P196102	Pasco Scientific	SC	Universal Interface Equipment for Physics Department	21,673.45
P195844	S & B Foods	SC	Catering for President's Events During Spring 2020 Flex Week	5,650.00
P195982	Sehi Computer Products	SC	Chromebooks for Psychology Department	12,609.18
P195877	SJM Industrial Radio	IVC	Radio Equipment for Campus Police Department	80,256.94
SN007919	Southland Technology, Inc.	SOCCCD	Task Order for AV Refresh Project Phase 3 - Master Agreement Board Approved 6/24/19	899,029.03
P195802	Wasp Barcode Technologies	IVC	Asset Tracking Equipment for Technology Department	7,224.86
P195843	Western Real Estate Business Magazine	SOCCCD	Advertisements for ATEP	5,000.00

16 Purchase Orders \$5,000 and Above	1,202,864.42
387 Purchase Orders Under \$5,000	225,126.76
Total Purchase Orders	1,427,991.18



South Orange County Community College District

EXHIBIT B
Page 1 of 1

Purchase Order Ratification (Amount)

January 2, 2020 through January 30, 2020

<u>PO #</u>	<u>Supplier</u>	<u>Location</u>	<u>Description</u>	<u>Amount</u>
SN007919	Southland Technology, Inc.	SOCCCD	Task Order for AV Refresh Project Phase 3 - Master Agreement Board Approved 6/24/19	899,029.03
P195988	ConsuLab Educatech Inc.	SC	Equipment for Automotive Technology Program	81,005.37
P195877	SJM Industrial Radio	IVC	Radio Equipment for Campus Police Department	80,256.94
P196102	Pasco Scientific	SC	Universal Interface Equipment for Physics Department	21,673.45
P195958	Pacific Coast Entertainment	IVC	Studio Classroom Intercom System for the Theater	14,993.47
P196015	Division of the State Architect	IVC	DSA Fees for Chemistry Lab Project	14,550.00
P195884	CDW Government LLC	IVC	Document Scanners for Enrollment Services Department - FCCC Board Approved 06/25/18	14,248.70
P195982	Sehi Computer Products	SC	Chromebooks for Psychology Department	12,609.18
P195790	FHEG Saddleback College Bookstore	SC	Spring 2020 Book Grant Program for Academic Success Program	12,500.00
P195973	Fisher Scientific Company, LLC	IVC	Chemicals and Supplies for Chemistry - FCCC Board Approved 12/11/17	12,403.33
P195985	Matrix Fitness	IVC	Fitness Equipment for the Life Fitness Center	10,320.30
P195802	Wasp Barcode Technologies	IVC	Asset Tracking Equipment for Technology Department	7,224.86
P195874	JIST Career Solutions	SC	Printed Materials for Activities Surveys for High School Counseling	5,765.63
P195844	S & B Foods	SC	Catering for President's Events During Spring 2020 Flex Week	5,650.00
P195933	CDW Government LLC	SOCCCD	Laptops and Monitor for Student Design Team - FCCC Board Approved 06/25/18	5,634.16
P195843	Western Real Estate Business Magazine	SOCCCD	Advertisements for ATEP	5,000.00

16 Purchase Orders \$5,000 and Above	1,202,864.42
387 Purchase Orders Under \$5,000	225,126.76
Total Purchase Orders	1,427,991.18



South Orange County Community College District

EXHIBIT C

Page 1 of 1

Check Ratification

January 2, 2020 through January 30, 2020

<u>Fund</u>	<u>Checks</u>	<u>Amount</u>
01 General Fund	1,111	13,395,799.15
07 IVC Community Education	3	4,880.31
09 SC Community Education	33	256,865.85
12 Child Development	5	177,630.02
40 Capital Outlay	114	5,072,127.29
68 Self Insurance	6	29,804.36
71 Retiree Benefit	4	545,101.00
95 SC Associated Student Government	23	72,929.56
96 IVC Associated Student Government	58	30,557.75
Total	1,357	19,585,695.29

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Contracts

ACTION: Ratification

BACKGROUND

On November 19, 2018, the Board of Trustees authorized the Chancellor/designee to approve individual business contracts less than \$200,000, with the following exceptions: contracts involving bid limits, the Chancellor/designee shall be limited to less than \$200,000 for public works projects and \$92,600 for equipment, supplies and maintenance projects through December 31, 2019 (\$95,200 effective January 1, 2020).

STATUS

From December 14, 2019 through January 21, 2020, the Vice Chancellor of Business Services, or appropriate designee, reviewed and approved 106 total contracts following review by legal counsel, when appropriate.

Contract summaries are as follows:

EXHIBIT	# OF CONTRACTS	CONTRACT AMOUNT	TOTAL
A	52	≥\$5,000 to <\$200,000	\$1,546,204.43
B	10	\$ Zero Value	\$0.00
C	2	≥\$15,000 to <\$200,000	\$147,991.00
N/A	42	Under \$5,000	\$72,580.29
TOTAL	106		\$1,766,775.72

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify all of the contracts as listed.



December 14, 2019 through January 21, 2020
Contracts with Values between \$5,000 and \$200,000
Board Date: February 24, 2020

CONTRACTOR NAME**CONTRACT AMOUNT**

<u>Penn Corporate Relocation Services</u> Move/Relocation Consultant Services Agreement (Amend No. 3) – To increase contract value by \$19,529 from current agreement amount of \$95,929 for additional moving services for Saddleback College Stadium Project and to extend term by seven months through 7/31/2020. District Services	\$115,458.00
<u>Walter P. Moore and Associates, Inc.</u> Professional Services Agreement – To provide building envelope consulting services for Saddleback College Gateway Building Project from 12/17/2019 to 12/16/2022. District Services	\$100,705.00
<u>Walter P. Moore and Associates, Inc.</u> Professional Services Agreement – To provide building envelope consulting services for Irvine Valley College Fine Arts Building Project from 12/17/2019 to 9/1/2022. District Services	\$93,555.00
<u>Lake Washington Institute of Technology</u> Subaward Agreement – To provide activities in support of the National Science Foundation (NSF) Optics, Photonics, and Lasers Technical Education Curriculum Development Project (OPAL TEC) from 9/1/2019 to 8/31/2020. Irvine Valley College	\$91,541.00
<u>The Solis Group</u> Task Order – To provide labor compliance services for Saddleback College ATAS Building Project from 12/17/2019 to 6/1/2022. District Services	\$88,979.00
<u>MA Engineers, Inc.</u> Professional Services Agreement – To provide building commissioning services for the Saddleback College Gateway Building Project from 12/17/2019 to 12/16/2023. District Services	\$85,000.00
<u>Knowland Construction Services</u> Professional Services Agreement – To provide Division of the State Architect (DSA) inspection services for ATEP Phase 1 Campus Site Signage Project from 1/2/2020 to 9/30/2020. District Services	\$81,720.00

<u>Soka University of America</u> Facility Use Agreement – To provide use of track and field stadium for Saddleback College Athletics department team practices from 1/16/2020 to 5/14/2020. District Services	\$74,000.00
<u>Capital Engineering Consultants, Inc.</u> Professional Services Agreement – To provide building commissioning services for the Irvine Valley College Fine Arts Building Project from 12/17/2019 to 9/1/2022. District Services	\$69,034.00
<u>Mackey Creative Lab</u> Professional Services Agreement – To provide consultation, development, and testing for designing and building the Guided Pathways website from 12/16/2019 to 9/30/2020. Irvine Valley College	\$60,545.00
<u>PowerSchool Group</u> Software License Agreement – Renewal of PeopleAdmin applicant tracking and position management software from 12/16/2019 to 12/15/2020. District Services	\$58,890.21
<u>Little Diversified Architectural Consulting, Inc.</u> Professional Services Agreement – To provide architectural services for Warehouse Canopy Project from 12/17/2019 to 12/16/2021. District Services	\$50,000.00
<u>Interact Communications, Inc.</u> Professional Services Agreement – To provide advertising campaign services to promote student enrollment and retention from 11/26/2019 to 6/30/2020. Irvine Valley College	\$44,940.00
<u>Computrols, Inc.</u> Field Services Agreement – To install thermostat and space temperature sensors in the IDEA building from 1/6/2020 to 4/30/2020. Irvine Valley College	\$44,501.00
<u>Bumpin Ballroom</u> Educational Services Agreement – To provide dance classes for the Community Education program from 1/14/2020 to 10/20/2020. Saddleback College	\$35,000.00
<u>Angels Baseball, LP</u> Sales Consignment Agreement – To purchase tickets and hat vouchers for Angels Baseball Night event from 1/4/2020 to 4/5/2020. Saddleback College – ASG	\$30,000.00

<u>Cal Poly Pomona Foundation, Inc.</u> Professional Services Agreement – To collect and store veteran student Joint Service Transcript (JST) data in a collective database at Cal Poly Pomona in support of the Veteran Articulation Track (V-CAT) funded program from 6/15/2018 to 9/30/2019. Saddleback College	\$25,000.00
<u>Yosemite Community College District</u> Instructional Agreement – To receive tuition reimbursement funds through the Child Development Training Consortium for eligible students in the Child Development program from 9/1/2019 to 6/20/2020. Saddleback College	\$21,840.00 (Revenue)
<u>Graylog, Inc.</u> Independent Contractor Agreement (Amend No. 2) – No-cost three-month extension for system security incident monitoring services through 3/31/2020. District Services	\$17,500.00
<u>Mark IV Communications, Inc.</u> Professional Services Agreement – To provide cabling services at various locations for the Summer Cabling Installation Project from 8/1/2019 to 9/30/2019. Irvine Valley College	\$16,883.21
<u>PIC Group, LLC</u> Information Technology Consultant Services Agreement – To provide construction management services for Irvine Valley College and Saddleback College Classroom Technology and Audio Visual Refresh Projects from 7/1/2019 to 8/30/2020. District Services	\$16,800.00
<u>ITI Cabling, Inc.</u> Independent Contractor Agreement – To install cabling for BGS 131 Computer Lab Project from 12/10/2019 to 6/30/2020. Saddleback College	\$16,124.00
<u>Yale/Chase Equipment and Services, Inc.</u> Independent Contractor Agreement – To provide maintenance and repair services for warehouse forklifts and carts from 11/1/2018 to 10/31/2023. District Services	\$15,000.00
<u>R2A Architecture</u> Architectural Services Agreement (Amend No. 1) – No-cost extension for Radio Station Antennas Fixed Mounting Project through 5/15/2020. Saddleback College	\$14,868.00
<u>Fallen Leaf Films</u> Independent Contractor Agreement (Amend No. 1) – No-cost extension to create a marketing video promoting dual enrollment to K-12 students through 1/31/2020. Saddleback College	\$14,850.00

<u>NetBrain Technologies, Inc.</u> Software License Agreement – Renewal of maintenance agreement for NetBrain network monitoring software from 2/2/2020 to 2/1/2023. Saddleback College	\$14,850.00
<u>Bytes & Bots</u> Independent Contractor Agreement (Amend No. 1) – No-cost extension to provide robotics workshops for Math, Science and Engineering division through 11/2/2019. Saddleback College	\$14,100.00
<u>ACCO Engineered Systems, Inc.</u> Field Services Agreement – To provide plumbing repairs and pipe jetting at multiple locations on campus from 1/8/2020 to 2/15/2020. Irvine Valley College	\$13,997.85
<u>The Solis Group</u> Task Order – To provide labor compliance services for ATEP Phase 1 Campus Site Signage Project from 12/17/2019 to 8/31/2020. District Services	\$13,928.00
<u>United Site Services of California, Inc.</u> Independent Contractor Agreement – To provide portable restrooms, services, and supplies from 7/1/2019 to 6/30/2020. Saddleback College	\$13,795.11
<u>C.E.M. LAB Corp.</u> Testing & Special Inspection Consultant Services Agreement – To provide inspection and testing services for Saddleback College Classroom Technology and Audio Visual Refresh Project from 1/1/2020 to 1/2/2021. District Services	\$13,170.00
<u>Embee Technologies</u> Independent Contractor Agreement – To provide electrical installation for BGS 131 Computer Lab Project from 12/10/2019 to 6/30/2020. Saddleback College	\$12,900.00
<u>California Pacific Annual Conference of the United Methodist Church</u> Professional Services Agreement (Amend No. 1) – To increase contract value by \$4,788 from current agreement amount of \$7,980 for additional attendees at Student Leadership fall retreat through 10/6/2019. Irvine Valley College - ASIVC	\$12,768.00
<u>Schools First Federal Credit Union</u> Site License and Service Agreement – To provide and maintain Automated Teller Machines (ATMs) at Saddleback College and Irvine Valley College. Irvine Valley College and Saddleback College	\$12,600.00 (Revenue)

<u>Kanopy, Inc.</u> Software License Agreement – Renewal of film streaming platform for School of Humanities from 10/1/2019 to 10/1/2020. Irvine Valley College	\$12,000.00
<u>Docusign, Inc.</u> Software License Agreement – Renewal of Docusign electronic signature software from 10/15/2019 to 10/14/2020. Irvine Valley College	\$10,695.00
<u>Robin L. Harrington</u> Independent Contractor Agreement – To provide consulting services to include training and data analysis for Perkins V funding from 12/16/2019 to 3/31/2020. Saddleback College	\$10,650.00
<u>Vital Link</u> Independent Contractor Agreement – To provide facilitation and support services for the Career Technical Education Orange County (CTEoc) collaborative from 1/11/2020 to 1/10/2023. Saddleback College	\$10,000.00
<u>Traffic Management, Inc.</u> Independent Contractor Agreement – To provide light tower rental for Saddleback College football practice fields from 11/1/2019 to 1/31/2020. District Services	\$9,190.00
<u>Kitchen and Bath Transformations</u> Field Services Agreement – To renovate countertops in Child Development Center reception area from 12/19/2019 to 5/19/2020. Saddleback College	\$9,000.00
<u>American Security Group</u> Field Services Agreement (Amend No. 1) – To increase contract value by \$641.25 from current agreement amount of \$7,800 for maintenance and repair of emergency phone towers through 9/22/2019. Irvine Valley College	\$8,441.25
<u>Hampton Tedder Electric Co.</u> Field Services Agreement – To provide high voltage support for Saddleback College Stadium Project from 12/26/2019 to 12/27/2019. District Services	\$8,400.00
<u>The Solis Group</u> Task Order (Amend No. 1) – To increase contract value by \$2,780 from current agreement amount of \$5,560 for labor compliance services for Accessibility Upgrades, Phase 1 Project and to extend term by two months through 1/31/2020. Irvine Valley College	\$8,340.00

<u>Checkroom NV</u> Software License Agreement (Amend No. 1) – To increase contract value by \$880 from current agreement amount of \$6,578 for additional equipment reservation and checkout system licenses through 9/18/2020. Irvine Valley College	\$7,458.00
<u>ComputerLand of Silicon Valley</u> Software License Agreement (Amend No. 1) – To increase contract value by \$589 from current agreement amount of \$6,634 for MS Project Pro project management software through 9/30/2022. Saddleback College	\$7,223.00
<u>Yosemite Community College District</u> Instructional Agreement – To receive tuition reimbursement funds through the Child Development Training Consortium for eligible students in the Child Development program from 9/1/2019 to 6/20/2020. Irvine Valley College	\$6,500.00 (Revenue)
<u>Knowland Construction Services</u> Professional Services Agreement – To provide Division of the State Architect (DSA) inspection services for Saddleback College ATAS Building Project from 12/23/2019 to 1/22/2022. District Services	\$6,160.00
<u>ReadSpeaker, LLC</u> Software License Agreement – Renewal of accessibility software for online learning from 12/1/2019 to 11/30/2020. Saddleback College	\$6,000.00
<u>Blackbaud, Inc.</u> Software License Agreement – Renewal of donor award management subscription from 12/4/2019 to 12/2/2020. Saddleback College Foundation	\$5,766.55
<u>Core Support Systems, Inc.</u> Professional Services Agreement – To provide support and maintenance for IT data center HVAC units from 11/18/2019 to 11/17/2020. District Services	\$5,538.25
<u>Foundation for California Community Colleges</u> Memorandum of Understanding – To provide a license for Environmental Systems Research Institute (ESRI) Geographic Information System (GIS) mapping software from 7/1/2019 to 6/30/2021. Irvine Valley College	\$5,000.00
<u>The Lavin Agency, Inc.</u> Guest Speaker Agreement – For musician to present An Evening with Vijay Gupta on the Medicine of Music event on 2/21/2020. Irvine Valley College	\$5,000.00



December 14, 2019 through January 21, 2020
Contracts with Value of \$0
Board Date: February 24, 2020

<u>CONTRACTOR NAME</u>	<u>CONTRACT AMOUNT</u>
<u>Alzheimer's Orange County</u> Clinical Affiliation Agreement – To provide clinical site for students enrolled in Human Services program from 10/21/2019 to 10/20/2021. Saddleback College	\$0.00
<u>Casta Del Sol Homeowners Association, Inc.</u> Facility Use Agreement – Location use of Casta Del Sol for Emeritus classes from 1/13/2020 to 5/31/2020. Saddleback College	\$0.00
<u>Collaborative Solutions, LLC</u> Mutual Non-Disclosure Agreement – To provide consulting services for Workday system from 1/15/2020 to 1/14/2025. District Services	\$0.00
<u>Da Vinci Paint Company</u> Facility Use Agreement – Location use for Emeritus classes from 1/1/2020 to 12/31/2024. Saddleback College	\$0.00
<u>Jaclynn Do MD., Inc.</u> Clinical Affiliation Agreement – To provide clinical site for students enrolled in the Medical Assistant program from 1/9/2020 to 1/8/2022. Saddleback College	\$0.00
<u>Laguna Niquel Presbyterian Church</u> Facility Use Agreement – Location use for Emeritus classes from 1/13/2020 to 5/20/2020. Saddleback College	\$0.00
<u>Orange County Department of Education</u> Participation Agreement – To provide evaluation services through the Quality Start OC program for the Child Development Center from 7/1/2019 to 6/30/2020. Saddleback College	\$0.00
<u>Orange County Registrar of Voters</u> Vote Center Facility Use Agreement – To designate campus as a voting facility from 2/29/2020 to 3/3/2020. Saddleback College	\$0.00

<u>State of California, Department of General Services</u> Travel Payment System Agreement (Amend No. 1) – To exercise first two- year extension option for travel payment system through 10/31/2021. District Services	\$0.00
<u>Sustain Recovery</u> Clinical Affiliation Agreement – To provide clinical site for students enrolled in Human Services program from 12/20/2019 to 12/19/2021. Saddleback College	\$0.00



December 14, 2019 through January 21, 2020

**Contracts awarded through the California Uniform Public Construction
Cost Accounting Act (CUPCAA) with values between \$15,000 and
\$200,000**

Board Date: February 24, 2020

Contractor Name / Description of Contract	Change Order # and Amount	Total Contract Amount	# of Contractors Solicited	# of Bids Received	Rationale for Award
<u>ACCO Engineered Systems</u> Field Services Agreement: To provide HVAC scheduled maintenance for chillers, pumps, boilers, and VFDs. Irvine Valley College	1 No cost.	\$101,091.00	N/A	N/A	To extend completion date by 71 days.
<u>US National Corp.</u> Field Services Agreement: To paint the interior of the Child Development Center. Saddleback College	N/A	\$46,900.00	344	6	Contract awarded to lowest responsive, responsible bidder.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Academic Year 2020-2021 Nonresident Tuition Fees

ACTION: Approval

BACKGROUND

The California Education Code, Section 76140, requires each district governing board to establish a nonresident tuition fee for the succeeding fiscal year no later than March 1 of the current fiscal year. This rate is based on the expense of education per FTES for the previous fiscal year, modified by the projected increase in the U.S. Consumer Price Index. The current fiscal year nonresident tuition fee is \$265 per semester unit.

Pursuant to Education Code Section 76141, a district may also charge nonresident students a capital outlay fee. Revenue derived from this fee shall be expended for purposes of capital outlay, maintenance, and equipment. The current fiscal year capital outlay fee is \$30 per semester unit.

In addition to the nonresident tuition fee, Chapter 170, Statutes of 1992, also added Education Code Section 76142, which authorized districts to charge nonresident applicants who are both citizens and residents of a foreign country a processing fee. The current fiscal year application fee is \$54.

STATUS

The District rate for the 2020-2021 academic year may be established under one of seven prescribed options as shown in the Nonresident Tuition Fee Worksheet (EXHIBIT A). The statewide rate, representing the average statewide projected cost of education, is \$290 per semester unit; and the calculated District rate is \$272 per semester unit. The additional amount for capital outlay that can be levied under Education Code Section 76141 is \$70 per semester unit and the actual document processing application fee has been calculated at \$70 as shown in EXHIBIT B.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt a 2020-2021 academic year nonresident tuition fee of \$290 per semester unit based on the "Statewide Average" option. It is further recommended to decrease the capital outlay fee authorized by Education Code Section 76141 to \$10 per semester unit rate to remain competitive with neighboring districts, and maintain the current \$54 per semester application fee as authorized by Education Code Section 76142.

FS19-08 2020-21 Nonresident Fee Worksheet

2020-21 Nonresident Tuition and Capital Outlay Fee Worksheet

District: South Orange County Community College District

Term: Semester

Nonresident Tuition Fee Options

A.1 District Average Cost

A.	District Expense of Education for Base Year	\$	220,836,428
B.	District Annual Total FTES		28,190
C.	Average Expense of Education per FTES (A/B)	\$	7,834
D.	U.S. Consumer Price Index Compound Factor		1.0420
E.	Average Cost per FTES for Tuition Year (C x D)	\$	8,163
F.	Nonresident Tuition Fee per Semester Unit (E/30)	\$	272

A.2 District Average Cost with 10 Percent or More Noncredit FTES

	Noncredit FTES Percent of Total		11.4%
A.	District CREDIT ONLY Expense of Education for Base Year	\$	220,836,428
B.	Annual Attendance FTES		24,976
C.	Average Expense of Education per FTES (A/B)	\$	8,842
D.	U.S. Consumer Price Index Compound Factor		1.0420
E.	Average Cost per FTES for Tuition Year (C x D)	\$	9,213
F.	Nonresident Tuition Fee per Semester Unit (E/30)	\$	307

B.1 Statewide Average Cost

A.	Statewide Expense of Education for Base Year	\$	9,581,068,770
B.	Statewide Annual Total FTES		1,148,145
C.	Average Expense of Education per FTES (A/B)	\$	8,345
D.	U.S. Consumer Price Index Compound Factor		1.0420
E.	Average Cost per FTES for Tuition Year (C x D)	\$	8,695
F.	Nonresident Tuition Fee per Semester Unit (E/30)	\$	290

B.2 Highest Statewide Average Cost

	Highest year of the succeeding, current, and 4 prior years.		2020-21
	Nonresident Tuition Fee per Semester Unit	\$	290

C Contiguous District

	Contiguous District		
	Maximum Fee (Contiguous District Nonresident Tuition Fee)		
	Nonresident Tuition Fee per Semester Unit		

D Between Statewide Average Expense of Education and District Expense of Education

	Minimum (Option B.1 - Statewide Average Cost) per Semester Unit	\$	290
	Maximum (District Total Expense of Education)	\$	220,836,428
	Nonresident Tuition Fee per Semester Unit	\$	290

E Comparable States Average

	Nonresident Tuition Fee per Semester Unit	\$	414
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Nonresident Capital Outlay Fee

A.	Capital Outlay Expense for 2018-19	\$	59,510,307.00
B.	FTES for 2018-19		28,190.45
C.	Capital Outlay Expense per FTES (A/B)	\$	2,111.01
D.	Capital Outlay Fee per Semester Unit (C/30)	\$	70.37
E.	Adopted 2020-21 Nonresident Tuition Fee	\$	290.00
F.	50% of Adopted 2020-21 Nonresident Tuition Fee	\$	145.00
G.	Maximum 2020-21 Nonresident Capital Outlay Fee (lesser of D or F)	\$	70.37

**California Community Colleges
2020-21 Nonresident Tuition and Capital Outlay Fee
South Orange County Community College District**

The district governing board has established Nonresident Fees as shown below.

**Adoption
Date:**

February 24, 2020

Nonresident Tuition Fee

Basis for Adoption (Select one)

Fee

<input type="checkbox"/>	A.1 - District Average Cost	
<input type="checkbox"/>	A.2 - District Average Cost with 10 Percent or More Noncredit FTES	
<input checked="" type="checkbox"/>	B.1 - Statewide Average Cost	\$ 290
<input type="checkbox"/>	B.2 - Highest Statewide Average Cost	
<input type="checkbox"/>	C - Contiguous District	
<input type="checkbox"/>	D - Between Statewide Average Expense of Education & District Expense d	
<input type="checkbox"/>	E - Comparable States Average	

Nonresident Capital Outlay

Maximum Nonresident Capital Outlay Fee is \$ 70

<input checked="" type="checkbox"/>	Nonresident Capital Outlay Fee	\$ 10
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Contact Information

Signature:

Name: Ann-Marie Gabel

Title: Vice-Chancellor, Business Services

Phone: 949-582-4664

Email: agabel@socccd.edu

2020-21 Nonresident Tuition Rate Calculation

**2020-21
Capital Outlay Fee Calculation
E.C.S. 76142**

A. Total Capital Outlay 2018-19	\$ 59,510,307
B. FTES for 2018-19	28,190
C. Capital Outlay Expense per FTES (A / B)	\$ 2,111
D. Calculated 2020-21 Capital Outlay Fee, per unit (C / 30)	\$ 70
E. Capital Outlay Fee, per unit Recommended *	\$ 10

**2020-21
Application Fee Calculation
E.C.S. 76142**

A. Admissions & Records Operating Expense for 2018-19 (per CCFS-311, A.C. 6200)	\$ 3,940,000
B. FTES for 2018-19	28,190
C. Student cost per academic year (A / B)	\$ 140
D. Calculated 2020-21 Application fee, per semester (C / 2)	\$ 70
E. Application fee, per semester Recommended *	\$ 54

Comparison of Nonresident Fees

	<u>2017-2018</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021*</u>
Nonresident Tuition	\$ 256	\$ 258	\$ 265	\$ 290
Capital Outlay Fee	\$ 74	\$ 30	\$ 30	\$ 10
Application Fee	\$ 54	\$ 54	\$ 54	\$ 54
	\$ 330	\$ 288	\$ 295	\$ 300

* Recommended 2020-2021 Fees

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Access Control & Security Systems and Hardware, CMAS Contract No. 4-16-84-0053A, Supplement No. 1 with Blue Violet Networks, LLC

ACTION: Approval

BACKGROUND

On June 25, 2018, the Board of Trustees approved the use of California Multiple Award Schedules (CMAS) Contract No. 3-17-84-0052B for Avigilon access control and security systems and No. 4-16-84-0053A for Schlage and Von Duprin hardware for the purchase, warranty, and implementation, integration and installation of security access control systems, surveillance systems, software maintenance, and hardware products. Both CMAS contracts were awarded to Blue Violet Networks, LLC with an estimated cost not to exceed \$3,300,000. These contracts support the procurement and installation of security related access control systems campus-wide at Irvine Valley College (IVC).

Pursuant to Public Contract Code section 10298, the District can utilize contracts awarded by the California Department of General Services through CMAS.

STATUS

A vast majority of existing doors in older buildings on the IVC campus have vision lights that are non-compliant with DSA requirements for ADA accessibility. Many of these doors are fire-rated making it cost prohibitive to alter the light in the field. After considering various options, IVC staff determined that in order to meet DSA requirements for the project the scope and cost of the project should be expanded to include replacement of existing doors. Supplement No. 1 for CMAS contract No. 4-16-84-0053A includes the addition of Steelcraft doors that are compatible with Avigilon hardware.

The purchase and installation of the Steelcraft doors will add an estimated cost not to exceed \$2,700,000 for a total project value not to exceed \$6,000,000.

The implementation and integration of this project is scheduled to be performed in stages over the next two years. CMAS contract No. 4-16-84-0053A, Supplement No. 1 awarded to Blue Violet has an active term through July 31, 2022.

Funding for the project will come from basic aid and various college funding sources.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the use of Access Control & Security Systems and Hardware, CMAS Contract No. 4-16-84-0053A, Supplement No. 1 with Blue Violet Networks, LLC. This approval applies to purchases made within the terms of each contract and is contingent upon verification of the availability of funds for each purchase.

Item Submitted By: *Ann-Marie Gabel, Vice Chancellor, Business Services*

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Master Subscription Agreement and Order Form for Budget Development Software, TM Software, LLC

ACTION: Approval

BACKGROUND

On January 26, 2015, the Board of Trustees approved the Master Subscription Agreement with TM Software, LLC, formerly known as Tidemark Systems, Inc., for budget development software as part of the HR/Financial Software System Project.

STATUS

The current agreement with TM Software, LLC is set to expire on February 28, 2020. Fiscal services recommends renewal of the agreement to continue utilizing the software for the development of the annual budget for the District.

The initial term of the Master Subscription Agreement and Order Form (EXHIBIT A) in the amount of \$374,850 is for the term of 35 months from March 1, 2020 to January 26, 2023. The agreement includes the option to renew for up to two additional one-year terms for \$134,946 per year. The five-year total is \$644,742 with the agreement expiration date of January 26, 2025.

Basic aid funding for this agreement is included in the HR/Finance Software System Project budget.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Master Subscription Agreement and Order Form with TM Software, LLC for budget development software from March 1, 2020 to January 26, 2025.



MASTER SUBSCRIPTION AGREEMENT

This Master Subscription Agreement ("**Agreement**") is made and entered into as of the later of the dates beneath the parties' signatures below ("**Effective Date**") between TM Software, LLC, having a principal office at 800 Roosevelt Rd. Bldg E, Ste 204 Glen Ellyn, IL 60137 ("Company") and **South Orange County Community College District having a principal office at 28000 Marguerite Pkwy, Mission Viejo, CA 92692-3635** ("Customer"). Company and Customer are sometimes referred to herein individually as a "**Party**" and together as the "**Parties**."

1. **Definitions.** Capitalized terms shall have the meaning described herein.

"**Confidential Information**" means all confidential information, including source code, algorithms, formulas, methods, know-how, processes, designs, new products, developmental work, marketing requirements, marketing plans, customer names, prospective customer names, disclosed by a Party to the other Party, whether orally or in writing, that is designated as confidential. Customer Confidential Information includes Customer Data, whether or not such Customer Data is marked confidential. Confidential Information (other than Customer Data) shall not include any information that: (i) is or becomes generally known to the public without breach of any obligation owed to the disclosing Party; (ii) was known to the receiving Party prior to its disclosure by the disclosing Party without breach of any obligation owed to the disclosing Party, (iii) is received from a third party without breach of any obligation owed to the disclosing Party, or (iv) was independently developed by the receiving Party, without use of the disclosing Party's Confidential Information.

"**Customer Data**" means any electronic data or information submitted by Customer or Users to the Service.

"**Documentation**" means the electronic and hard copy user guides for the Service published by Company, as may be updated from time to time, provided the functionality during a subscription term shall not be materially diminished.

"**Malicious Code**" means viruses, worms, time bombs, Trojan horses and other harmful or malicious code, files, scripts, agents or programs.

"**Order**" means the order document to this Agreement executed by each of the Parties identifying the Service to which Customer has purchased a subscription, and other transaction-specific information.

"**Service**" means the software-as-a-service applications offered by Company as described in the Documentation and subscribed to pursuant to an Order. Service includes without limitation, any improvements, upgrades and new version releases. If any products or functionality are renamed, repackaged or rebundled by Company, Customer is entitled to at least equivalent functionality at no additional cost to Customer.

"**SLA**" means Tidemark's Service Level Agreement, attached hereto as an Exhibit.

"**Users**" are named employees or third party individuals that provide services to Customer that are authorized by Customer to access or received Customer Data from the Service.

2. **Access to the Service**

2.1. Access to the Service. Subject to the terms of this Agreement, Company: (i) shall provide Customer; and (ii) Company hereby grants to Customer, a non-exclusive, non-transferable, right to; through the Users, access to and use of the Service and Documentation during the subscription term set forth on the applicable Order solely for Customer's internal business purposes, and solely in accordance with the terms of this Agreement.

2.2 Restrictions. Customer shall not, and shall ensure Users do not: (i) copy, duplicate, modify or incorporate in any other work any portion of the Service; and (ii) reverse compile, disassemble, reverse engineer or otherwise reduce to human perceivable form any of the Service; (iii) license, sublicense, sell, resell, rent, lease, transfer, assign, distribute, time share, offer in a service bureau, or otherwise make the Service or Documentation available to any third party, other than to Users as permitted herein; (iv) attempt to access the Service or the networks and/or infrastructure except as permitted pursuant to the Documentation and this Agreement; (v) use the Service to store or transmit obscene, threatening, infringing information, or information in violation of applicable laws, or use the Service, or submit Customer Data, in violation of applicable laws; (vi) send or store Malicious Code in connection with the Service; (vii) disrupt or interfere with the Service or any information contained therein; or (viii) share User names or passwords with others. Each User subscriptions is for the designated User only and cannot be shared or used by more than one User, provided, however, Customer may reassign a subscription to a new User that has replaced a former User who no longer requires ongoing use of the Service. If the number of actual Users accessing the Service under a license category is higher than the applicable permitted licensed number of Users set forth in the Order Form, Customer will pay Tidemark an additional subscription fee per additional User at an annualized rate for the remainder of the subscription term based on the per User monthly fee set forth in the Order Form. Subscription fees for any such additional User licenses shall be paid by Customer within thirty (30) days of the date of Tidemark's invoice.

2.3 System Availability and Maintenance. Company shall provide the Service in accordance with the SLA.

3. Customer Obligations.

3.1 Designation of Users. Customer shall: (i) enable access of the Service only to Users, and only for Customer's and its affiliated companies' internal business purposes and not for the benefit of a third party, only in accordance with the terms of this Agreement and the Documentation; and (ii) to the extent Customer would be liable, be liable for the acts and omissions of each User as if they were the acts and omissions of Customer; and (iii) solely responsible for the legality, accuracy and quality of all Customer Data.

3.2 Cooperation and Assistance. Customer shall, to the extent necessary for Company to provide the Service: (i) provide Company with full, good faith cooperation and such information as may be required by Company in order to offer the Service; (ii) provide such assistance and cooperation as may be reasonably requested by Company from time to time; and (iii) timely and fully carry out all other Customer responsibilities set forth herein.

4. Fees and Expenses.

4.1 Fees, Taxes. Customer shall pay Company an annual subscription fee as set forth in the applicable Order. Additional User subscriptions can be purchased at any time by executing an additional Order, provided, such subscriptions will co-terminate with the subscription term of the original Order. Company shall pay all contributions, taxes and premiums payable under federal, state and local laws measured upon the payroll of employees engaged in the performance of work under this Agreement, and all applicable sales, use, excise, transportation, privilege, occupational and other

taxes applicable to furnish the work performance hereunder and shall save Customer harmless from liability for any such contributions, premiums, and taxes for Company's employees and sub-contractors, if applicable. Customer is a tax-exempt entity. Company shall be responsible for taxes assessable against Company based on Company's income, real or tangible property and employees. All payment obligations under any and all Orders are non-cancelable and all payments made are non-refundable, except as set forth herein. The number of Users set forth on any respective Order cannot be decreased during the subscription term.

4.2 Invoices and Payment, Right to Suspend. Company shall invoice Customer as set forth in the Order. Each invoice is due and payable thirty (30) days after the invoice date. If Company has not received payment (except for payments which are subject of a good faith and reasonable dispute) within thirty (30) days after the due date, Company reserves the right to: (i) assess interest on past due amounts at the rate of one percent (1%) per month or the maximum amount allowed by law, whichever is less, commencing with the date payment was due; and (iii) in addition to any other rights or remedies it may have under this Agreement or by law, Company reserves the right to suspend the Service upon thirty (30) days notice, without liability to Customer, until such undisputed amounts are paid in full.

5. Proprietary Rights.

5.1 Company Intellectual Property Rights. Company and/or its licensors own all right, title and interest in and to the Service and Documentation, and all modifications thereto, and all intellectual property rights therein. Except as expressly stated herein, this Agreement does not grant Customer any rights related to the Service, Documentation, or any modifications thereto, or any intellectual property rights therein.

5.2 Customer Data. As between the Parties, Customer owns its Customer Data and retains all rights to the Customer Data.

5.3 Customer Input, Aggregated Data. Company shall have the royalty-free, worldwide, transferable, sub- licensable, irrevocable, perpetual license to use: (i) any requests, recommendations or feedback offered by Customer or Users related to the Service, including requests for enhancements and improvements, excluding any Customer Data; and (ii) any aggregated data related to the use of or provision of the Service, provided such data does not reveal the identity, whether directly or indirectly, of any individual or specific data entered by any individual into the Service and excluding any Customer Data. Nothing shall identify the Customer as the sole source of any aggregated data or subset of aggregated data. Company is not obligated to incorporate requests, recommendations or feedback into the Service, and Customer is not obligated to provide any requests, recommendations or feedback to Company.

6. Confidentiality. Each party agrees to protect the other's Confidential Information with the same standard of care such party uses to protect its own Confidential Information, but in no event with less than a reasonable standard of care. Neither party shall use the Confidential Information of the other party for any reason other than as contemplated under this Agreement. Neither party shall disclose the Confidential Information of the other party to any employee or third party except those who have a need to know and who are subject to non-disclosure obligations no less restrictive than those set forth herein. The receiving party may disclose the Confidential Information of the disclosing party in response to a valid court order, law, or other governmental action, provided that, to the extent permitted by law, (i) the disclosing party is notified in writing before disclosure of the information and given a reasonable opportunity to obtain a protective order, and (ii) the receiving party assists the disclosing party, at the disclosing party's sole expense, in any attempt to limit or prevent the disclosure of the Confidential Information. It is understood that Customer is subject to the California Public

Records Act (Gov. Code § 6250 et seq.). If Company fails to obtain a court order enjoining that disclosure, Customer will release the requested information on the date required under the California Public Records Act.

7. Customer Data.

7.1 Unauthorized Disclosure. Company agrees to hold Customer Data in strict confidence and shall not access Customer Data except to provide the Service, prevent or address service or technical problems, or as requested by Customer. Each Party shall promptly notify the other party of any unauthorized disclosure of Customer Data, and shall work cooperatively with the other Party to mitigate the impact of such disclosure. Company, within one (1) business day of discovery of any breach or unauthorized disclosure, shall report to Customer any use or disclosure of Customer Data not authorized by the Agreement or in writing by Customer. Company's report shall identify: (i) the nature of the unauthorized use or disclosure; (ii) the Customer Data used or disclosed, (iii) who made the unauthorized use or received the unauthorized disclosure, (iv) what Company has done or shall do to mitigate any effect of the unauthorized use or disclosure, and (v) what corrective action Company has taken or shall take to prevent future similar unauthorized use or disclosure. Company shall provide such other information, including a written report, requested by Customer. Company shall indemnify, defend and hold Customer harmless from all claims, liabilities, damages or judgments involving a third party, including Customer's costs and attorney's fees, which arise as a result of Company's failure to meet any of its obligations under this Agreement.

7.2 System Security. Company shall provide the Service according to commercially acceptable standards and no less rigorously than it protects its own confidential information, and in accordance with a reasonable and appropriate security program designed to ensure the security, including protection against threats, hazards and unauthorized disclosure, and integrity of the Customer Data. Company shall develop, implement, maintain and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all electronically maintained or transmitted Customer Data received from or on behalf of Customer. These measures will be extended by contract to all subcontractors used by Company and any assignee of Company. Notwithstanding anything to the contrary: (i) Customer is solely responsible for maintaining the security and confidentiality of its User names and passwords; and (ii) Company shall have no liability to Customer or any third party for any unauthorized disclosure or access to Customer's account or Customer Data which results from Customer's sole misuse, loss or theft of any User name or password. The Parties acknowledge and agree that Company has no control of the communication lines used to transmit information between the Service and Customer and Users, and Company shall have no liability for any issues arising from the operation of the communication lines. Customer understands that its use of the Service and compliance with any terms hereunder does not constitute compliance with any law. Customer acknowledges and agrees that it has an independent duty to comply with any and all laws applicable to it.

7.3 Return or Destruction of Customer Data. Upon termination, cancellation, expiration or other conclusion of the Agreement, Company shall return all Customer Data to Customer in a format reasonably acceptable to Customer, or if return is not feasible as determined by Customer in written notice to Company, destroy any and all Customer Data.

7.4 Location of Customer Data. Subject to the terms of this provision, Customer Data will be housed in a data center located in the United States. Customer Data shall not be stored outside of the United States.

7.5 Customer Remedies. If Customer reasonably determines in good faith that Company has materially breached any of its obligations under this Section, Customer shall provide Company

with written notice of such breach. If such breach is not cured within five (5) days, or, in the event it is reasonably agreed between the parties that it is not feasible to cure the breach within five (5) days and efforts to provide such cure is not commenced within five (5) days of such notice, Customer may, in its sole discretion, terminate the Agreement immediately. Customer shall provide written notice to Company describing the violation and the action it intends to take.

8. Limited Warranties. Each Party warrants that it has the authority to enter into this Agreement, and shall comply with all laws applicable to it related to data security, and the transmission of personal data. Company warrants that during the Term (i) the Service shall perform materially and substantially in accordance with the Agreement; and (ii) the functionality of the Service will not be materially or substantially decreased during the Term and shall meet the service levels set forth in the Service Level Agreement attached hereto. Company warrants that during the Term of this Agreement installers and/or executables made available by Company to the Customer are free from defects in material and workmanship. Company further warrants that during the Term of the Agreement the Service shall operate materially and substantially in accordance with the functional specifications in the Agreement under normal, proper and intended usage and that the Service does not contain any Malicious Code or other harmful code or disabling device or any unlawful, discriminatory, libelous, harmful, obscene or otherwise objectionable material of any kind. Company further warrants that (a) Company has the right to possess, use and license the Service to Customer for the purposes contemplated herein and stated in the Agreement and (b) that to Company's knowledge, the Service does not infringe any copyright, trademark or trade secret of any third party; provided, however, that notwithstanding any other terms of this Agreement to the contrary, Company shall have no obligation to Customer with respect to any claim that arises from any modification of the Service by Customer or any third party not authorized by Company.

9. Term and Termination.

9.1 Agreement Term. This Agreement shall commence on the Effective Date and shall continue until the subscription terms of all Orders have expired or been terminated pursuant to the terms of this Agreement. In no event shall the Term of the Agreement, or any Order exceed five (5) years from the Effective Date of this Agreement.

9.2 Subscription Term. Each Order shall specify a Service subscription term for a given number of Users which will commence on the date the Order is accepted by Company. The parties may agree to extend the term of an Order upon mutual written agreement.

9.3 Termination. A party may terminate this Agreement upon notice in the event the other party fails to cure a material breach of which it has been notified within thirty (30) days of such written notice of breach. In the event of any termination of this Agreement, all Orders will simultaneously terminate. Upon any termination by Customer pursuant to this section, Company shall refund Customer any prepaid fees for the affected Service that were to be provided after the effective date of termination. Performance by Customer under the Agreement may be dependent upon the appropriation and allotment of funds by Customer's Board of Trustees, (collectively, the "Funding Sources.") Customer shall in good faith seek funds from the Funding Sources for payment of amounts due under Order Forms. If the Funding Sources fail to appropriate or allocate the necessary funds, then Customer will issue written notice to Company and Customer may terminate the Agreement or the impacted Order Form(s) without further duty or obligation as to all unfunded periods occurring after receipt of such notice.

9.4 Effect of Termination. Upon termination, Customer shall immediately cease use and access of the Service and, return Company Confidential Information, and, except as explicitly set forth

in the subsection herein entitled "Termination for Cause" pay any undisputed unpaid fees due based on services performed by Company as of the date of termination pursuant to the Orders.

9.5 Surviving Provisions. The terms of Sections 1, 4-7, and 9-12 shall survive termination of this Agreement.

10. Indemnification.

10.1 Company Indemnification. Company shall defend, indemnify and hold Customer harmless against any loss, damage or costs (including reasonable attorneys' fees) in connection with claims, demands, suits, or proceedings ("Claims") made or brought against Customer by a third party alleging that the use of the Service as contemplated hereunder infringes a copyright, a U.S. patent, trade name, trade secret, trademark or other proprietary or contractual right of a third party, excluding such claims caused by the sole negligence or willful misconduct of the Customer. If Customer is enjoined from using the Service or Company reasonably believes it will be enjoined, Company shall have the right at its sole option to obtain for Customer the right to continue use of the Service or to replace or modify the Service so that it is no longer infringing so long as the replacement or modified Service provides the same level and quality of the Service set forth in this Agreement. If neither of the foregoing options is reasonably available to Company, then use of the Service may be terminated at the option of Company. Additionally, Company agrees to and does hereby indemnify, hold harmless and defend Customer and its Board of Trustees, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense (including attorneys' fees), of any nature whatsoever ("Damages"), which may be incurred by reason of any injury to or death of any person(s), or damage to or loss of any property or any and all other actions, claims, liens, damages to persons or property, penalties, obligations or liabilities that may be asserted or claimed by any person, firm, association, entity, corporation, political subdivision, or other organization, caused by any act, neglect, default, or omission of the Company, or any person, firm or corporation employed by the Company, either directly or by independent contract, arising out of, or related to, the services covered by this Agreement, whether said Damages occur either on or off Customer's property, except for liability for Damages which result from the sole negligence or willful misconduct of Customer or its officers, employees or agents.

10.2 Customer Indemnification. Customer shall defend Company against any third party claim against Company alleging that the Customer Data, or Customer's use of the Service in breach of the terms herein, violates applicable laws, and/or infringes a US patent, copyright or trade secret, and shall indemnify Company against such damages and attorney costs and expenses finally awarded against Company as a result of such claim, or which Company paid pursuant to a court-approved settlement of such claim, excluding such claims caused by the sole negligence or willful misconduct of the Company.

10.3 Indemnification Process. Each party's obligation as an indemnifying party is contingent upon the indemnified party: (i) promptly giving the indemnifying Party written notice of the claim; (ii) giving the indemnifying Party the sole control of the defense and settlement of the claim (provided that the indemnifying party may not settle or defend any claim unless it unconditionally releases the indemnified Party of all liability), and (c) provides to the indemnifying Party all reasonable assistance, at the indemnifying Party's expense.

10.4 Exclusive Remedy. This "Indemnification" section states the indemnifying party's sole liability to, and the indemnified party's exclusive remedy for, the other party for any type of claim described in this section.

11. Compliance with Applicable Laws. Company agrees to comply with all federal, State and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Company, Company's business, equipment and personnel engaged in operations covered by this Agreement. Company certifies that it is familiar with the federal and state laws, as well as any other applicable requirements for the storage and transmission of Customer Data and Company will comply with all such requirements. Company and all Company's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement.

12. Limitation of Liability. IN NO EVENT SHALL EITHER PARTY BE LIABLE TO THE OTHER PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS OR REVENUE, LOST SAVINGS, LOSS OF USE, BUSINESS INTERRUPTION, OR COST OF SUBSTITUTE GOODS ARISING OUT OF, OR IN ANY WAY CONNECTED TO, THIS AGREEMENT EXCLUDING FRAUD, NEGLIGENCE OR WILLFUL MISCONDUCT, WHETHER OR NOT SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. SAVE AND EXCEPT FOR ANY INSURANCE CLAIM AS IT SPECIFICALLY RELATES TO AN INSURANCE COVERAGE CONTEMPLATED IN SECTION 13 HEREIN, IN NO EVENT SHALL EITHER PARTY'S AGGREGATE LIABILITY ARISING OUT OF, OR IN ANY WAY CONNECTED TO, THIS AGREEMENT (WHETHER IN CONTRACT, TORT (INCLUDING STRICT LIABILITY) OR ANY OTHER LEGAL THEORY), EXCEED THE SUBSCRIPTION FEES PAID BY CUSTOMER IN THE TWELVE MONTH PERIOD PRECEDING THE CLAIM, OR IN THE EVENT SUCH LIABILITY ARISES WITHIN THE FIRST YEAR OF SERVICE, THE EQUIVALENT AMOUNT OF TWELVE MONTH'S FEES. The provisions of this Agreement allocate the risks between Company and Customer. Company's pricing reflects this allocation of risk and the limitation of liability specified herein.

13. Insurance. Company agrees to carry a comprehensive general and automobile liability insurance with limits of One Million Dollars (\$1,000,000.00) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect Company and Customer against liability or claims of liability which may arise out of this Agreement. Company shall provide Two Million Dollars (\$2,000,000.00) in Cyber Liability Insurance to cover Security, Privacy, Business Interruption, Cyber Extortion, and Denial of Service. In addition, Company agrees to provide an endorsement to these policies stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by Customer shall be excess and noncontributory." Company shall provide Customer with certificates of insurance evidencing all coverages and endorsements required hereunder including a thirty (30) day written notice of cancellation or reduction in coverage. Company agrees to name Customer and its officers, agents and employees as additional insured under said policies. Company agrees to maintain workers' compensation insurance as required under the laws of the State of California.

14. General.

14.1 Force Majeure. Neither party shall be liable for any failure or delay in the performance of its obligations hereunder to the extent such failure or delay is beyond the reasonable control of such party, and without fault or negligence of such party, including strikes, shortages, riots, insurrection, fires, flood, storm, explosions, acts of God, war, governmental action, labor conditions, earthquakes, and material shortages.

14.2 Other Projects. This Agreement shall not prevent Company from entering into similar agreements with third parties, or from independently developing, using, selling or licensing materials, products or services which are similar to those provided hereunder.

14.3 Governing Law, Waiver of Jury Trial. This Agreement and all matters arising out of or relating to this Agreement, shall be governed by the laws of the State of California, with venue in Orange County, excluding its conflict of law provisions.

14.4 Notices. All notices required to be sent hereunder shall be in writing and shall be deemed to have been given upon the date sent by confirmed facsimile or three (3) days following the date such notice was mailed by first class mail, or two (2) days following the date such notice was mailed by overnight carrier, to the addresses first set forth above. Notices to each party shall be addressed to "Legal". Either party may change its notice address or contact by providing notice pursuant to the terms set forth in this Section.

14.5 Waiver; Cumulative Remedies. The waiver by either party of any default or breach of this Agreement shall not constitute a waiver of any other or subsequent default or breach. Except than as expressly stated herein otherwise, the remedies provided herein are in addition to, and not exclusive of, any other remedies of a party at law or in equity.

14.6 Export Administration. The Service, Documentation, and derivatives thereof may be subject to export laws and regulations of the United States and other jurisdictions. Customer shall not permit Users to access or use Service in a U.S.-embargoed country or in violation of any U.S. export law or regulation.

14.7 Relationship Between the Parties. The parties are independent contractors. This Agreement does not create a partnership, franchise, joint venture, agency, fiduciary or employment relationship between the parties. There are no third-party beneficiaries to this Agreement.

14.8 Assignment. Neither party may assign any of its rights or obligations hereunder, whether by operation of law or otherwise, without the prior written consent of the other party (which consent shall not be unreasonably withheld, but may be conditioned). Notwithstanding the foregoing, either party may assign this Agreement in its entirety (including all Order Forms) without consent of the other party in connection with a merger, acquisition, corporate reorganization, or sale of all or substantially all of its assets provided the assignee has agreed to be bound by all of the terms of this Agreement and all past due fees are paid in full. Any assignee of Company must agree in writing to protect Customer Data at the same level or higher than as required under this Agreement. This Agreement shall inure to the benefit of the permitted successors and assigns of Company and, subject to the restrictions on transfer or assignment herein set forth, shall be binding upon Customer and Customer's successors and assigns.

14.9 Marketing Activities. Company may list Customer as a customer of the Company in its written materials. Customer agrees to consider participating in reference calls, site visits, joint marketing presentations, case studies and the like, and agrees to consider providing quotes for use in marketing materials as reasonably requested by Company, and subject to approval of the copy by Customer, in Customer's sole discretion. Pursuant to Education Code section 71025, Company shall not, without the express written permission of the Board of Governors of the California Community Colleges, use the name, or any abbreviation of it, or any name of which these words are a part in any of the following ways to imply, indicate or otherwise suggest that any organization, or any product or service of that organization, is connected or affiliated with, or is endorsed, favored or supported by, or is opposed by one or more California Community Colleges, the Board of Governors of the California Community Colleges, or the office of the Chancellor of the California Community Colleges. From time to time, Company may request Customer to participate in reference calls and/or site visits with noncompetitive new clients, partners, media and industry analysts, provided, that, Customer shall have no obligation to participate in any such reference calls or site visits. Company will attempt to give Customer a 2- week notice in requesting an upcoming reference.

14.10 Entire Agreement. This Agreement, including all Orders, exhibits, appendices and attachments hereto, constitutes the complete agreement between the parties and supersedes all prior or contemporaneous agreements or representations, written or oral, concerning the subject matter of this Agreement. This Agreement may not be modified or amended except in a writing signed by a duly authorized representative of each party, no other act, document, usage or custom shall be deemed to amend or modify this Agreement. In the event of a conflict, the provisions of an Order shall take precedence over provisions of the body of this Agreement and over any other exhibit or attachment hereto. This Agreement supersedes all prior and contemporaneous agreements, proposals or representations, written or oral, concerning its subject matter. If any provision of this Agreement is held by a court of competent jurisdiction to be contrary to law, the provision shall be modified by the court and interpreted so as best to accomplish the objectives of the original provision to the fullest extent permitted by law, and the remaining provisions of this Agreement shall remain in effect. Notwithstanding any language to the contrary therein, no terms or conditions stated in a Customer purchase order or in any other Customer order documentation shall be incorporated into or form any part of this Agreement, and all such terms or conditions shall be null and void. This Agreement may be executed electronically, by facsimile and in counterparts, which taken together shall form one binding legal instrument.

14.11 Continued Performance During Dispute. In the event that a dispute arises between Customer and Company, Company expressly agrees to continue to perform its obligations under this Agreement during the pendency of the dispute. Each party agrees to the other that it shall diligently and in good faith attempt to resolve any disputes which may arise.

14.12 Audit. Company security procedures, financial records and supporting documents shall be made available within a reasonable timeframe for inspection, reproduction and audit by the Customer or its auditors at Customer's reasonable request no more than once per year.

IN WITNESS WHEREOF, the parties have caused this Service Agreement to be signed by their duly authorized representatives.

South Orange County Community College District

TM Software LLC

Signature: _____

Signature: _____

Name: _____

Name: _____

Ann-Marie Gabel

Title: _____

Title: _____

Vice Chancellor, Business Services

Date: _____

Date: _____



Order Date: March 1, 2020

ORDER FORM

Customer Name: **South Orange County Community College District**

Billing Contact Name: **Herb Richter**

Billing Contact email: **hrichter@socccd.edu**

Billing Contract address: **28000 Marguerite Pkwy, Mission Viejo, CA 92692-3635**

Service Description	Number of Users	Monthly Rate/User	Subscription Term (in months)	Total Subscription Fee for the Subscription Term
Tidemark Act – Full Use	100	Included	35	
Tidemark Explore – View Only	100	Included	35	
TOTAL SUBSCRIPTION FEES FOR THE SUBSCRIPTION TERM				\$374,850 USD

This Order will commence on March 1, 2020 and expire on January 26, 2023. Company shall invoice Customer and Customer shall pay Company the subscription fee for the subscription term as set forth in the table below. Payment shall be due from Customer in accordance with Section 4.2 of the Master Subscription Agreement between the Customer and TM Software LLC dated March 1, 2020 (the “MSA”).

*Customer has the option to renew for an additional one-year term for the period of January 27, 2023 to January 26, 2024 for \$134,946. Customer also has the option to renew for an additional one-year term for the period of January 27, 2024 to January 26, 2025 for \$134,946. Thereafter, Customer may renew in accordance with Section 9.2 of the MSA.

Payment #	Payment Due Date / Subscription Term	Payment Amount
1	Effective Date / (March 1, 2020 – Jan 26, 2021)	\$117,810
2	January 27, 2021 / (Jan 27, 2021 – Jan 26, 2022)	\$128,520
3	January 27, 2022 / (Jan 27, 2022 – Jan 26, 2023)	\$128,520
	Subtotal	\$374,850
*4	Jan 27, 2023 / (Jan 27, 2023 – Jan 26, 2024)	\$134,946
*5	Jan 27, 2024 / (Jan 27, 2024 – Jan 26, 2025)	\$134,946
	Subtotal	\$269,892
	*Total Due	\$644,742

This offer set forth in this Order expires, and is void and has no effect, if Company does not receive a signed copy of this Renewal Order on or before February 28, 2020.

This Order is governed by the MSA.

South Orange County Community College District

Signature: _____

Name: _____

Ann-Marie Gabel

Title: _____
Vice Chancellor, Business Services

Date: _____

TM Software LLC

Signature: _____

Name: _____

Title: _____

Date: _____

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Board Policy Revision: BP-4015 Reasonable Accommodation(s) for Employees/Applicants, BP-4306 Academic Calendar, BP-5040 Withholding of Student Records, BP-5407 Financial Obligation Owed to the District

ACTION: Approval

BACKGROUND

Board policies and administrative regulations are periodically reviewed to ensure that they are satisfactory, meet the District's needs, and comply with current laws and regulations.

STATUS

Four board policies (EXHIBITS A through D) are presented to the Board of Trustees for approval. The new language to the board policies was reviewed and revised by the Board Policy Subcommittee (as required), the District's Board Policy and Administrative Regulation Advisory Council, and includes collegial consultation with the Academic Senates, pursuant to Title 5 Section 53200 et. seq.

Legal counsel has been involved in the review process, as needed. The proposed policies were presented to the Chancellor's Council on January 9, 2020 for review and recommendation to the Chancellor. EXHIBITS A through D were brought to the Board of Trustees on January 21, 2020 for review and study.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the board policies as listed.

BOARD POLICY

4015

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

REASONABLE ACCOMMODATION(S) FOR EMPLOYEES/APPLICANTS WITH DISABILITIES

The District is fully committed to ensuring equal employment opportunity for qualified applicants and/or employees. When an employee or applicant has disclosed a disability as defined by the Americans with Disabilities Act (ADA) and/or the Fair Employment and Housing (FEHA) or there is evidence that an employee may need an accommodation due to a disability, it is the policy of the District to explore possibilities of reasonable accommodations.

~~The District will determine whether reasonable accommodations can be made, and the type of accommodations to provide. The District will not provide accommodations that would pose an undue hardship upon the District, or that would endanger the health or safety of the employee or others. Undue hardship is defined as an action requiring significant difficulty or expense when considered in light of a number of factors, including but not limited to, the nature and cost of the accommodation and whether the accommodation would fundamentally alter the nature or operation of the business.~~

~~At the District's request, the employee will be responsible for providing documentation which describes the employee's physical and mental limitations in order to assist the District in understanding the nature of the employee's functional limitations requiring accommodation. The documentation provided by the employee will be used by the District for the sole purpose of evaluating the employee's reasonable accommodations.~~

~~The District will protect the documentation provided by the employee in accordance with applicable State and Federal laws.~~

~~The employee and the manager/supervisor, with the assistance of the District's Office of Human Resources, will participate in a timely, good faith interactive discussion concerning the functional limitations, the ability to perform the essential functions of the job with or without accommodation, and to determine the possibility of an effective accommodation. Employees will be afforded the opportunity to have a representative present during the interactive discussion.~~

~~Reasonable accommodation can include, but is not limited to, modifying job duties, changing the work shift, providing paid or unpaid leaves for medical care, accommodating schedules, modifying the work area, and providing mechanical or electronic aids.~~

The primary function of a reasonable accommodation is to engage in a good faith interactive process, enhance workplace productivity, and provide equal employment opportunities to applicants, candidates, disabled employees and employees who are in need. The goal of this policy is to create a more inclusive environment where all employees can readily and efficiently ask for and receive reasonable accommodation(s) necessary to reach their full potential at work.

The District values all of our employees' contributions including those who are experiencing disabilities. The District provides employment-related reasonable accommodations to:

- qualified individuals with disabilities, both applicants and employees, to enable them to perform essential job functions;
- employees with conditions related to pregnancy, childbirth, or a related medical condition, if they so request, and with the medical documentation from their health care provider;
- employee-victims of domestic violence, sexual assault, or stalking to promote the safety of the employee-victim while at work; and
- employees who request reasonable accommodation to address a conflict between religious belief or observance and any employment requirement.

References:

Americans with Disabilities Act of 1990 (Pub. L. 101-336) (ADA)

California Fair Employment and Housing Act (FEHA) Government Code 12900-12996

BOARD POLICY

4306

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

ACADEMIC CALENDAR

The Board of Trustees will annually adopt calendar(s) for the academic year.

The following days are recognized as official academic holidays by the Board of Trustees:

Independence Day
Labor Day
* Admission Day
Veterans' Day
Thanksgiving Days
Friday following Thanksgiving Day
Winter Recess and December 25th
New Year's Day
Dr. Martin Luther King, Jr. Day
Lincoln's Day
Presidents' Washington Day
Friday of Spring Break
Cesar Chavez Day
Memorial Day
~~Cesar Chavez Day*~~

*Authorized state holiday, which may be designated on a different non-instructional day in lieu of September 9 and is included in Winter Recess.

~~*NOTE: Cesar Chavez Day would not be effective until the 2017-2018 Academic Calendar.~~

References:

California Education Code, Sections 70902, 79020-88205.5, 88203, 88205, and 88205.5

Adopted: 12-09-85 Reviewed: 12-16-13
Revised: 04-10-89 Revised: 03-28-16
Technical 04-26-99
Update:

BOARD POLICY

5040

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

WITHHOLDING OF STUDENT RECORDS

Delete BP-5040 as language is duplicated in BP-5407 *Financial Obligation Owed to the District*

~~Students or former students who have been provided with written notice that they have failed to pay a proper financial obligation may have grades, diplomas, and registration privileges withheld, or any combination thereof, until such financial obligation is met.~~

Reference:

~~—Title 5, California Code of Regulations, Section 59410~~

Adopted:	12/04/95	Revised:	01/31/05
Revised:	04/26/99	Revised:	05/23/11
Revised:	08/30/04	Revised:	07/17/17

BOARD POLICY

5407

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

FINANCIAL OBLIGATION OWED TO THE DISTRICT

Grades, ~~transcripts~~, diplomas, and registration privileges, or any combination thereof, shall be withheld from any student or former student who has failed to pay a proper financial obligation due to the ~~district~~District or a college of the ~~district~~District. However, if the financial obligation is from loans under the Federal Family Education Loan Program, registration privileges will not be withheld.

This information regarding student financial obligations is provided to students through the online registration system. Any item or items withheld shall be released when the student satisfactorily meets the financial obligation. The college(s) catalog(s) covers this policy in greater detail.

Reference:

Civil Code, Section 1788.93
Education Code, Section 66022
Education Code, Section 70902
Title 5, California Code of Regulations, Section 59410

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Board Policy Revision: BP-3280 Grants and Sponsored Projects, BP-4016 Drug Free Environment and Drug and Alcohol Abuse Prevention Program

ACTION: Review and Study

BACKGROUND

Board policies and administrative regulations are periodically reviewed to ensure that they are satisfactory, meet the District's needs, and comply with current laws and regulations.

STATUS

Two board policies (EXHIBITS A through B) are presented to the Board of Trustees for review and study. The new language to the board policies was reviewed and revised by the Board Policy Subcommittee (as required), the District's Board Policy and Administrative Regulation Advisory Council, and includes collegial consultation with the Academic Senates, pursuant to Title 5 Section 53200 et. seq.

Legal counsel has been involved in the review process, as needed. The proposed policies were presented to the Chancellor's Council on February 12, 2020 for review and recommendation to the Chancellor.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept for review and study the board policies as listed.

BOARD POLICY

3280

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

GRANTS AND SPONSORED PROJECTS

The District may seek external funding from various sources for projects that support the mission of the District and its colleges.

The Board of Trustees will be informed about all grants and sponsored projects awarded to the District. This policy does not apply to the Foundations.

The Chancellor shall establish regulations to assure timely processing and submission of applications for external funding and ensure that the grants and/or sponsored projects support the purposes of the District.

The Chancellor shall ensure federal, state, and local funds received by the District are administered in accordance with federal, state, and local requirements, including but not limited to the federal Uniform Guidance.

Reference:

Education Code Section 70902

BOARD POLICY

4016

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

DRUG-FREE ENVIRONMENT AND DRUG ~~AND ALCOHOL ABUSE~~ PREVENTION PROGRAM

The District shall be free from all unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees.

The unlawful manufacture, distribution, dispensing, possession, or use of alcohol or any controlled substance is prohibited on District property, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated in all facilities under the control and use of the District.

Any student or employee who violates this policy will be subject to disciplinary appropriate action, up to and including termination of employment, expulsion, and referral for prosecution; or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program. consistent with local, state, or federal law, which may include the referral to an appropriate rehabilitation program, suspension, demotion, expulsion, or dismissal.

The Chancellor or ~~his/her~~ designee shall ~~assure~~ensure that the District annually distributes ~~annually~~ to each student and employee the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act.

The Chancellor shall establish regulations that describes the District's drug and alcohol abuse prevention program.

References:

Drug Free Schools and Communities Act Amendment of 1989

20 U.S. Code Section 1011i, 20 U.S. Code Section 1145g;

34 C.F.R. Sections 86.1 et seq.;

Federal Drug Free Workplace Act of 1988, 41 U.S. Code Section 702

41 U.S. Code Section 8103

Adopted: 05-15-89
Revised: 04-24-99
Revised 10-26-04

Revised: 05-26-09
Reviewed: 12-14-15

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Academic Employees and Academic/Classified
Administrator/Manager Personnel Actions/Ratifications – Regular
Items

ACTION: Ratification

BACKGROUND

In accordance with Board Policy 2100, all SOCCCD employee actions must be ratified by the Board of Trustees.

STATUS

Personnel are employed in the South Orange County Community College District for the purpose of achieving the goals of the District while supporting and assisting students with respect to their educational goals.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the academic employees and classified administrator/manager personnel actions as shown in Exhibit A.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
ACADEMIC EMPLOYEE AND ACADEMIC/CLASSIFIED ADMINISTRATOR/MANAGER
PERSONNEL ACTIONS/RATIFICATIONS**

A. NEW PERSONNEL APPOINTMENTS

1. ADMINISTRATIVE EMPLOYMENT (Ratified – Pursuant to Board Policy 4000)

- a. CAFFERY, JON, ID #024944 is to be employed as Deputy Sector Navigator (DSN), Energy Construction and Utilities (ECU), Categorical, Pos. #P0015122, Division of Business Sciences and Economic & Workforce Development, Saddleback College, Academic Administrators and Classified Administrators/Managers Salary Schedule Range 17, Step 4, 40 hours per week, 12 months per year, effective February 28, 2020. The Board of Trustees approved this position on September 23, 2019. Employment in this position is contingent upon funding by the Deputy Sector Navigator (DSN) Grant.
- b. TORABI, SHOUKA, ID #007690, is to be employed as Interim Director of Research, Planning and Accreditation, Office of the President, Saddleback College, Academic Administrators and Classified Administrators/Managers Salary Schedule Range 19, Step 1, 40 hours per week, 12 months per year, effective February 1, 2020, ending on June 30, 2020, or sooner. This is a temporary replacement until the full-time permanent position is filled.
- c. WILKENING, NICHOLAS, ID #024925, is to be employed as Director of Technology Services, Pos. #P0004564, Division of College Administrative Services, Irvine Valley College, Academic Administrators and Classified Administrators/Managers Salary Schedule Range 20, Step 3, 40 hours per week, 12 months per year, effective February 20, 2020.

2. FULL-TIME FACULTY EMPLOYMENT (Ratified – Pursuant to Board Policy 4000)

- a. LAGOYKINA, SVETLANA, ID#021677, is to be employed as a Chemistry Instructor (substitute), Pos. #P0017417, School of Physical Sciences and Technologies, Irvine Valley College, Full-time Academic Salary Schedule Range IV, Step 1, effective January 27, 2020. This is a temporary position for Spring 2020 until the full-time permanent position is filled.
- b. TEWES, KATHRYN, ID #022812 is to be employed as DSP&S Counselor, Categorical, Pos #P0017287, Division of Disabled Students Programs and Services, Saddleback College, Full-time Academic Salary Schedule Range III, Step 1, effective January 7, 2020. This is a new, temporary position for Spring 2020 and Fall 2020. Employment in this position is contingent upon funding by Disabled Student Programs and Services (DSPS).

3. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF (Ratified - Pursuant to Board Policy 4000)

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
¹ Breitenstein, Shane	Equivalency	English/IVC	5	01/13/20
Brogden, Leslie	MBA/Business Admin.	Business/IVC	2	01/13/20
Canellos, Denise	MS/Human Nutrition	Nutrition/IVC	2	01/13/20
² Castello, Anthony	MA/Speech	Speech/SC	6	02/03/20

¹ Current Part-Time Faculty Employee, Film & Media Studies, School of Humanities, IVC

² CalSTRS Retiree

3. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF** - Continued
(Ratified - Pursuant to Board Policy 4000)

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Cushing, Joseph	Equivalency	Political Science/SC	1	01/13/20
³ Esmaili, Sitra	PhD/Materials Engineering	Engineering/ATEP	5	01/13/20
Evans, Max	Equivalency	Tutor/IVC	2	01/13/20
Hacker Moss, Wendy	Equivalency	Art-Jewelry/SC	2	01/13/20
Henley, Paige	MS/Counseling	DSPS Counselor/IVC	2	01/13/20
Lemari, Karla	MA/Spanish	Spanish/IVC	2	01/13/20
Ornelas, Cecilia	MS/TESOL	AESL/IVC	5	01/13/20
Palacios, Lutring	MS/Information Tech.	Emeritus/SC	2	01/13/20
Young, Cameron	BA/Communication	Emeritus/SC	1	01/13/20

B. AUTHORIZATION TO ELIMINATE POSITIONS AND/OR POSITION NUMBERS

1. EMERGENCY AND BUSINESS CONTINUITY MANAGER, a Classified Manager, Pos. #P0011236, Academic Administrators and Classified Administrators/Managers Salary Schedule Range 10, Office of Safety and Security, Saddleback College seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, effective January 17, 2020. (Position approved: April 24, 2017)

C. ADDITIONAL COMPENSATION: GENERAL FUND

1. It is recommended that the following **Irvine Valley College** faculty members be compensated upon completion of additional duties as indicated below.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Adams, Brittany	Chair, Humanities	\$6,597.00	01/07/20-05/21/20
Brody, Jaime	Early College WR 2	\$100.00	01/13/20-05/20/20
Buller, Lynn	CWE Coordinator (Gen Fund)	\$1,172.80	01/07/20-05/21/20
Cassens, Michael	Chair, Psychology	\$3,665.00	01/07/20-05/21/20
Gabriella, Wendy	Chair, Anthropology	\$2,932.00	01/07/20-05/21/20
Hernandez, Jerry	Co-Chair, Kinesiology, Health/Athletics	\$3,665.00	01/07/20-05/21/20
Hill, Sean	Early College HIST 2	\$100.00	01/13/20-05/20/20
Kaufmann, Jefferey	Academic Senate Vice President	\$1,466.00	01/07/20-05/21/20
Khosrowpour, Iman	Early College MUS 20	\$100.00	01/13/20-05/20/20
Kil, Joon	Chair, Political Science	\$2,932.00	01/07/20-05/21/20
Masud, Melanie	Early College PS 1	\$100.00	01/13/20-05/20/20
Reuter, Hilary	Early College PSYC 10	\$100.00	01/13/20-05/20/20
Rodriguez, Roland	Co-Chair, Life Sciences	\$3,298.50	01/07/20-05/21/20
Rossiter, Jon	Early College GEOG 1	\$100.00	01/13/20-05/20/20
Titus, Jodi	Chair, Geography	\$2,932.00	01/07/20-05/21/20
Webber, Jonathan	Early College ECON 2	\$100.00	01/13/20-05/20/20
Wolken, Matthew	Chair, IDEA	\$4,398.00	01/07/20-05/21/20

General Fund/IVC Month to Date: \$ 33,758.30
IVC APPROVED FISCAL YEAR TO DATE: \$ 226,190.45

³ Current Part-Time Faculty Employee, Physics Department, School of Math, Science & Engineering, IVC

C. ADDITIONAL COMPENSATION: GENERAL FUND - Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated upon completion of additional duties as indicated below.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Bennett, Michael	Chair, Adapted Kinesiology	\$3,665.00	01/07/20-05/21/20
Bergquist-Turori, Melodie	Radio Station Coordinator	\$9,529.00	01/07/20-05/21/20
Brooks, Taylor	Chair, Automotive Technology	\$3,665.00	01/07/20-05/21/20
Chang, Sarah	Chair, Counseling	\$2,932.00	01/07/20-05/21/20
Cox, Barbara	Co-Chair, Business	\$513.10	01/07/20-05/21/20
Damm, Kathryn	Chair, Psychology	\$5,131.00	01/07/20-05/21/20
Farnsworth, Robert	Co-Chair, Horticulture/Landscape Design	\$1,832.50	01/07/20-05/21/20
Fox, Lindsay	Chair, Fashion	\$4,398.00	01/07/20-05/21/20
Gilbert, Annie	Co-Chair, Adult Education	\$1,466.00	01/07/20-05/21/20
Hernandez Bravo, Carmenmara	Co-Chair, International Languages	\$6,450.40	01/07/20-05/21/20
Hernandez Bravo, Carmenmara	Language Lab Coordinator	\$2,199.00	01/07/20-05/21/20
Huntley, Tony	Chemical Hygiene Coordinator	\$4,398.00	01/07/20-05/21/20
Kiernan, Maria	Co-Chair, Emeritus	\$8,356.20	01/07/20-05/21/20
Langrell, Jenny	Library Coordinator	\$4,398.00	01/07/20-05/21/20
Lovett, Margot	Co-Chair, Gender and Sexuality Studies	\$1,466.00	01/07/20-05/21/20
Lowe, Lesley	Co-Chair, Emeritus	\$2,785.40	01/07/20-05/21/20
Mayenzet, Maria	Co-Chair, Cinema, TV, Radio	\$2,565.50	01/07/20-05/21/20
McElroy, Mark	Chair, Health	\$2,932.00	01/07/20-05/21/20
McGirr, Julie	Chair, ESL - Supp. Duties	\$1,466.00	08/12/19-12/20/19
McGirr, Julie	Chair, ESL - Supp. Duties	\$1,466.00	01/07/20-05/21/20
Millovich, June	Curriculum Team Co-Lead	\$4,398.00	01/07/20-05/21/20
O'Shea, Erin	1 Book 1 College Art Show	\$441.60	04/20/20-05/01/20
O'Shea, Erin	Co-Chair, Art	\$2,565.50	01/07/20-05/21/20
Perez, Larry	Chair, Computer Science	\$2,932.00	01/07/20-05/21/20
Pires, Marcelo	Co-Chair, Biology/Oceanography	\$2,565.50	01/07/20-05/21/20
Radden, Larry	Assistant Forensic Coordinator	\$2,750.00	01/07/20-05/21/20
Radden, Larry	OBIC Coordinator	\$1,000.00	01/07/20-05/21/20
Repka, James	Chair, Geology	\$2,932.00	01/07/20-05/21/20
Silveira, Lisa	Co-Chair, Mathematics	\$4,398.00	01/07/20-05/21/20
Steinriede, Lindsay	Chair, Kinesiology & Recreation	\$6,597.00	01/07/20-05/21/20
Stephens, Blake	Co-Coordinator - Great Teachers 2020	\$350.00	01/01/20-01/22/20
Welc, Martin	Co-Chair, Real Estate	\$1,466.00	01/07/20-05/21/20
Weston, Norman	Co-Chair, Music	\$3,298.50	01/07/20-05/21/20
General Fund/SC Month to Date:		\$ 107,308.20	
SC APPROVED FISCAL YEAR TO DATE:		\$ 426,922.51	

D. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following **Irvine Valley College** faculty members be compensated upon completion of additional duties as indicated below.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Beck, Rebecca	ESL Trainer 2	\$682.40	08/09/19-08/10/19
Beck, Rebecca	ESL Assessment Reader (SSSP) 5	\$353.28	08/19/19-12/18/19
Buller, Lynn	CWE Coordinator (Grant)	\$4,691.20	01/07/20-05/21/20
Cayanan, Nathaniel	ESL Trainer 3	\$682.40	08/09/19-08/10/19
Dinh, Winnie	AESL 501 Level Coordinator	\$839.04	08/19/19-12/18/19
Erbas White, Ilknur	Math Coreq Professional Dev.	\$1,466.00	01/07/20-05/21/20
Jerome, Amanda	ESL 370 Course Coordinator	\$1,015.68	01/07/20-05/21/20
King, Donna	Teacher Preparation 1	\$1,000.00	01/27/20-05/20/20
Knoll, Melissa	Corequisite Support Training 4	\$175.32	09/06/19-10/04/19
Murphy, Tara	AESL 503 Level Coordinator	\$839.04	08/19/19-12/18/19
Nguyen, Tuan	Teacher Preparation 2	\$2,000.00	01/27/20-05/20/20
Pov, Tina	Math Coreq Professional Dev 3	\$43.83	10/11/19-10/11/19
Shiring, Richard	Math Coreq Professional Dev 2	\$54.79	10/18/19-10/18/19
Sponberg, Liane	AESL 504 Level Coordinator	\$839.04	08/19/19-12/18/19
Tanriverdi, Fawn	CalWORKs/TANF Programs	\$3,442.00	01/07/20-05/21/20
Taylor, Yemmy	CCCIP College Mentor	\$1,000.11	01/07/20-05/21/20
Warner, Brent	ESL 80 Course Coordinator	\$1,015.68	01/07/20-05/21/20
Wilson, Jeff	ESL 90 Course Coordinator	\$1,015.68	01/07/20-05/21/20
Wolken, Matthew	NSF S-STEM Co-PI 1	\$2,751.17	01/07/20-05/21/20
Non-General Fund/IVC Month to Date:		\$ 23,906.66	
IVC APPROVED FISCAL YEAR TO DATE:		\$ 193,970.25	

2. It is recommended that the following **Saddleback College** faculty members be compensated upon completion of additional duties as indicated below.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Baggs-Metcalf, Tiffany	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Barr, Doug	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Beckham, Jack	OEI POCR Training	\$2,000.00	01/13/20-02/08/20
Bennett, Michael	KNEA Program Coordinator	\$7,330.00	01/07/20-05/21/20
Brooks, Taylor	Chair, Automotive Tech - Supp Duties	\$2,199.00	01/07/20-05/21/20
Brunner, Janelle	ZTC Conversion, ENG 1A	\$500.00	10/19/19-12/01/19
Brunner, Janelle	(SEAP) AHE Practicum Support	\$2,274.24	01/13/20-04/03/20
Brunner, Janelle	AHE Practicum Coordinator	\$1,466.00	01/07/20-05/21/20
Brunner, Janelle	EOPS English Cohort Case Management	\$3,665.00	01/07/20-05/21/20
Budica, Jessica	English PLC Coordinator	\$1,466.00	01/07/20-05/21/20
Burokas, Nina	OEI POCR ECON 4	\$1,800.00	01/13/20-02/06/20
Christian, Jessica	ZTC Conversion, HIST 17	\$500.00	08/31/19-12/01/19
Clark, Jenny	ZTC Conversion, BIO 45	\$500.00	09/06/19-12/01/19

D. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND - Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated upon completion of additional duties as indicated below.

Name	Activity	Not to Exceed	Effective Date
		Amount (\$)	
Cooper, Karin	OEI POCR ENG 1A	\$1,800.00	09/11/19-12/01/19
Dill, Laura	OEI POCR HLTH 3	\$1,800.00	08/12/19-12/01/19
Donaldson, Lindsay	(OEI) Online Mentor	\$2,649.60	01/13/20-05/08/20
Foote, Alan	OEI POCR ENG 1A	\$1,800.00	09/11/19-12/01/19
Fox, Lindsay	Chair, Fashion - Supp. Duties	\$1,099.50	01/07/20-05/21/20
Fredrickson, Scott	Cust. Innovation & Entrepreneurship Training	\$602.66	11/25/19-11/26/19
Garthoffner, Jennifer	ZTC Conversion, COMM 5	\$500.00	08/12/19-09/12/19
Gates, Alana	(SEAP) AHE Peer Academy	\$88.32	10/18/19-11/15/19
Gonsowski, Steven	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Goulding, Carrie	Guided Pathways Lead	\$1,466.00	01/07/20-05/21/20
Gross, Cindy	OEI POCR Reviewer	\$2,500.00	10/21/19-12/01/19
Hanson, Maria	CalWORKs Coordination	\$2,870.04	01/07/20-05/21/20
Hu, Judy	AESL Faculty Prof. Development	\$175.32	11/01/19-12/10/19
Inlow, Lisa	Chair, Culinary, Hospitality & Tourism - Supp. Duties	\$2,565.50	01/07/20-05/21/20
Jennison, Elizabeth	OEI CTE Outreach	\$1,324.80	11/01/19-12/13/19
Jennison, Elizabeth	(SEAP) AHE Practicum Support	\$1,258.56	01/13/20-04/03/20
Jennison, Elizabeth	AHE Practicum Coordinator	\$1,466.00	01/07/20-05/21/20
Koester, Kristina	ZTC Conversion, ENG 1A	\$500.00	09/17/19-12/01/19
Koester, Kristina	ZTC Conversion, ENG 1B	\$500.00	09/17/19-12/01/19
Koester, Kristina	ZTC Conversion, ENG 1BH	\$500.00	09/17/19-12/01/19
Kuang, Shilong	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Libby, Gerald	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Liu, Nancy	OEI POCR CTVR 4	\$1,800.00	09/24/19-12/01/19
Lunetto, Kathleen	OEI POCR FN 120	\$1,800.00	08/07/19-12/01/19
Luque, Jonathan	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Magrann, Tracey	OEI CTE Outreach Visits	\$720.00	12/09/19-12/09/19
Magrann, Tracey	OEI POCR HSC 107	\$1,800.00	01/07/20-02/01/20
Major, Nicole	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Major, Nicole	ZTC Coordinator	\$2,199.00	01/07/20-05/21/20
McMurtrey, Megan	EOPS English Cohort Case Management	\$3,666.94	08/19/19-12/18/19
Medling, Jane	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Metcalf, Tiffany	(SEAP) AHE Peer Academy	\$176.64	09/20/19-11/15/19
Murray, Pete	AHE Peer Academy Coordinator	\$2,932.00	01/07/20-05/21/20
Murray, Pete	AHE Peer Academy Coordinator	\$1,466.00	01/07/20-05/21/20
Paige, Monique	OEI POCR CDE 123	\$1,800.00	09/12/19-12/01/19
Peck, Paris	AHE Peer Academy Coordinator	\$2,932.00	01/07/20-05/21/20
Peterson, Eric	(SEAP) English PLC	\$600.00	09/20/19-11/22/19
Posada, Tim	Chair, Journalism - Supp. Duties	\$1,466.00	08/12/19-12/20/19
Posada, Timothy	Chair, Journalism - Supp. Duties	\$1,466.00	01/07/20-05/21/20

D. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND - Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated upon completion of additional duties as indicated below.

Name	Activity	Not to Exceed	Effective Date
		Amount (\$)	
Ray, Shatarupa	ZTC Conversion, BIO 113	\$500.00	08/12/19-12/01/19
Rosa, Steve	OEI POCR Reviewer	\$500.00	11/24/19-12/01/19
Saxe, Anne	OEI POCR, GEOG 1	\$1,800.00	10/03/19-12/01/19
Selke, Dennis	OEI CTE Outreach Visits	\$120.00	11/21/19-11/21/19
Smith, Christina	OEI POCR Training	\$2,000.00	01/13/20-02/08/20
Smith, Nikki	ZTC Conversion, COMM 1	\$500.00	08/15/19-12/01/19
Smith, Nikki	ZTC Conversion, COMM 5	\$500.00	08/15/19-12/01/19
Trodick, Scot	OEI POCR CIMW 207	\$1,800.00	09/11/19-12/01/19
Trodick, Scot	ZTC Conversion, CIM 134	\$500.00	10/03/19-12/01/19
Vogel, Jeff	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Walker, Tina	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Wolff, Michele	SSSP Week of Workshops	\$200.00	01/07/20-01/10/20
Wood, Debra	ZTC Conversion, CDE 112	\$500.00	09/05/19-12/01/19
Yeganehshakib, Reza	OEI POCR HIST 4	\$1,800.00	08/26/19-12/01/19

Non-General Fund/SC Month to Date: \$ 86,711.12
SC APPROVED FISCAL YEAR TO DATE: \$ 522,227.69

E. CHANGE OF STATUS

1. BEATY, JOHN, ID 006740, INTERIM DIRECTOR OF TECHNOLOGY SERVICES, Pos. #P0016894, Irvine Valley College, returned to his permanent assignment, #P0004081 Network Systems Administrator, Irvine Valley College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 143, Step 7, effective January 13, 2020.

F. REDUCED WORKLOAD PROGRAM WITH STRS RETIREMENT

1. COX, BARBARA, ID #012405, Business Instructor, Pos #P0003801, Division of Business Sciences and Economic & Workforce Development, Saddleback College, has requested to participate in a reduction in teaching contract to 50% workload beginning academic year 2020-21 in accordance with Article XXXI, Section 1, of the Academic Employee Master Agreement 2018-2021. CalSTRS Reduced Workload Program participation effective date is August 10, 2020.
2. MCGROARTY, DIANE, ID# 012065, Fashion Instructor, Pos #P0001588, Division of Advanced Technology and Applied Sciences, Saddleback College, has requested to participate in a reduction in teaching contract to 70% workload beginning academic year 2020-21 in accordance with Article XXXI, Section 1, of the Academic Employee Master Agreement 2018-2021. CalSTRS Reduced Workload Program participation effective date is August 10, 2020.

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. ⁴D'LENA, BRANDYE KENNA, ID #015600, Executive Director of Facilities Planning, #P0004570, Administrative and Business Services, District Services. Retirement effective March 14, 2020.
2. FONTANILLA, LINDA MARIE, ID#018786, Vice President for Student Services, #P0004579, Office of the President, Irvine Valley College. Retirement effective May 9, 2020.
3. KLEIN, JENNIFER, ID #021748, Director of Research, Planning and Accreditation, #P0004629, Office of the President, Saddleback College. Resignation effective February 29, 2020.
4. PESTOLESI, THOMAS, ID #004201, Kinesiology and Health Instructor/Head Volleyball Coach #P0001877, School of Kinesiology, Health, & Athletics, Irvine Valley College. Retirement effective June 2, 2020.
5. SMITH, JEANNE, ID #001060, Mathematics Instructor #P0001690, Division of Math, Science and Engineering, Saddleback College. Retirement effective May 22, 2020.
6. WESTON, NORMAN, ID #002485, Music Instructor (Theory/Composition) #P0001005, Division of Fine Arts, Saddleback College. Retirement effective May 22, 2020.

⁴Effective date was revised from July 14, 2020 and was originally approved by the Board of Trustees on the December 16, 2019.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Faculty Conversion to Canvas One-Time Stipends

ACTION: Ratification

BACKGROUND

In accordance with Board Policy 2100, all SOCCCD employee actions must be ratified by the Board of Trustees.

STATUS

Those academic employees' personnel actions (Canvas Conversion one-time stipend) shown in Exhibit A are presented to the Board of Trustees for ratification to be effective on the dates as shown on the Exhibit.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the academic employee personnel actions as shown in Exhibit A.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
ACADEMIC EMPLOYEE AND CLASSIFIED ADMINISTRATOR PERSONNEL
ACTIONS/RATIFICATIONS**

A. ADDITIONAL COMPENSATION: CANVAS CONVERSION-GENERAL FUND

1. It is recommended that the following **Irvine Valley College** faculty members be compensated as indicated below for the **Canvas Conversion (IVC converted beginning Fall 2016)** - 2016/2017, 2017/2018, 2018/2019 and 2019/2020 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u> <u>Amount (\$)</u>	<u>Effective Date</u>
February 24, 2020	IVC Canvas Conversion	-	
January 21, 2020	IVC Canvas Conversion	-	
December 14, 2019	IVC Canvas Conversion	-	
November 18, 2019	IVC Canvas Conversion	\$ 2,000.00	
October 28, 2019	IVC Canvas Conversion	-	
September 23, 2019	IVC Canvas Conversion	-	
August 26, 2019	IVC Canvas Conversion	-	
July 15, 2019	IVC Canvas Conversion	1,000.00	
June 24, 2019	IVC Canvas Conversion	2,000.00	
May 20, 2019	IVC Canvas Conversion	-	
April 22, 2019	IVC Canvas Conversion	1,000.00	
March 25, 2019	IVC Canvas Conversion	1,000.00	
February 25, 2019	IVC Canvas Conversion	5,000.00	
January 22, 2019	IVC Canvas Conversion	13,000.00	
December 10, 2018	IVC Canvas Conversion	-	
November 19, 2018	IVC Canvas Conversion	-	
October 29, 2018	IVC Canvas Conversion	37,000.00	
September 24, 2018	IVC Canvas Conversion	17,000.00	
August 27, 2018	IVC Canvas Conversion	45,500.00	
July 30, 2018	IVC Canvas Conversion	35,500.00	
June 25, 2018	IVC Canvas Conversion	163,000.00	
May 21, 2018	IVC Canvas Conversion	145,000.00	
April 30, 2018	IVC Canvas Conversion	50,500.00	
March 26, 2018	IVC Canvas Conversion	-	
TOTAL TO DATE:		\$ 518,500.00	

A. ADDITIONAL COMPENSATION: CANVAS CONVERSION-GENERAL FUND - Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for the **Canvas Conversion (SC converted beginning Fall 2017)** - 2017/2018, 2018/2019 and 2019/2020 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Gronnerud, Kathleen	Canvas Conversion, Web-Enhanced	\$1,000.00	05/28/19-08/09/19
February 24, 2020	SC Canvas Conversion	\$ 1,000.00	
January 21, 2020	SC Canvas Conversion	-	
December 16, 2019	SC Canvas Conversion	1,000.00	
November 18, 2019	SC Canvas Conversion	6,000.00	
October 28, 2019	SC Canvas Conversion	10,000.00	
September 23, 2019	SC Canvas Conversion	1,000.00	
August 26, 2019	SC Canvas Conversion	13,000.00	
July 15, 2019	SC Canvas Conversion	2,000.00	
June 24, 2019	SC Canvas Conversion	11,000.00	
May 20, 2019	SC Canvas Conversion	36,500.00	
April 22, 2019	SC Canvas Conversion	4,000.00	
March 25, 2019	SC Canvas Conversion	60,000.00	
February 25, 2019	SC Canvas Conversion	49,500.00	
December 10, 2018	SC Canvas Conversion	14,000.00	
November 19, 2018	SC Canvas Conversion	20,000.00	
October 29, 2018	SC Canvas Conversion	190,500.00	
September 24, 2018	SC Canvas Conversion	56,500.00	
August 27, 2018	SC Canvas Conversion	184,000.00	
July 30, 2018	SC Canvas Conversion	63,500.00	
June 25, 2018	SC Canvas Conversion	116,000.00	
May 21, 2018	SC Canvas Conversion	58,000.00	
April 30, 2018	SC Canvas Conversion	73,000.00	
March 26, 2018	SC Canvas Conversion	177,000.00	
TOTAL TO DATE:		\$ 1,188,500.00	

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Classified Personnel Actions – Regular Items

ACTION: Ratification

BACKGROUND

In accordance with Board Policy 2100, all SOCCCD employee actions must be ratified by the Board of Trustees.

STATUS

Personnel are employed in the South Orange County Community College District for the purpose of achieving the goals of the District while supporting and assisting students with respect to their educational goals.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the classified personnel actions as shown in Exhibit A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CLASSIFIED PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4000)

- a. AYALA-CASTANEDA, NANCY, ID #024243 is to be employed as Office Assistant, Categorical, Pos. #P0011544, Division of Extended Learning, Saddleback College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 113, Step 3, 25 hours per week, 12 months per year, effective February 3, 2020. Employment in this position is contingent upon funding by the Adult Education Program.
- b. DHILLON, NAUNIHAL, ID #024924 is to be employed as Senior Administrative Assistant, Pos. #P0006607, Office of Instruction, Irvine Valley College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 127, Step 2, 40 hours per week, 12 months per year, effective February 3, 2020.
- c. HSU, KEVIN, ID #024919 is to be employed as Research & Planning Analyst, Categorical, Pos. #P0006699, Division of Research, Planning and Accreditation, Irvine Valley College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 138, Step 1, 40 hours per week, 12 months per year, effective February 3, 2020. Employment in this position is contingent upon funding by the Student Equity Plan (SEP).
- d. KOREPANOVA, LARISA, ID #022673, is to be employed as Program Assistant, Categorical, Pos. #P0016427, Division of Adult English as a Second Language, Irvine Valley College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 118, Step 3, 25 hours per week, 12 months per year, effective January 21, 2020. The Board of Trustees approved this position on September 23, 2019. Employment in this position is contingent upon funding by the Student Success and Support Program (SSSP).
- e. REDDING, JILL, ID #024912, is to be employed as Veterans Office Assistant, Pos. #P0004015, Student Payment and Veterans Offices, Saddleback College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 115, Step 2, 28 hours per week, 12 months per year, effective January 28, 2020.

B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITIONS AND/OR POSITION NUMBERS

1. HUMAN RESOURCES SPECIALIST, Pos. #P0004929, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 127, District Human Resources, District Services, seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, effective April 1, 2020. (Position approved: November 25, 2013)

C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE CLASSIFIED POSITIONS

1. FINANCIAL AID SPECIALIST, CATEGORICAL, Pos. #P0017425, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 125, Financial Assistance and Scholarships, Enrollment Services, Saddleback College, seeks authorization to establish and announce this full-time, 40 hours per week, 12 months per year position to its staff complement, effective December 10, 2019. Employment in this position is contingent upon funding by the California College Promise. This position was approved by the Chancellor on December 10, 2019.
2. TESTING CENTER ASSISTANT, CATEGORICAL, Pos. #P0017437, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 109, Economic and Workforce Development and Integrated Design, Engineering, and Automation, Irvine Valley College, seeks authorization to establish and announce this part-time, 25 hours per week, 12 months per year position to its staff complement, effective December 10, 2019. Employment in this position is contingent upon funding by the testing center. This position was approved by the Chancellor on December 10, 2019.

D. AUTHORIZATION TO INCREASE/DECREASE HOURS PER WEEK AND/OR MONTHS PER YEAR FOR CLASSIFIED POSITIONS

1. ACCOUNTING ASSISTANT, Pos. #P0004310, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 118, College Fiscal Services, Irvine Valley College, seeks authorization to decrease the hours per week for this part-time, 25 hours per week, 12 months per year position, to part-time, 20 hours per week, 12 months per year, effective January 13, 2020. (Position #P0004310, is vacant)
2. FINANCIAL AID SPECIALIST, CATEGORICAL, Pos. #P0005146, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 125, Financial Assistance and Scholarships, Enrollment Services, Saddleback College, seeks authorization to increase the hours per week for this part-time, 25 hours per week, 12 months per year position, to full-time, 40 hours per week, 12 months per year, effective January 13, 2020. Employment in this position is contingent upon funding by the Board Financial Assistance Program - Student Financial Aid Administration (BFAP - SFAA). (Position #P0005146, is appointed to Claire Tracey, ID #017468)
3. SENIOR ACCOUNTING SPECIALIST, Pos. #P0011812, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 131, College Fiscal Services, Irvine Valley College, seeks authorization to increase the hours per week for this part-time, 26 hours per week, 12 months per year position, to full-time, 40 hours per week, 12 months per year, effective January 13, 2020. (Position #P0011812, is appointed to Marina Costanzo, ID #018796)

E. CHANGE OF STATUS

1. SADDLEBACK COLLEGE (SC): CLASSIFIED CHANGE IN EMPLOYMENT STATUS
(Information Items – Pursuant to Board Policy 4000)

<u>Name</u>	<u>Assignment From</u>	<u>Assignment To</u>	<u>Range/ Step</u>	<u>Hours</u>	<u>Effective Date</u>
Gil, Chantelle	P0011295, Program Assistant, Categorical	P00016042, Program Student Support Specialist, Categorical	131/1	40	02/17/2020

F. OUT OF CLASS ASSIGNMENTS – FOR POSITIONS THAT ARE TEMPORARILY AVAILABLE DUE TO LEAVES OF ABSENCE, ETC.

1. SADDLEBACK COLLEGE **placed** the following permanent classified employees in temporary and/or out of class assignments.

<u>Name</u>	<u>Permanent Assignment</u>	<u>Temporary Assignment</u>	<u>Range/ Step</u>	<u>Hours</u>	<u>Effective Date</u>
Gonzalez, David	P0003677, Counseling Office Assistant	P0016472, Senior Counseling Office Assistant	119/4	40	01/27/2020

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

<u>Name</u>	<u>Position Title</u>	<u>Resignation Date</u>	<u>Retirement Date</u>
Hoffman, Melinda	Public Safety Assistant/IVC	02/13/2020	N/A
Rodriguez, Adalberto	Program Outreach Specialist/SC	01/31/2020	N/A

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Non-Bargaining Unit Personnel Actions – Regular Items

ACTION: Ratification

BACKGROUND

In accordance with Board Policy 2100, all SOCCCD employee actions must be ratified by the Board of Trustees.

STATUS

Personnel are employed in the South Orange County Community College District for the purpose of achieving the goals of the District while supporting and assisting students with respect to their educational goals.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the non-bargaining unit personnel actions as shown in Exhibit A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
NON-BARGAINING UNIT PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. The following individuals are to be employed as **Substitutes** in the classification noted below, on an if-and-as-needed basis. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Classification</u>	<u>Hourly Rate (\$)</u>	<u>Dates</u>
Andrade, Dyami	Lab. Tech., Life and Phys. Sci./IVC	24.39	01/20/20-06/30/20
Granados, Maritza	Couns. Off. Asst./SC	20.52	01/27/20-06/30/20
Ong, Lay Chin	Adm. and Rec. Spec. I/IVC	21.04	01/07/20-06/30/20
Palermo-Anderson, Julia	Couns. Off. Asst./SC	20.52	01/28/20-06/30/20
Roy, Matthew	Sr. Lab. Tech. Perf. Arts/IVC	29.73	12/15/19-06/30/20

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2019/2020** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Dates</u>
Alwood, Aimee	TMD Aide/IVC	20.00	01/15/20-06/30/20
Cornaire, Natalie	Project Specialist/SC	30.00	02/29/20-06/30/20
Dolan, Bonnie	TMD Aide/IVC	20.00	01/22/20-06/30/20
Filtz, Henry	Project Specialist/SC	13.50	01/23/20-06/30/20
Guzman, Alex	TMD Aide/IVC	14.00	12/02/19-06/30/20
Mizusawa, Akiko	Project Specialist/SC	14.00	01/21/20-06/30/20
¹ Noyes, Martin	TMD Aide/IVC	20.00	01/27/20-06/30/20
Pask, Daniel	Coaching Aide/SC	25.00	01/13/20-06/30/20
Pozzo, Marisa	Project Specialist/SC	19.00	01/20/20-06/30/20
Prater, Laura	Project Specialist/SC	25.00	01/17/20-06/30/20

3. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2019/2020** academic year.

<u>Name</u>	<u>Dates</u>
Filippov, Ivan	01/30/20-06/30/20

¹ Related to Jo Ann Noyes, Associate Faculty, Math, Science & Engineering, Irvine Valley College

A. NEW PERSONNEL APPOINTMENTS - Continued

4. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2019/2020** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Dates</u>
Anthony, Colin	Tutor/IVC	13.50	01/22/20-06/30/20
Bean, Jennifer	Clin. Skills Spec./SC	30.00	01/07/20-06/30/20
Burklund, Michael	Tutor/IVC	16.00	01/14/20-06/30/20
Daly, Debbie	Clin. Skills Spec./SC	30.00	01/28/20-06/30/20
Fakhreddine, Fatema	Tutor/IVC	16.00	01/14/20-06/30/20
Feng, Xingran	Tutor/IVC	13.50	01/24/20-06/30/20
² Gamboa, Cesar	Tutor/IVC	16.00	01/30/20-06/30/20
Goodman, Richard	HS Drug Court Liaison/SC	50.00	01/07/20-06/30/20
Goshtasbi, Parmis	Tutor/IVC	14.00	01/13/20-06/30/20
Grisham, Melinda	Clin. Skills Spec./SC	30.00	01/07/20-06/30/20
Haig, Corinne	Comm. Ed. Trainer/SC	15.00	01/16/20-06/30/20
Hays, Kenneth	Tutor/IVC	16.00	01/16/20-06/30/20
Hong, Jaejeun	Tutor/IVC	14.00	01/15/20-06/30/20
³ Jimenez, Richard	Comm. Ed. Trainer/SC	20.00	01/15/20-06/30/20
Kim, Erin	FKCE Co-Trainer/SC	40.00	01/01/20-06/30/20
Kimm, Edward	Tutor/IVC	13.50	01/29/20-06/30/20
Krusemark, LeeAnne	Comm. Ed. Trainer/IVC	13.50	01/16/20-06/30/20
Le, Isabelle	Tutor/IVC	13.50	01/22/20-06/30/20
Lightner, Elizabeth	Comm. Ed. Trainer/SC	15.00	01/24/20-06/30/20
Lyseight, Pamela	FKCE Co-Trainer/SC	40.00	01/14/20-06/30/20
Marcinov, Nikolas	Tutor/SC	14.00	01/07/20-06/30/20
Mendes Alves Caires L, Marina	Tutor/SC	13.50	01/16/20-06/30/20
Mirzada, Maschal	Tutor/SC	14.50	01/16/20-06/30/20
Moorehead, Jack	Tutor/SC	13.50	01/22/20-06/30/20
Muse, Erika	Model/IVC	25.00	01/23/20-06/30/20
Nordman, Juliet	Tutor/SC	13.50	01/16/20-06/30/20
Pandeyarajan, Munusamy	Comm. Ed. Trainer/IVC	13.50	01/16/20-06/30/20
Quinlan, Suzette	Tutor/SC	13.50	01/15/20-06/30/20
Sakimoto, Daniel	Comm. Ed. Trainer/IVC	13.50	01/16/20-06/30/20
Shen, Shulin	Tutor/IVC	16.00	01/22/20-06/30/20
Sierra Monroy, Estefania	Tutor/SC	14.50	01/07/20-06/30/20
Smith, Allison	Comm. Ed. Trainer/SC	15.00	01/23/20-06/30/20
Soutchkashan, Hasti	Tutor/IVC	14.00	01/23/20-06/30/20
Tran, Diemmy	FKCE Trainer/SC	70.00	01/14/20-06/30/20
Valisharifabad, Khashayar	Tutor/IVC	14.00	01/13/20-06/30/20
Widjaja, Nadya	Tutor/IVC	14.00	01/22/20-06/30/20
Wolf, Nicholas	Tutor/IVC	14.00	01/14/20-06/30/20
Yang, Mo	Tutor/IVC	14.00	01/15/20-06/30/20

² Related to Tiffani Gamboa, Associate Faculty, School of Guidance and Counseling, Irvine Valley College

³ Related to Laura Jimenez, Associate Faculty, Adult Education AEWD, Saddleback College

A. NEW PERSONNEL APPOINTMENTS - Continued

4. The following individuals are to be employed on a temporary basis, as **Professional Expert, Community and Contract Education**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2019/2020** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Dates</u>
Yoo, Seungeon	Tutor/IVC	14.00	01/15/20-06/30/20
Yost, Camille	Tutor/IVC	14.00	01/22/20-06/30/20
Zhou, Haining	Tutor/SC	13.50	01/15/20-06/30/20

B. VOLUNTEERS

1. The following individuals are to be approved as **Volunteers** for the **2019/2020** academic year.

Division of Fine Arts & Media Technology, Saddleback College

Reiter, Tiffany Valentine, Michael

School of Kinesiology, Health and Athletics, Irvine Valley College

Chan, Kinngai Reames, Chris

School of Languages & Learning Resources, Irvine Valley College

Iwauchi, Makiko

Division of Liberal Arts, Saddleback College

Velazquez, Alma

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Annual Report on First Year Probationary Faculty
Recommended for Continuation of Tenure-Track Status

ACTION: Ratification

BACKGROUND

Tenure is regulated by Education Code Section 87600 et seq. A contract faculty member normally serves under three probationary contracts. An employee is employed under a first probationary contract for one year (Education Code Section 87608), under a second probationary contract for one year (Education Code Section 87608.5), and under a third probationary contract for two years (Education Code Section 87609). The Education Code requires the District, before March 15th of the year the contract ends, to take one of two actions. The District may notify the employee before March 15th that it will not enter into a contract for the following academic year(s); or, it may notify the employee that he or she will be employed as a regular employee for the next academic year.

STATUS

The twenty-one (21) employees listed in Exhibit A have satisfactorily completed their first year as tenure-track faculty members and are recommended for and approved by Chancellor Burke for a one-year contract renewal.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify a second one-year contract for the full-time faculty members listed in Exhibit A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Annual Report on First Year Probationary Faculty

The following probationary faculty members have satisfactorily completed their first year as tenure-track employees and are recommended for a one-year contract renewal:

<u>Name</u>	<u>Discipline</u>	<u>College</u>
Austin Beahm	Geography Instructor	SC
Bryan Carrillo	Mathematics Instructor	SC
Nichole Carver	Mathematics Instructor	IVC
Jennifer Czerniawski	Psychology Instructor	SC
Luis Gutierrez	Administration of Justice	IVC
Ari Grayson	Architecture & Drafting Instructor	SC
Brandee Idlemann	Librarian (Research & Instruction)	IVC
Amanda Jerome	ESL Instructor	IVC
Alice Lin	ESL Instructor	IVC
Erin Long	Counselor (Generalist)	SC
Terry Lopez	Biology Instructor	SC
Carolyn Neill	Nursing Instructor	SC
Steven Nguyen	Chemistry Instructor	IVC
Caroline Paltin	Human Services Instructor	SC
Donald Perry	Chemistry Instructor	IVC
Kelicia Galvin	ESL Instructor	IVC
Caroline Rath	Geology Instructor	IVC
William Spinella	Astronomy (Physics) Instructor	IVC
Mohamad Youssef	Mathematics Instructor	IVC
Erika Zemanek	English Composition Instructor	SC
Gregory Whitmore	Music Instructor (Instrumental)	IVC

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Annual Report on Second Year Probationary Faculty
Recommended for Continuation of Tenure-Track Status

ACTION: Ratification

BACKGROUND

Tenure is regulated by Education Code Section 87600 et seq. A contract faculty member normally serves under three probationary contracts. An employee is employed under a first probationary contract for one year (Education Code Section 87608), under a second probationary contract for one year (Education Code Section 87608.5), and under a third probationary contract for two years (Education Code Section 87609). The Education Code requires the District, before March 15th of the year the contract ends, to take one of two actions. The District may notify the employee before March 15th that it will not enter into a contract for the following academic year(s); or, it may notify the employee that he or she will be employed as a regular employee for the next two academic years.

STATUS

The eleven (11) employees listed in Exhibit A have satisfactorily completed their second year as tenure-track faculty members and are recommended for and approved by Chancellor Burke for a two-year contract renewal.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify a contract for a term of two years, for each of the full-time faculty members listed on Exhibit A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Annual Report on Second Year Probationary Faculty

The following probationary faculty members have satisfactorily completed their second year as tenure-track employees and are recommended for a two-year contract renewal:

<u>Name</u>	<u>Discipline</u>	<u>College</u>
Susan Akhavan	ESL Instructor	IVC
Roya Aminzadeh	Transfer Center Counselor	SC
Judith Benavidez	Counselor (Generalist)	IVC
Lizzet Bobadilla	Counselor (EOPS/Guardian Scholar)	IVC
Jasmine Dieu	Counselor (Generalist)	IVC
Alan Foote	Computer Information Management Inst.	SC
Farida Gabdrakhmanova	Interior Design Instructor	SC
Lindsay Kapp	Nursing Instructor	SC
Leonard Lamp	Mathematics Instructor	IVC
Steve Rosa	Dance Instructor	SC
Marianne Wolfe	Counselor (Generalist)	IVC

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Annual Report on Fourth Year Probationary Faculty
Recommended for Tenure

ACTION: Ratification

BACKGROUND

Tenure is regulated by Education Code Section 87600 et seq. A contract faculty member normally serves under three probationary contracts. An employee is employed under his or her first probationary contract for one year (Education Code Section 87608), under his or her second probationary contract for one year (Education Code Section 87608.5), and under his or her third probationary contract for two years (Education Code Section 87609). The Education Code requires the District, before March 15th of the year the contract ends, to take one of two actions. The District may notify the employee prior to March 15th that it will not enter into a contract for the following academic year(s); or, it may notify the employee that he or she will be employed as a regular employee.

STATUS

Exhibit A lists those employees who have satisfactorily completed the four-year tenure process. These thirty-two (32) full-time faculty members are recommended for and approved by Chancellor Burke for tenure to be effective on the first day of service of their fifth year.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify for tenure the full-time faculty members listed in Exhibit A, effective the first day of service of their fifth year.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Annual Report on Fourth Year Probationary Faculty

The following probationary faculty members have satisfactorily completed their fourth year as tenure-track employees and are recommended for tenure to be effective on the first day of service of their fifth year:

<u>Name</u>	<u>Discipline</u>	<u>College</u>
Sam Abbas	Chemistry Instructor	SC
Sang Choi	Mathematics Instructor	SC
Thomas Cullen	Chemistry Instructor	IVC
RJ Dolbin	Mathematics Instructor	IVC
Nancy Duong	Mathematics Instructor	SC
Dalal Farsakh	Counselor	IVC
Mark Franco	Counselor (Basic Skills)	IVC
Eric Garcia	Counselor	IVC
Patricia Glead	Paramedic Instructor	SC
Laura Haight	Art Instructor	SC
Angel Hernandez	Counseling	IVC
Bridget Hoida Mulholland	English Instructor	SC
Lori Hoolihan	Foods and Nutrition Instructor	SC
Elizabeth Jennison	Accounting Instructor	SC
Jeffrey Johnson	English Instructor	IVC
Jennifer La Curan	Dance Instructor	IVC
Emily Liu	English Instructor	IVC
Nicole Major	Sociology Instructor	SC
Vanessa Marquez	Learning Disabilities Spec./DSPS Counselor	IVC
Jane Medling	Accounting Instructor	SC
Nahid Meshkin	Nursing Instructor	SC
Massimo Mitolo	Electrical Technology Instructor	IVC
Bill Neesen	Speech and Forensics Instructor	IVC
Terence Nelson	VETS Coordinator/Counselor	SC
Pierre Nguyen	Biological Sciences Instructor	IVC
Tuan Nguyen	Counselor (STEM)	IVC
Jacqueline Novak	Nursing Instructor	SC
Jennifer Pakula	Economics Instructor	SC
John Richards	Environmental Studies Instructor	SC
Kat Shaw	Biological Sciences Instructor	SC
Brent Warner	English as a Second Language Instructor	IVC
Susan White-Alcover	Medical Assisting Instructor	SC

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Sabbatical Leave Rescindment

ACTION: Approval

BACKGROUND

Annually, the SOCCCD Board of Trustees reviews the recommendations of the Sabbatical Committee for faculty sabbatical projects for the upcoming academic year. Sabbatical projects are reviewed and approved in accordance with Article XXVI, Section h, of the Academic Employee Master Agreement.

On January 21, 2020, the Board of Trustees approved the sabbatical projects of 25 faculty members during the 2020 - 2021 academic year, including Barbara Cox, Business Department, Saddleback College.

STATUS

For professional reasons, Professor Cox requests that approval of her leave for Fall 2020 be rescinded.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees rescind approval of sabbatical leave for Barbara Cox for Fall 2020.

ABSTRACT

NAME		Barbara Cox			
DEPARTMENT/DIVISION/SCHOOL		Business / EWDBS / Saddleback College			
COLLEGE		Saddleback College			
XX	Fall 2020		Spring 2021		Academic Year 2020 - 2021
TITLE OF SABBATICAL PROJECT		The Free Basic Business Grammar Online Worksheets Project			

GOALS and OBJECTIVES:

The project will create approximately 300-400 or more Business English grammar instruction and worksheets that:

1. provide sufficient and ample practice and reinforcement of correct Business grammar
2. are suitable and sufficient for use as basis of ZTC (Zero Textbook Cost instruction and free to users
3. are made available by online distribution via Canvas Commons
4. will be suitable and sufficient for basis of later development of a full Business English OER text.

ACTIVITIES:

Provide summary overview of activities.

Research phase:

Review content of major texts, tools, handbooks, online sites, and other sources.

Planning phase:

Identify handbooks and/or texts with which the worksheets will align.

Create detailed list/outline of contents.

Identify all question formats that Canvas will support and that are appropriate for the discipline content.

Writing phase:

Write the worksheets.

Online building and dissemination phase:

Use Canvas test creation tools to build the content into a Canvas shell in my Canvas sandbox.

PRODUCTS:

The Basic Business English Worksheets, a set of approximately 300-400 Canvas-built grammar worksheets that cover the range of skills and knowledge required for mastery of Business English and are publicly available through Canvas Commons, sufficient for use as the basis of ZTC courses and for later development of a full Business English OER text.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Final Action in Public Session – Saddleback College Student Discipline

ACTION: Final Action on Recommendation for Student Expulsion

BACKGROUND

On January 8, 2020, a Saddleback College student failed to appear for his hearing for expulsion from South Orange County Community College District for violations of regulations governing student conduct (AR-5401). The Disciplinary Hearing Panel's recommendation is expulsion.

STATUS

Education Code 72122 provides for closed session consideration of “the suspension of, or disciplinary action or any other action in connection with any student,” unless the student, after being notified in writing of the closed session, requests within 48 hours of receipt of the written notice that the hearing be held as a public meeting. Education Code 72122 further provides that whether the matter is considered in closed session or at a public meeting, the final action of the governing board shall be taken at a public meeting and the result of that action shall be a public record. The student in question was notified that the Board would consider the recommendation for expulsion in closed session at the February 24, 2020, meeting. The student did not request a public hearing within the time allowed. Accordingly, there will be an opportunity for the Board to consider and discuss the recommendation for expulsion in closed session, following which the Board will take final action on the recommendation in open session. In accordance with the Family Educational Privacy Rights Act (FERPA) and Education Code 76200, the student will not be identified publicly.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Annual Report on Third Year Probationary Faculty
Continuation of Tenure-Track

ACTION: Ratification

BACKGROUND

Tenure is regulated by Education Code Section 87600 et seq. A contract faculty member normally serves under three probationary contracts. An employee is employed under a first probationary contract for one year (Education Code Section 87608), under a second probationary contract for one year (Education Code Section 87608.5), and under a third probationary contract for two years (Education Code Section 87609). The Education Code requires the District, before March 15th of the year the contract ends, to take one of two actions. The District may notify the employee before March 15th that it will not enter into a contract for the following academic year(s); or, it may notify the employee that he or she will be employed as a regular employee for subsequent academic years.

STATUS

For informational purposes, Exhibit A lists twenty-one (21) full-time employees who have satisfactorily completed the first year of a two-year contract as tenure-track faculty members. The two-year contract was previously approved by the Board of Trustees on February 25, 2019.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Annual Report on Third Year Probationary Faculty

The following probationary faculty members have satisfactorily completed the first year of a two-year contract previously approved by the Board on February 25, 2019, completing a total of three years as tenure-track faculty members:

<u>Name</u>	<u>Discipline</u>	<u>College</u>
Daniel Barlow	English Composition Instructor	SC
Jeffrey Barnett	Computer Science Instructor	SC
Jessica Budica	English Composition Instructor	SC
Maria Castellanos	CalWORKS Counselor (Categorical)	SC
Hencelyn Chu	Medical Lab Technician Instructor	SC
Annie Gilbert	Adult ESL Faculty Coordinator (80% Cat/20% Gen)	SC
Barbara Holmes	Art Instructor	SC
Jill Ibbotson	Adult ESL Coordinator (Categorical)	SC
Tracey Magrann	Health Information Technology Instructor	SC
Paris Peck	Counselor (Generalist)	SC
Jennifer Rachman	Counselor (Generalist)	SC
Jonathan Rossiter	Geography Instructor	IVC
Navneet Sahani	Political Science Instructor	IVC
Eufemia Scarfone	ESL Instructor	SC
Tina Shaffie	DSPS Counselor	SC
Laura Toscano	Counselor (Generalist)	SC
Kathy Tuominen- Lenny	Counselor (Generalist)	SC
Javier Valdez	EOPS/CARE Counselor	IVC
Daniel Vernazza	English Composition Instructor	IVC
Breanna Wybaczynsky	DSPS Counselor	IVC
Alicia Zach	Online Learning Librarian	SC

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Saddleback College and Irvine Valley College: Speakers

ACTION: Information

BACKGROUND

Outside speakers may be invited by administrators, faculty members, or recognized student groups to speak at events open to the public.

STATUS

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges since the last board meeting. Exhibit A lists invited speakers and other pertinent information.

Item Submitted By: *Dr. Elliot Stern, President, Saddleback College and
Dr. Cindy Vyskocil, Acting President, Irvine Valley College*

SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

SADDLEBACK COLLEGE

<i>Presentation Date/Time</i>	<i>Location</i>	<i>Faculty Member</i>	<i>Course Title/Activity</i>	<i>Speaker</i>	<i>Topic</i>
1/30/2020 1:45 pm – 2:45 pm	BGS 110	Laura Bonnell FASH 111	Sewing for Fashion Design II	Lorraine Palermo	Production Orders, Fitting & Alterations
1/30/2020 12:00pm	BGS 131	Farida Gabdrakhmanova	Interior Design Club	Kartar Diamond	Feng Shui Solutions for Interior Design
2/5/2020 6:00pm-7:00pm	BGS 254	Jane Medling	Accounting Society	Adrian Llorente Edward Nin Sam Bacon Spencer Zono Darrell Mentz	Majoring/Minoring in Accounting at SCUF
2/10/2020 12:00-2:00pm	McKinney Theatre	Ari Grayson / Emily Quinlan	ASG / Pre-Law Society / AAUW	Dave Min	Global Business and Jobs of the Future
2/10/2020 12:00-2:00pm	McKinney Theatre	Ari Grayson / Emily Quinlan	ASG / Pre-Law Society / AAUW	Linda Thomas- Greenfield	Global Business and Jobs of the Future
2/10/2020 12:00pm-2:00pm	McKinney Theatre	Ari Grayson / Emily Quinlan	ASG / Pre-Law Society / AAUW	Delanie Eastin	Global Business and Jobs of the Future
2/19/2020 4:00pm-5:45pm	HS 145	Office of the President	Office of the President	Congressman Mike Levin Secretary of State Alex Padilla	Voting Laws, Voting Rights, Cybersecurity, Elections and Census District 49
2/19/2020 6:00pm-7:00pm	BGS 254	Jane Medling	Accounting Society	Nahal Shafagh	Emotional Intelligence & Communication in Accounting and Business
2/24/2020 7:15pm-8:00pm	BGS 148	Jeanne Robinson	TOUR 250	Hayley Burbank William Johnson	Hotels
2/27/2020 12:00 pm-1:30 pm	SSC 212	Nicole Major	Intro to Sociology	Micki Nozaki	Financial Abuse
3/4/2020 6:00pm-7:00pm	BGS 254	Jane Medling	Accounting Society	Natasha Mohamed Cori Sanchez	Achieving Financial Peace
3/23/2020 7:15pm-8:00 pm	BGS 148	Jeanne Robinson	TOUR 250	Lynette Palmquist Pam Sutherland	Flight Attendants

<i>Presentation Date/Time</i>	<i>Location</i>	<i>Faculty Member</i>	<i>Course Title/Activity</i>	<i>Speaker</i>	<i>Topic</i>
3/26/2020 6:00pm-7:00pm	BGS 254	Jane Medling	Accounting Society	Eric Hilden	Resume Building & Interviewing Career Opportunity Tips in Accounting & Gaucho Jobs
4/6/2020 7:15pm-8:00pm	BGS 148	Jeanne Robinson	TOUR 250	Denise Roche	Sea Dream Yachts
4/20/2020 7:15pm-8:00pm	BGS 148	Jeanne Robinson	TOUR 250	Roxanne Walters	Travel Advisors
5/4/2020 7:15pm -8:00pm	BGS 148	Jeanne Robinson	TOUR 250	David Anderson	How to Find the Right Agency

IRVINE VALLEY COLLEGE

<i>Presentation Date/Time</i>	<i>Location</i>	<i>Faculty Member</i>	<i>Course Title/Activity</i>	<i>Speaker</i>	<i>Topic</i>
1/28/2020 3:30pm	BSTIC 104	John Russo	Business Leader Society Club	John Gutierrez	Finance and Funding Non-Profits
2/7/2020 11:00am	B 116	Gail Schwartz	AESL 505 Advanced Adult ESL Level 5	Cindi Le	Citizenship Process
2/7/2020 2:15pm	BSTIC 212	Susan Akhavan	AESL Faculty Training	Catherine Sylstra	Professional Development: How To Effective Use Burlington English
2/11/2020 3:30pm	BSTIC 104	John Russo	Business Leader Society Club	Phillip Stinis	Entrepreneurship Cal State Fullerton
2/19/2020 2:00pm	B106	Amanda Romero and Cindy Voss	Career Chat	Johnny Whichard	Discuss Education and Career at Ultrabit, a Software Development Company for Gaming Apps
3/3/2020 11:00am	LSB 112	Larry G. Cabral	BIO 1 Lecture	Carrie Lessin	Plants: Form and Function
3/5/2020 11:00am	LSB 112	Larry G. Cabral	BIO 1 Lecture	Carrie Lessin	Vernal Pools - Experimental Ecology

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Staff May Respond to Public Comments from the Previous Board Meeting

ACTION: None

BACKGROUND

Members of the public may address the Board on any item on the closed or open session agenda following "Procedural Matters" or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at that time.

At the Board of Trustees organizational meeting on December 12, 2016, the Board requested that a standing monthly item be included on the agenda to allow for staff to respond to public comments from the previous board meeting.

STATUS

A public comment response from staff was not requested during last month's board meeting.

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Facilities Plan Status Report
ACTION: Information

BACKGROUND

At the request of the Board of Trustees, this report is prepared and submitted monthly to provide the Board with information on major capital projects underway and/or planned. Each project includes the project description, budget narrative, status, whether the project is in progress or recently completed and the current focus. Words appearing in *italics* indicate a change from the previous report. The dates appearing in **bold font** indicate that the associated phase is completed.

STATUS

EXHIBIT A provides an up-to-date report on the status of major capital projects.

FACILITIES PLAN STATUS REPORT

February 24, 2020

CAPITAL IMPROVEMENT PLANNING

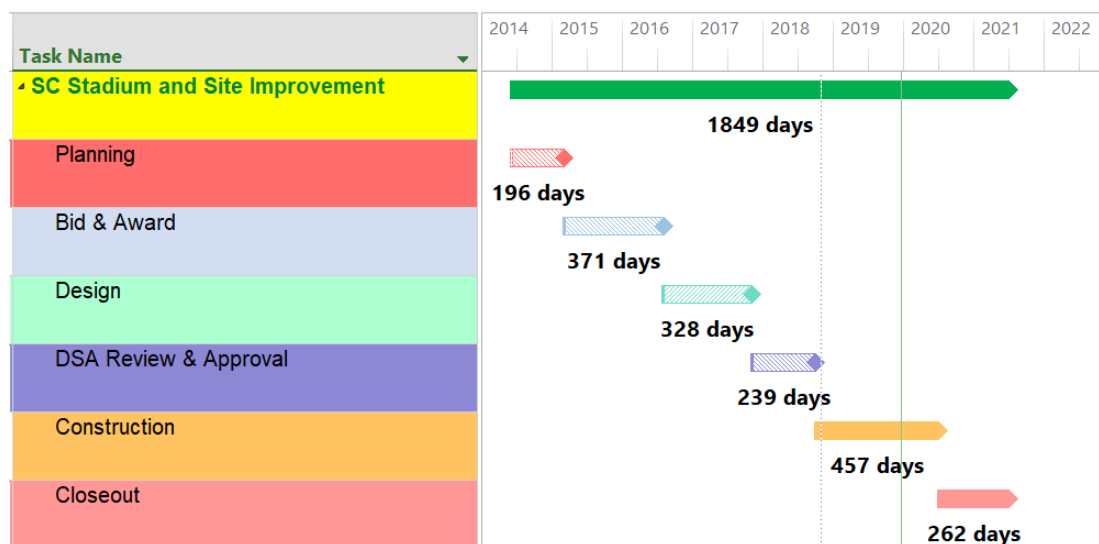
The decision to design and construct capital improvement projects begins with the Education and Facilities Master Planning (EFMP) process. The last EFMP cycle was completed December 2011. The 2011 EFMP report is available at the District website: http://www.socccd.edu/about/about_planning.html. The District is in the process of developing a new Education Master and Strategic Plan (EMSP) along with a new Facilities Master Plan. We anticipate these to be complete by the end of this fiscal year. This report contains information on projects over \$1 million that are listed in the Facilities Master Plans for both colleges and projects that include associated planning efforts.

SADDLEBACK COLLEGE

1. STADIUM AND SITE IMPROVEMENT

Project Description: The existing stadium will be replaced with a new 8,000 seat multi-sport stadium with restrooms, team rooms, concession stand, ticket booth, storage, press box, scoreboard, synthetic turf and nine-lane running track. This project includes the southeast campus perimeter drainage control and campus storm water outfall on County of Orange property. The existing practice fields and thrower's park will be relocated to and replace the Golf Driving Range and expanded to include a soccer practice field.

Start Preliminary Plans	Mar 2014	Award D/B Contract	Aug 2016
Start Working Drawings	Sep 2016	Complete Construction	Jul 2020
Complete Working Drawings	Nov 2017	Advertise for FF&E	Nov 2019
DSA Final Approval	Nov 2018	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 3/24/2008, 6/23/2014, and 6/22/2015. Several previously budgeted projects are integrated into a single project budget: Upper Quad (2008 - \$1M), Loop Road (2008 - \$3,442,000), Storm Drain Repairs (2013 - \$1,500,000) and Storm Drain, Parking, Practice Fields (2014 - \$7,638,000). On June 23, 2014, the Board approved \$950,000 and on June 22, 2015, the Board approved additional funds of \$7,945,000 and \$17,050,000. The Board approved Saddleback College's use of their RDA funds and a portion of the district-wide apartment income of \$22,705,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$14,530,000	\$47,700,000	\$62,230,000
District Funding Commitment	\$14,530,000	\$47,700,000	\$62,230,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$14,530,000	\$24,995,000	\$39,525,000
College Contribution:	\$ 0	\$22,705,000	\$22,705,000

Status: Construction Phase: Project is 68% complete.

In Progress: Bleacher erection, *scoreboard installation*, site concrete, emergency vehicle access road, *interior wall framing and drywall*, interior MEP rough-in, and fabricating elevators.

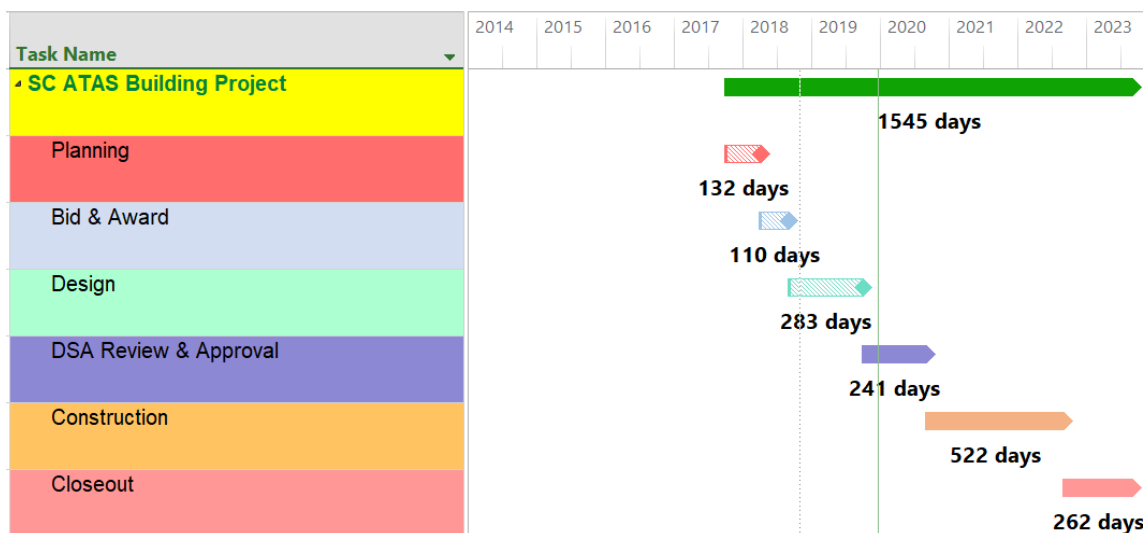
Recently Completed: *Light poles installation along College Drive East, completed football & soccer practice fields, roofing on all buildings, and agreed to grant 20 inclement weather days for December and January.*

Focus: Proactively work with the contractor on schedule issues to keep end date on target. Meet with PCL executive team. Review contractor's change order requests and claims; conduct meetings to discuss these. *Descope outfall repairs from project.*

2. ATAS BUILDING PROJECT

Project Description: The Project includes a new 50,000 gross square feet (GSF) two-story building serving career technical education students. This building will be located at the existing tennis courts facility. Eight new tennis courts (including two striped for pickle ball) will replace the existing six and will be located north of the Village. The college has requested that the existing TAS Building demolition, utility relocation and new parking lot be de-scoped. A connector road and installation of additional parking stalls between the baseball field and the new tennis courts is included.

Start Preliminary Plans	Oct 2017	Award D/B Contract	Aug 2018
Start Working Drawings	Oct 2018	Complete Construction	Aug 2022
Complete Working Drawings	Sep 2019	Advertise for FF&E	Pending
DSA Final Approval	Sep 2020	DSA Close Out	Pending



Budget Narrative: In fiscal years 2002-2003 and 2004-2005, \$971,000 and \$985,000 respectively, for a total of \$1,956,000 was allocated from basic aid to cover design. Budget reflects Board action on 8/27/2012, 10/25/2013, 6/23/2014, 8/22/2016 and 5/21/2018. On August 27, 2012, the Board approved \$12,777,313. On October 25, 2013, the Board approved fund reassignment of \$8,523,000 to the Saddleback College Sciences Building. On June 23, 2014, the Board restored \$8,523,000 and added \$2,702,000. On August 22, 2016, the Board approved \$3,110,000. On May 21, 2018, the Board approved \$44,863,622 to fund a new building. The ATAS Building project budget of \$64,100,000 differs from the basic aid allocation due to funds spent for the Technology and Applied Science renovation project prior to the decision to move forward with a new building.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:			
TAS Renovation	\$8,755,055	\$ (7,446,120)	\$ 1,308,935
ATAS Building	\$ 0	\$64,100,000	\$64,100,000
Total	\$8,755,055	\$56,653,880	\$65,408,935
District Funding Commitment:	\$8,755,055	\$56,653,880	\$65,408,935
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$1,956,000	\$63,452,935	\$65,408,935

Status:

- DSA Review Phase: ATAS Building and New Connector Road & Parking Lot 5-B.
- Construction Phase: New Tennis Courts Center (*Task #01*): *Project is approximately 5% complete.*

In Progress: Addressing DSA back check comments on the ATAS Building and New Connector Road & parking Lot 5-B documents. *Rough grading and high voltage underground utility re-route* at the new Tennis Courts Center.

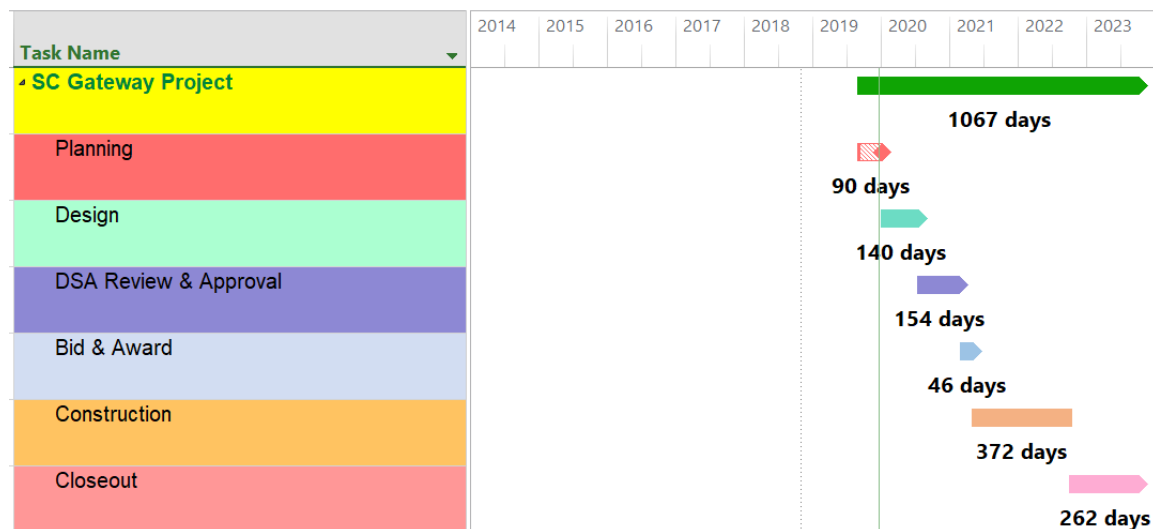
Recently Completed: Obtained *Moulton Niguel Water District final* approval on the New ATAS Building and submitted the New Connector Road & Parking Lot 5-B for final review & approval. Submitted Savings by Design application & agreement with San Diego Gas & Electric (SDG&E) to receive energy incentive upon the completion of the ATAS Building construction.

Focus Issue: Continue rough grading at the new Tennis Courts Center and certify the grading pad. Obtain Moulton Niguel Water District final approval on the New Connector Road & Parking Lot 5-B. Resubmit the New Connector Road & Parking Lot 5B Increment No. 1, as well as the ATAS Building package to DSA for back-check and obtain their final approval.

3. GATEWAY PROJECT

Project Description: This proposed project will construct a new three-story building of 52,156 assignable square feet (ASF), 77,985 gross square feet (GSF) and will provide a new, highly integrated space for student services and consolidated and expanded interdisciplinary instructional space. This project will reduce the need for portable buildings and set the stage for the Student Services building renovation.

Start Preliminary Plans	Sep 2019	Award Construction Contract	May 2021
Start Working Drawings	Jan 2020	Complete Construction	Oct 2022
Complete Working Drawings	Jul 2020	Advertise for FF&E	Feb 2022
DSA Final Approval	Feb 2021	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013, 6/23/2014, 8/22/2016 and 6/26/2017 and 4/22/2019. On June 17, 2013, the Board approved \$1,545,115. On June 23, 2014, the Board approved a reduction of (\$655,115). On August 22, 2016, the Board approved \$1,936,817. On June 26, 2017, the Board approved \$16,832,003. On April 22,

2019, the Board approved the funding allocation of \$6,599,180. *Request for full funding underway during this FY 2020-2021 funding cycle.*

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$42,867,000	\$ 8,736,000	\$51,603,000
District Funding Commitment:	\$12,814,000	\$13,444,000	\$26,258,000
State Match:	\$30,053,000	\$ (4,708,000)	\$25,345,000
Basic Aid Allocation:	\$ 1,545,115	\$24,712,885	\$26,258,000

Status: Working Drawings Phase.

In Progress: 100% Design Development *sign-off* meetings with the Saddleback College executive cabinet and Gateway Building stakeholders. Weekly Design & Building Information Modeling coordination meetings.

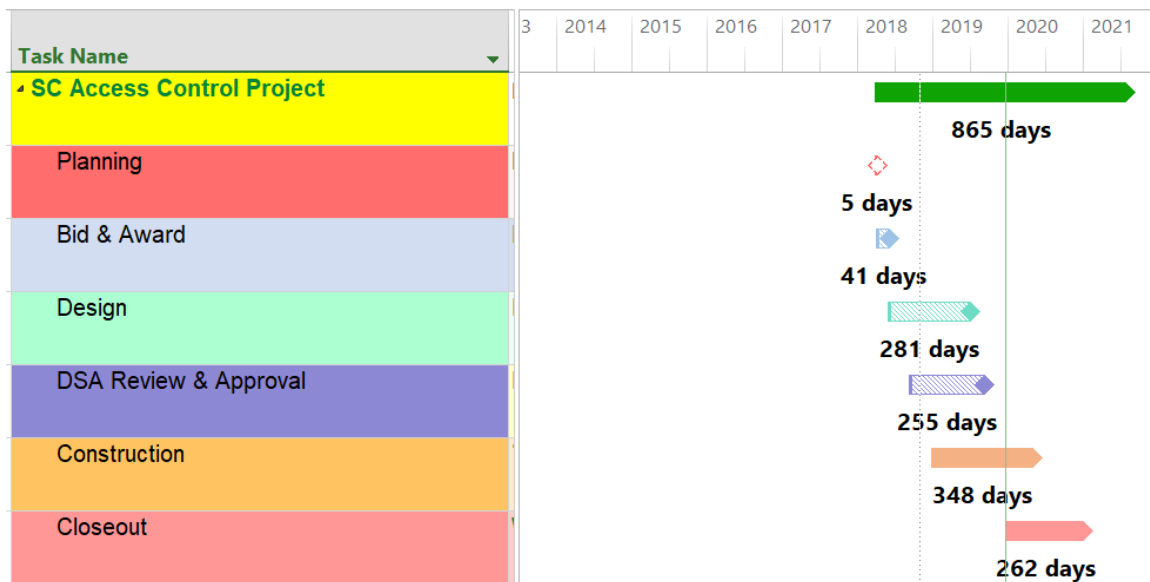
Recently Completed: *Page-turn review sessions with Saddleback College executive cabinet and Gateway building stakeholders on the draft 100% Design Development package. Fire flow testing. Obtained Saddleback College executive cabinet and Gateway building stakeholders' final sign-off on the 100% Design Development Phase.*

Focus: *Kick-off the Working Drawing Phase and submit Gateway building drawings to Orange County Fire Authority (OCFA) for final review & approval. Submit Gateway building geotechnical report to Department of Conservation – California Geological Survey (CGS) for final review & approval.*

4. ACCESS CONTROL PROJECT

Project Description: This project will retrofit 1,535 existing doors campus-wide with electronic door locks to provide access control and enhanced safety. This project is similar to the standard established at the Science Building, with hardware synchronized to software monitored by the Saddleback College Campus Police.

Criteria Development	Apr 2018	Award D/B Contract	May 2018
Start Working Drawings	Jun 2018	Complete Construction	Apr 2020
Complete Working Drawings	Jul 2019	FF&E	N/A
DSA Final Approval	Jul 2019	DSA Close Out	Pending



Budget Narrative: Budget reflects the Board action on 6/26/2017 and 5/21/2018. On June 26, 2017, the Board approved \$3,000,000 for the District-wide ADA Transition Plan. Saddleback College assigned \$1,600,000 from its share of the ADA transition funds to this project. On May 21, 2018, the Board approved \$4,000,000. Saddleback College also assigned \$1,364,296 from college general funds. Additionally, State Scheduled Maintenance allocations across FY 2015-16, 2016-2017, 2017-2018 total \$4,845,914.

	Original	Revision	Total
Project Budget:	\$11,810,210	\$0	\$11,810,210
District Funding Commitment:	\$ 6,964,296	\$0	\$ 6,964,296
Basic Aid Allocation:	\$ 4,000,000	\$0	\$ 4,000,000
Basic Aid ADA Allocation:	\$ 1,600,000	\$0	\$ 1,600,000
College General Fund:	\$ 1,364,296	\$0	\$ 1,364,296
State Scheduled Maintenance Allocation:	\$ 4,845,914	\$0	\$ 4,845,914

Status: Construction Phase. Phased Project with 6 increments: Increment No. 1 completed. Increment No. 2 (BGS & SSC) is complete except for exterior storefront doors. Increment No. 3 (HS, AGB, LRC) is complete except for storefront doors. Increment No. 4 construction (Fine Arts & CDC) underway. Increments 5 & 6 are in the queue for construction.

In Progress: Increments 2 and 3 storefront door installation. Increment No. 4 construction.

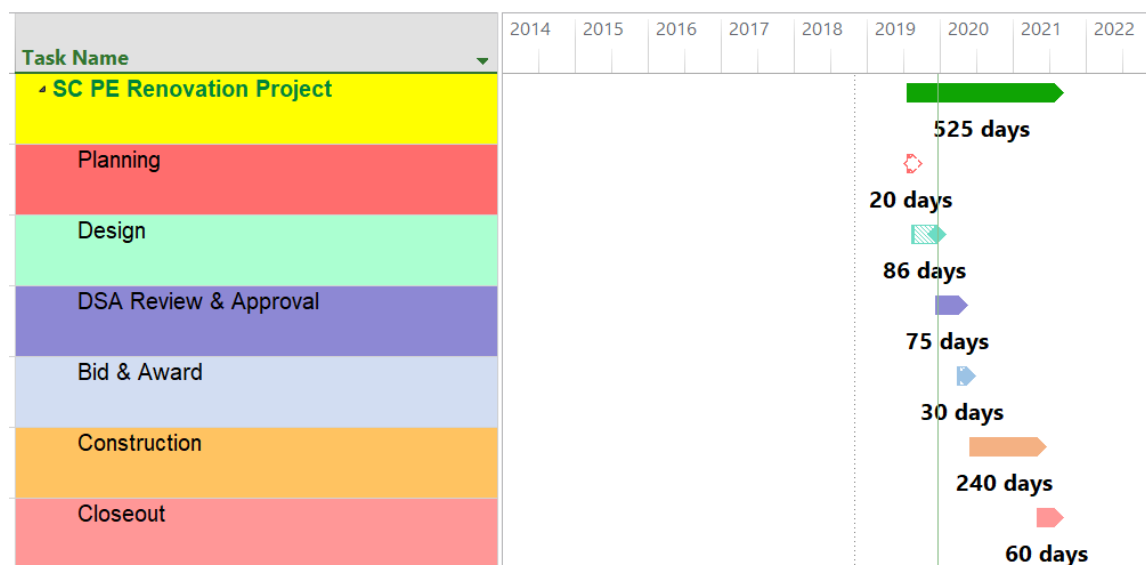
Recently Completed: ADA Concrete repairs at PE Complex and AGB. LRC interior door access control installation, *Fine Arts Complex cable rough in and cameras.*

Focus: Increment No. 4 (Fine Arts & CDC) construction.

5. PE RENOVATION

Project Description: This project will renovate the Women's Locker Room to address Title IX regulations and functional issues, install new rooftop HVAC units on the PE 100 building to correct heating and cooling issues, and renovate the restrooms in PE 300 to meet accessibility requirements.

Start Preliminary Plans	Jul 2019	Award Construction Contract	May 2020
Start Working Drawings	Aug 2019	Complete Construction	Apr 2021
Complete Working Drawings	Dec 2019	Advertise for Equipment	Nov 2020
DSA Final Approval	Mar 2020	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013 and 6/25/2018. On June 17, 2013, the Board approved \$800,000 for the PE 100 HVAC system. Saddleback College contributed \$800,000 in matching funds from the Scheduled Maintenance budget. On June 25, 2018, the Board approved \$1,800,000 for PE Renovation. The college spent basic aid funds of \$211,263 on a previous PE 100 weight-room floor replacement project.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$3,400,000	\$(211,263)	\$3,188,737
District Funding Commitment:	\$3,400,000	\$(211,263)	\$3,188,737
Basic Aid Allocation:	\$2,600,000	\$(211,263)	\$2,388,737
Local Scheduled Maintenance:	\$ 800,000	\$0	\$ 800,000
Anticipated State Match:	N/A		

Status: DSA comments received. Architect preparing for back-check.

In Progress: Preparing construction phasing plan.

Recently Completed: Construction documents submitted to DSA.

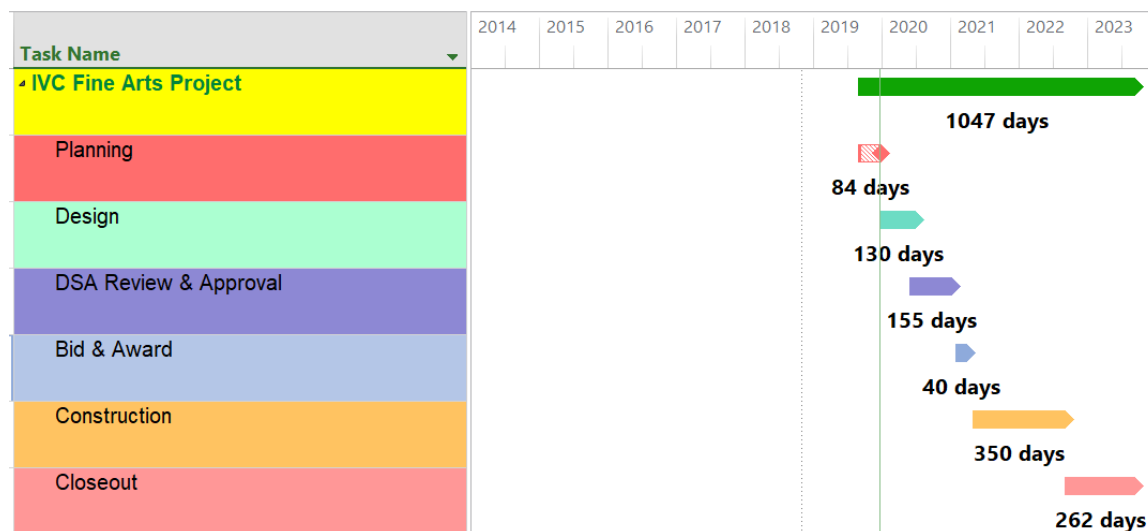
Focus: Prepare bid package.

IRVINE VALLEY COLLEGE

1. FINE ARTS PROJECT

Project Description: The proposed project will construct three buildings totaling 40,155 assignable square feet (ASF), 57,560 gross square feet (GSF) and will consolidate and expand the Fine Arts department. Art, Art History, Music and Dance instruction will relocate from laboratories currently housed across a number of different buildings on campus. The Fine Arts buildings, located southwest of the existing Performing Arts Center, will include an assembly space, labs and classrooms with some offices. Space will be vacated within the B-100, B-300 and A-300 buildings for future renovation.

Start Preliminary Plans	Sep 2019	Award Construction Contract	Apr 2021
Start Working Drawings	Jan 2020	Complete Construction	Sep 2022
Complete Working Drawings	Jun 2020	Advertise for Equipment	Jan 2022
DSA Final Approval	Jan 2021	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013, 6/23/2014, 8/22/2016, 6/26/2017, and 4/22/2019. On June 17, 2013, the Board approved \$61,278. On June 23, 2014, the Board approved \$795,000. On August 22, 2016, the Board approved \$1,659,739. On June 26, 2017, the Board approved \$12,932,581. On April 22, 2019, the Board approved the funding allocation of \$7,172,680. *Request for full funding underway during this FY 2020-2021 funding cycle.*

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$35,764,278	\$ 9,318,722	\$45,083,000
District Funding Commitment:	\$10,623,278	\$11,998,000	\$22,621,278
State Match:	\$25,141,000	\$(2,679,000)	\$22,462,000
Basic Aid Allocation:	\$ 61,278	\$22,560,000	\$22,621,278

Status: Working Drawings Phase.

In Progress: Design Development documentation.

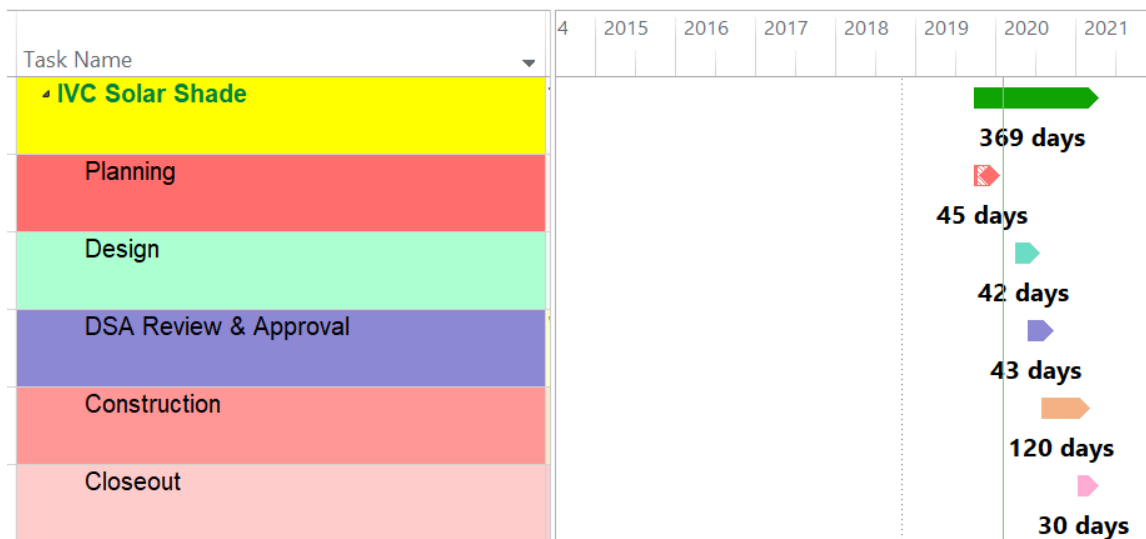
Recently Completed: *Preliminary meeting with DSA. Submitted Fire Access Plans to Orange County Fire Authority for final review and approval.*

Focus: Complete Design Development including identification of equipment and furniture requirements. Conduct *initial design reviews by commissioning agent and building envelope consultants.*

2. PARKING LOT PHASE 1 & 2 AND SOLAR SHADE PROJECT

Project Description: This project includes development of a 190,000 square foot, lighted parking lot creating 594 additional parking spaces. The project includes photovoltaic panels supported on parking canopies and a battery storage system. Both systems will interconnect with the local utility grid and integrate with the campus electrical system, which will be consolidated in response to utility requirements.

Start Preliminary Plans	<i>Apr 2020</i>	Begin construction	<i>Aug 2020</i>
Start Working Drawings	<i>May 2020</i>	Complete Construction	Jan 2021
Complete Working Drawings	<i>Jun 2020</i>	Advertise for FF&E	N/A
DSA Final Approval	<i>Jul 2020</i>	DSA Close Out	Feb 2021



Budget Narrative: Budget reflects Board action on 6/23/2014, 6/22/2015, 8/22/2016, 6/26/2017 and 5/21/2018. On June 23, 2014, the Board approved \$3,010,000. On June 22, 2015, the Board approved \$90,000. On August 22, 2016, the Board approved \$3,655,000 to allow inclusion of the solar shade project and add a connection to the new perimeter road. On June 26, 2017, the Board approved \$733,000. On May 21, 2018, the Board approved \$1,300,000 to include the Phase II parking scope.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$3,010,000	\$5,778,000	\$8,788,000
District Funding Commitment:	\$3,010,000	\$5,778,000	\$8,788,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$3,010,000	\$5,778,000	\$8,788,000

Status: Bid and Award Phase.

In Progress: Contract Negotiation underway.

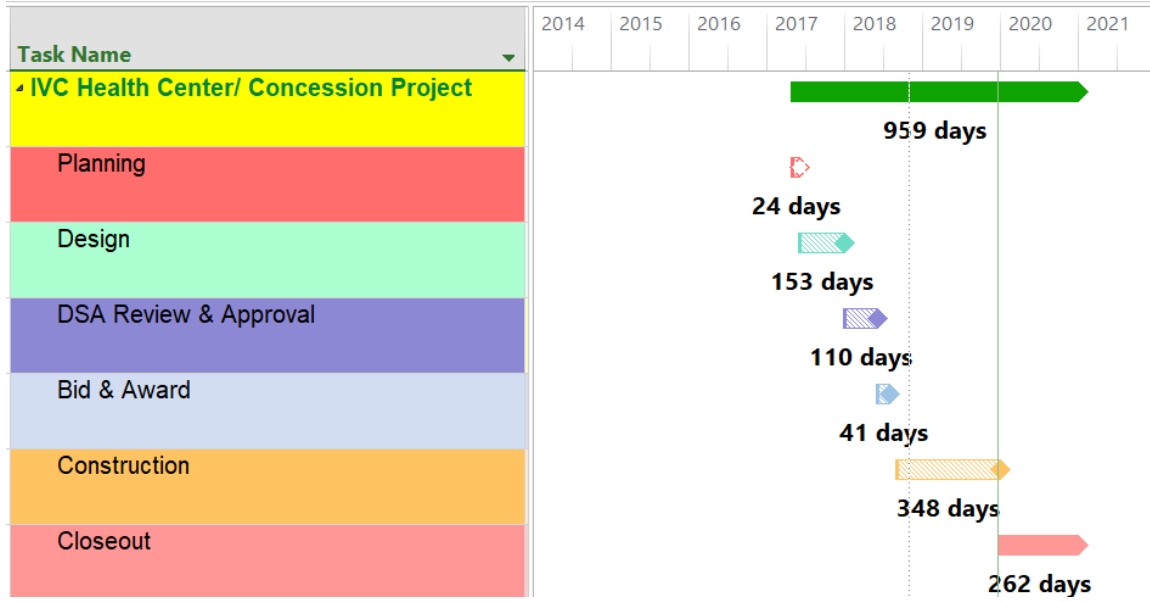
Recently Completed: Receipt of Solar Shade project bid.

Focus: Negotiate Solar Shade contract.

3. HEALTH CENTER/CONCESSION PROJECT

Project Description: This project is a new one-story building with an estimated 2,214 assignable square feet (ASF), 3,730 gross square feet (GSF) dedicated to Health Center services, Sports Medicine, sports concession and toilet facilities. The Health Center will move from the existing Student Services building. The new Health Center/Concession building is located adjacent to the baseball fields and includes baseball bleacher seating for 300.

Start Preliminary Plans	May 2017	Award Construction Contract	Aug 2018
Start Working Drawings	Jul 2017	Complete Construction	Dec 2019
Complete Working Drawings	Jan 2018	Advertise for Equipment	Jun 2019
DSA Final Approval	Jun 2018	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/22/2015, 8/22/2016, 6/26/2017 and 5/21/2018. On June 22, 2015, the Board approved \$400,000. On August 22, 2016, the Board approved \$5,338,000. On June 26, 2017, the Board approved \$402,000. On May 21, 2018, the Board approved \$1,360,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$5,200,000	\$2,300,000	\$7,500,000
District Funding Commitment:	\$5,200,000	\$2,300,000	\$7,500,000
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$ 400,000	\$7,100,000	\$7,500,000

Status: Construction Phase: Project is approximately 98% complete.

In Progress: DSA close out.

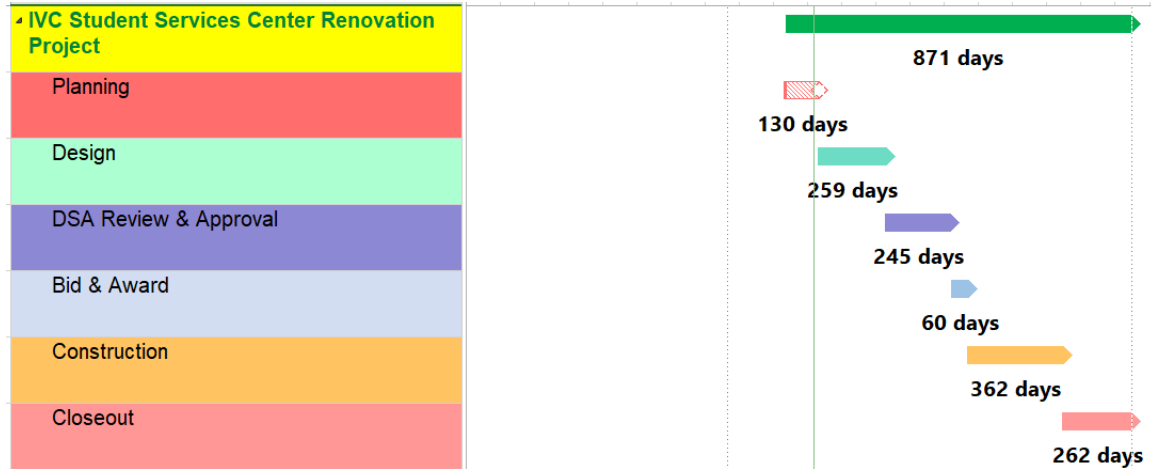
Recently Completed: Building move in.

Focus: DSA close out. Repulling cable at access control.

4. STUDENT SERVICES CENTER

Project Description: This project will *replace* the 30,558 gross square feet (GSF) Student Services Center *with two new buildings* to correct structural issues, address programming needs, *upgrade* the food service area, HVAC, electrical, finishes, and provide upgrades to meet ADA requirements. *This plan will consolidate all student services into the two buildings with a separate building for food services and student activities.*

Start Preliminary Plans	Sep 2019	Award Construction Contract	May 2022
Start Working Drawings	Mar 2020	Complete Construction	May 2024
Complete Working Drawings	Feb 2021	Advertise for Equipment	Aug 2023
DSA Final Approval	Feb 2022	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 4/22/2019. On April 22, 2019, the Board approved \$23,850,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$90,000,000	\$0	\$90,000,000
District Funding Commitment:	\$48,300,000	\$0	\$48,300,000
Anticipated State Match:	\$N/A		
Basic Aid Allocation:	\$23,850,000	\$0	\$23,850,000

Status: Planning Phase.

In Progress: *Presentation to Associated Student Government.*

Recently Completed: Presented options to Executive Cabinet. Surveyed existing building.

Focus: Complete programming and *begin design.*

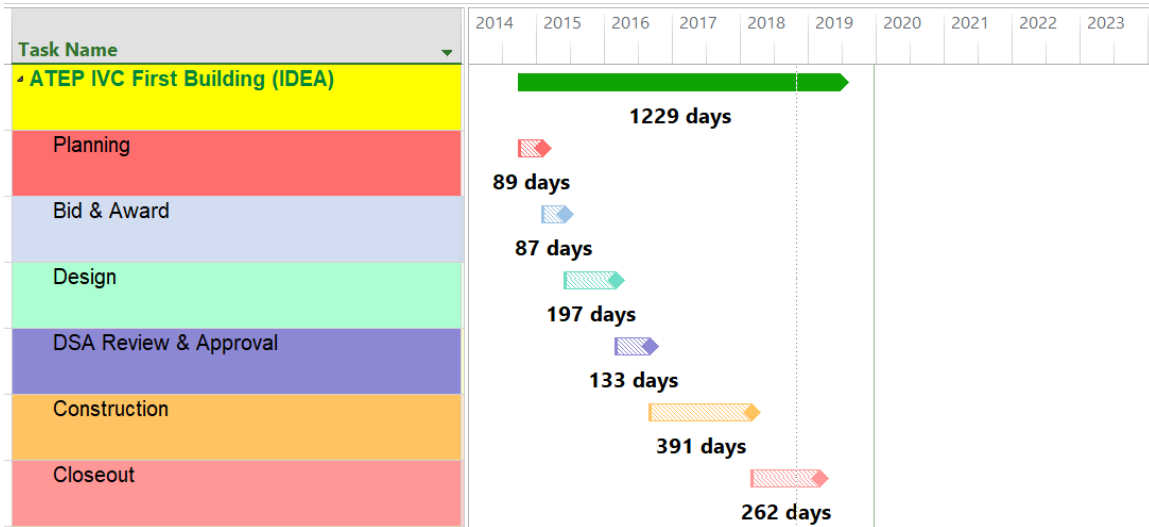
ATEP

1. ATEP - IVC FIRST BUILDING

Project Description: This project is a new two-story 20,249 assignable square feet (ASF), 32,492 gross square feet (GSF) building. The new ATEP IVC First Building consists primarily of lab classrooms with some lecture classroom space, offices and student support services. The building was designed for automation (HAAS), subtractive and additive 3-D sculpting labs, design model prototyping, electronics, photonics, electrical, engineering computer labs, the testing center and some spaces that represent expansion. In addition to

the programs identified during design, a portion of the Adult ESL (English as a second language) and the Emeritus and Community Education offices were moved to the ATEP IDEA building at its opening. The project includes 50kW of solar electric power and is a LEED Gold Equivalent building.

Start Preliminary Plans	Oct 2014	Award D-B Contract	Jun 2015
Start Working Drawings	Jul 2015	Complete Construction	Mar 2018
Complete Working Drawings	Mar 2016	Advertise for FF&E	Sep 2017
DSA Final Approval	Sep 2016	DSA Close Out	Aug 2018



Budget Narrative: Budget reflects Board action on 2/28/2011, 6/23/2014, 6/22/2015, 8/22/2016 and 6/26/2017. On February 28, 2011, the Board approved \$12,500,000, originally allocated to the Phase 3A project budget and transferred to the IVC ATEP First Building with \$8,950,000 additional funds Board approved on June 23, 2014. On June 22, 2015, the Board approved \$3,250,000 for associated parking. On August 22, 2016, the Board approved the FF&E budget of \$1,600,000. The college applied Irvine Valley College RDA funds equaling \$1,250,000 for an expanded lobby and \$700,000 for additional IT equipment. On June 26, 2017, the Board approved \$1,100,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$23,000,000	\$ 6,350,000	\$29,350,000
District Funding Commitment:	\$23,000,000	\$ 6,350,000	\$29,350,000
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$21,450,000	\$ 5,950,000	\$27,400,000
College Contribution:	\$ 0	\$ 1,950,000	\$ 1,950,000

Status: Project close out.

In Progress: Coordinate with contractor and SCE for battery storage Permission to Operate (PTO). Coordinate warranty related items with contractor.

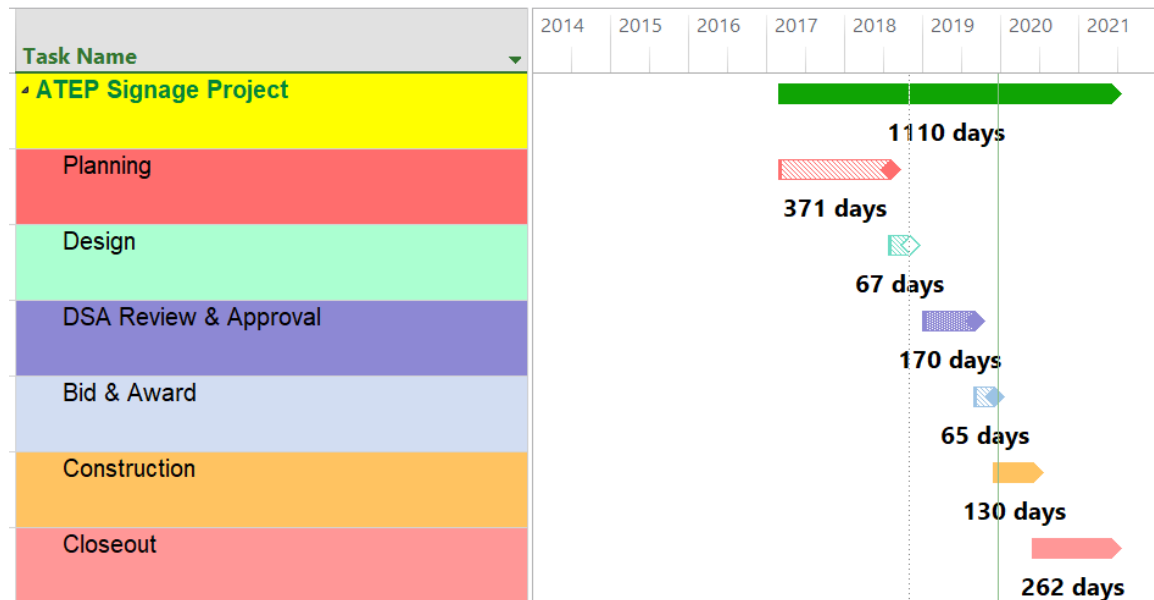
Recently Completed: Execution of new interconnect agreement with SCE for combined battery storage and photovoltaic system.

Focus: Work through system commissioning with SCE to “go live”. Continue discussions with contractor to address end users’ first-year discovery warranty items.

2. ATEP – SIGNAGE PROJECT

Project Description: Wayfinding signage for ATEP consists of three monument signs, five vehicle signs and one pedestrian sign. This signage will define the campus as a destination, support route planning, clarify entrances and parking, create a main pathway, and establish a standardized naming system.

Start Preliminary Plans	Mar 2017	Award Construction Contract	Nov 2019
Start Working Drawings	Aug 2018	Complete Construction	June 2020
Complete Working Drawings	Apr 2019	Advertise for FF&E	N/A
DSA Final Approval	Aug 2019	DSA Close Out	July 2020



Budget Narrative: Budget reflects Board action on 5/21/2018 and 4/22/2019. On May 21, 2018, the Board approved \$500,000. On April 22, 2019, the Board approved the funding allocation of \$4,431,121.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$3,000,000	\$1,931,121	\$4,931,121
District Funding Commitment:	\$ 500,000	\$4,431,121	\$4,931,121
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$ 500,000	\$4,431,121	\$4,931,121

Status: Construction Phase: *Project is approximately 5% complete.*

In Progress: Contractor working with signage fabricator to prepare signage submittal for District approval.

Recently Completed: Contractor developed baseline schedule/Schedule of Values. Contractor has mobilized and completed all surveying to prepare for boring activity. Boring activity completed.

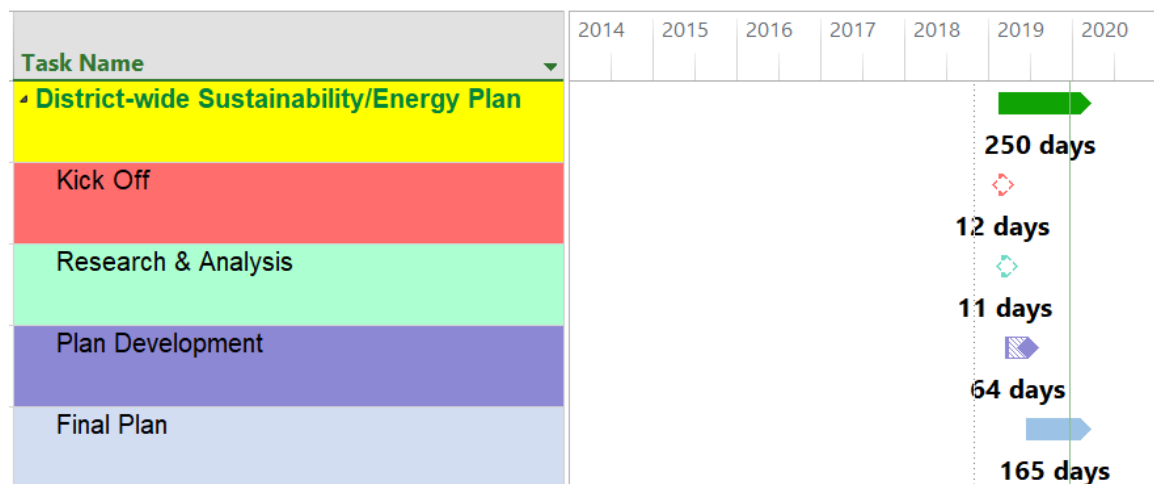
Focus: Clear north and south roundabouts to prep for concrete forms.

DISTRICT WIDE

1. SUSTAINABILITY/ ENERGY PLAN

Project Description: The Sustainability/Energy Plan supports the colleges' plans for future sustainability/energy projects, provides best practices, aids with energy savings programs, and recommends various sustainability projects. The project has two phases, the first developed building design and construction guidelines and the second develops campus organizational policies and procedures. The Plan will inform the upcoming Facilities Master Plan process.

Kick Off, Phase II	Mar 2019	Start Plan Development	Aug 2019
Start Research/Analysis	Mar 2019	Complete Plan	Jan 2020
Complete Research/Analysis	Aug 2019	Final Plan, Phase II	Jan 2020



Budget Narrative: Budget reflects Board action on 6/22/2015, 8/22/2016, 6/26/2017, and 5/21/2018. On June 22, 2015, the Board approved \$200,000. On August 22, 2016, the Board approved \$40,000. On June 26, 2017, the Board approved \$200,000. On May 21, 2018, the Board approved \$200,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$200,000	\$440,000	\$640,000
District Funding Commitment:	\$200,000	\$440,000	\$640,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$200,000	\$440,000	\$640,000

Status: Finalize report. *This project will be removed from future reports.*

In Progress: Final Report. Preparing presentation for Capital Improvement Committee.

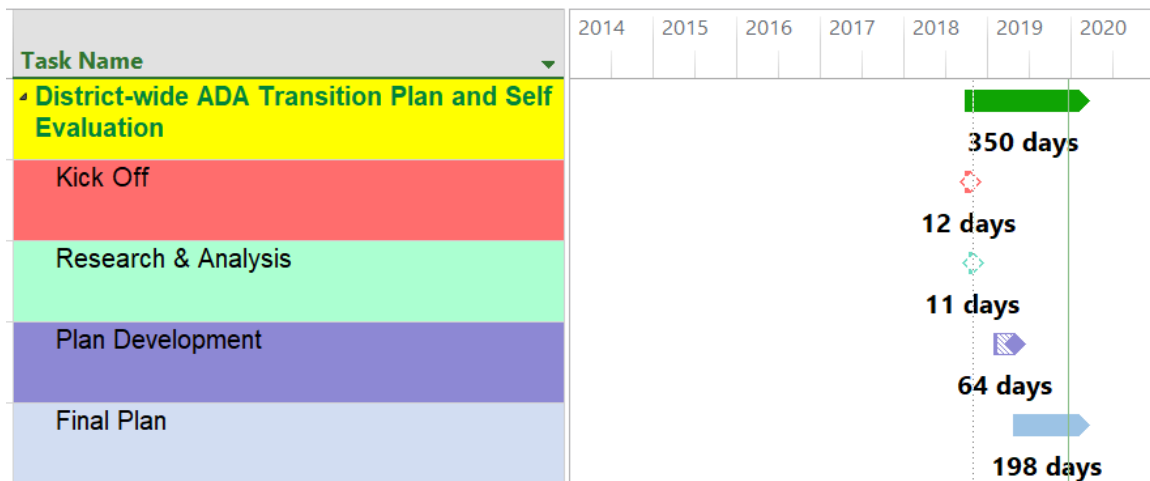
Recently Completed: Draft comments for Integrated Energy Master Plan.

Focus: Receive and incorporate draft review comments and participate in Sustainability presentation to the Capital Improvement Committee (CIC) and the Board of Trustees.

2. ADA TRANSITION PLAN AND SELF EVALUATION

Project Description: The ADA Transition Plan project audited District-wide access compliance and prioritized, budgeted and scheduled the District's Americans with Disabilities Act (ADA) Transition Plans. This information will inform the upcoming Facilities Master Plan process. Phase II work includes self-evaluation of services, policies and practices.

Kick Off – Phase II	Nov 2018	Start Plan Development	Feb 2019
Start Research/Analysis	Nov 2018	Draft Plan	May 2019
Complete Research/Analysis	Jan 2019	Final Plan	Jan 2020



Budget Narrative: Budget reflects Board action on 6/22/2015, 6/27/2016 and 6/26/2017. On June 22, 2015, the Board approved \$400,000. On June 27, 2016, the Board approved \$440,000. On June 26, 2017, the Board approved \$400,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$400,000	\$840,000	\$1,240,000
District Funding Commitment:	\$400,000	\$840,000	\$1,240,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$400,000	\$840,000	\$1,240,000

Status: Report completed and distributed. This project will be removed from future reports.

In Progress: Responsibility Matrix review.

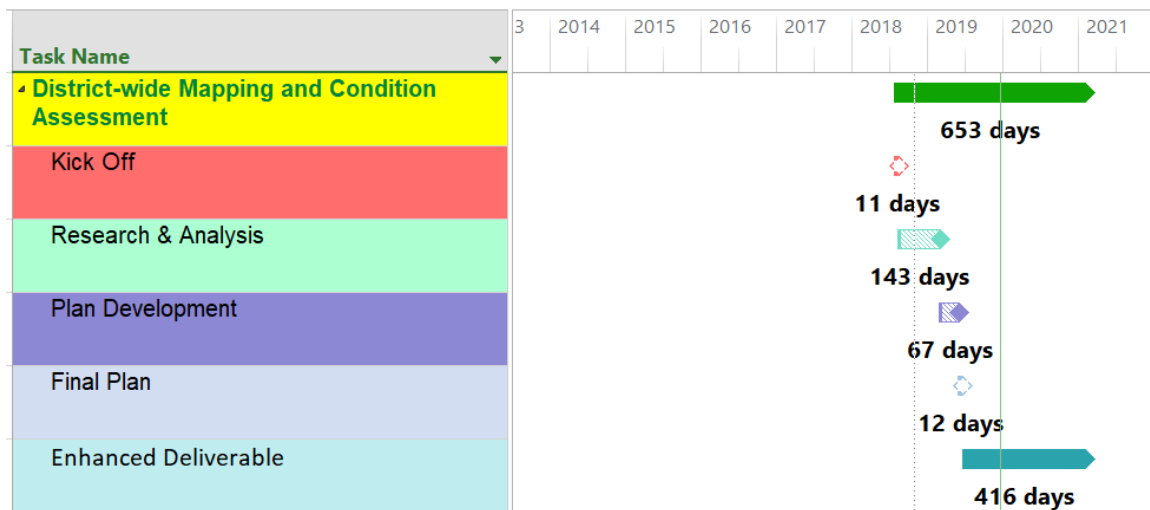
Recently Completed: Final Report.

Focus: Develop next steps.

3. MAPPING AND CONDITION ASSESSMENT

Project Description: This project comprehensively documents the horizontal and vertical positions of underground utilities and assesses existing conditions. Accurate utility information prevents construction delays, claims, and utilities conflicts.

Kick Off	Aug 2018	Start Plan Development	Aug 2018
Start Research/Analysis	Aug 2018	Draft Plan	Mar 2019
Complete Research/Analysis	Mar 2019	Final	Jan 2021



Budget Narrative: Budget reflects Board action on 8/22/2016, 6/26/2017, and 5/21/2018. On August 22, 2016, the Board approved \$400,000. On June 26, 2017, the Board approved \$500,000. On May 21, 2018, the Board approved \$3,000,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$400,000	\$3,500,000	\$3,900,000
District Funding Commitment:	\$400,000	\$3,500,000	\$3,900,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$400,000	\$3,500,000	\$3,900,000

Status: Phase Five (Enhanced Deliverables at Saddleback, IVC and ATEP).

In Progress: *Kick-off* survey at ATEP.

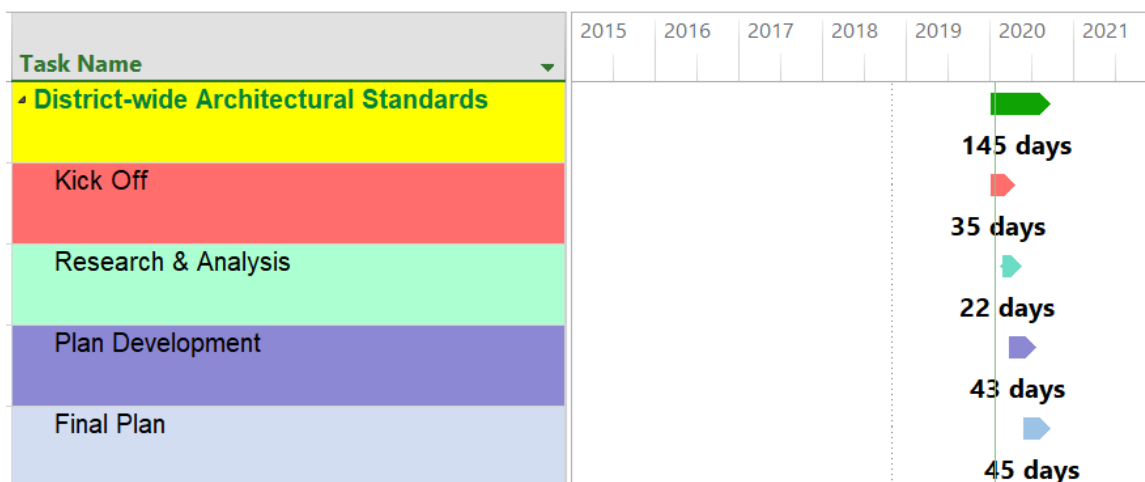
Recently Completed: *Issued the final copy of the Underground Utility Condition Assessment & Capacity Analysis Reports to Saddleback College & IVC.*

Focus: *Finalize ATEP survey and provide recommendations. Verify fire lane condition to support the Fine Arts Complex project.*

4. ARCHITECTURAL STANDARDS

Project Description: The District-wide Standards will provide all future capital projects with design and construction consistency, operational efficiency, maintainability, accessibility and sustainability while ensuring first class teaching and learning facilities. These standards will be developed to promote the efficient, predictable, and cost-effective design and construction of all new and modernized facilities, will represent the best value for District expenditures, and will align with the District's long-range goals. The standards will include sections on the 2020 Facilities Master Plan, ATEP Design Standards, Infrastructure Master Plan, Landscape Master Plan, Storm Water Management Plan, Signage and Wayfinding Standards, Easement Plan, Blue Phone/Emergency Plans, Building Information Modeling Standards (BIM), Design Guidelines for offices, classrooms, furniture standards, restrooms, interior building and exterior circulation, and utility rooms, Building Systems Guidelines and Technical Standards and Guidelines.

Kick Off, Phase II	Feb 2020	Start Plan Development	TBD
Start Research/Analysis	Feb 2020	Complete Plan	Jun 2021
Complete Research/Analysis	TBD	Final Plan, Phase II	Jun 2021



***Budget Narrative:** On April 22, 2019, the Board of Trustees approved \$1,500,000 for the Architectural Standards project.*

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$1,500,000	\$0	\$1,500,000
District Funding Commitment:	\$1,500,000	\$0	\$1,500,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$1,500,000	\$0	\$1,500,000

***Status:** Research and Analysis Phase.*

***In Progress:** Establish committees and meeting schedules.*

***Recently Completed:** Kick-off. Compiled historic documents.*

***Focus:** Set appropriate foundation. Define committee responsibilities.*

GENERAL NOTES

- Project updates for active projects may be viewed at:
<http://www.socccd.edu/businessservices/ProjectUpdates.html>
- Schedule Table: Bold dates in the schedule table indicate actuals. Items that are not bold indicate anticipated dates.
- Budget Table:
 - When state matches are identified, the project budgets reflect the allocated state match as reported in FUSION for the latest planning year. (FUSION is the State Chancellor's Office database for Capital Outlay.)
 - The "Revisions" column for the State Match category includes changes due to escalation and changes that may have occurred to the state's percentage (i.e. going from an 80% match down to a 50% match) as the economy has

changed from the original project approvals to current date. The “Revisions” column for the Basic Aid Allocation will show a total variation to date taking into account both increased and decreased basic aid allocations.

- The Unassigned category identifies an underfunded budget.
- The Budget Narrative paragraph for each project discusses the history of change to all category amounts over the life of the project.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: |SOCCCD: Monthly Financial Status Report |

ACTION: Information

BACKGROUND

Monthly General Fund financial reports (EXHIBIT A) are provided to the Board of Trustees to keep members regularly informed of current information and provide an alert to any significant changes in the projected year ending balance. These reports provide district-wide and college financial information.

STATUS

The reports display the adopted budget, revised budget and transactions through January 31, 2020 (EXHIBIT A). A review of current revenues and expenditures for FY 2019-2020 show they are in line with the budget.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Unrestricted General Fund Income and Expenditure Summary
As of January 31, 2020

		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
BEGINNING BALANCE		\$ 77,459,498	\$ 77,459,498	\$ 77,459,498	100.00%
SOURCES OF FUNDS					
REVENUES:					
SCFF Revenue	Various	\$ 161,922,903	\$ 161,922,903	\$ 95,536,516	59.00%
Basic Aid		86,327,097	86,327,097	50,934,055	59.00%
Federal Sources	8100-8199	-	-	-	0.00%
Other State Sources	8600-8699	19,311,977	19,311,977	6,246,823	32.35%
Other Local Sources	8800-8899	19,276,659	19,276,659	14,538,980	75.42%
Total Revenue		286,838,636	286,838,636	167,256,374	58.31%
OTHER FINANCING SOURCES					
Sale of Surplus	8910-8919	\$ 195,000	\$ 195,000	\$ 204,684	104.97%
Incoming Transfers	8980-8989	8,786,000	8,786,000	4,398,457	50.06%
Total Other Sources		8,981,000	8,981,000	4,603,141	51.25%
TOTAL SOURCES OF FUNDS		295,819,636	295,819,636	171,859,515	58.10%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 88,204,673	\$ 88,149,071	\$ 47,358,162	53.73%
Classified Salaries	2000-2999	47,775,711	47,983,246	22,464,010	46.82%
Employee Benefits	3000-3999	62,861,316	62,869,741	28,611,655	45.51%
Supplies & Materials	4000-4999	2,250,909	2,241,554	886,716	39.56%
Services & Other Operating	5000-5999	21,178,275	21,066,040	9,938,862	47.18%
Capital Outlay	6000-6999	1,060,782	1,022,014	237,818	23.27%
Total Expenditures		223,331,666	223,331,666	109,497,223	49.03%
OTHER FINANCING USES:					
Transfers Out	7300-7399	\$ 819,721	\$ 819,721	\$ 819,721	100.00%
Basic Aid Transfers Out	7300-7399	91,000,966	91,000,966	5,700,000	6.26%
Other Transfers	7400-7499	-	-	-	0.00%
Payments to Students	7500-7699	-	-	-	0.00%
Total Other Uses		91,820,687	91,820,687	6,519,721	7.10%
TOTAL USES OF FUNDS		315,152,353	315,152,353	116,016,944	36.81%
SURPLUS / (DEFICIT)		(19,332,717)	(19,332,717)	55,842,571	
ENDING FUND BALANCE		\$ 58,126,781	\$ 58,126,781	\$ 133,302,069	
COMPONENTS OF ENDING BALANCE					
Reserve for Economic Uncertainties		\$ 33,469,676	\$ 33,469,676		
Reserve for Unrealized Tax Collections (Basic Aid)		17,145,419	17,145,419		
Nondesignated Ending Balance		7,511,686	7,511,686		
		\$ -	\$ -		

NOTE: As of January 31, 2019 actual revenues to date were **60.78%** and actual expenditures to date were **38.43%** of the revised budget to date.

SADDLEBACK COLLEGE

Unrestricted General Fund Income and Expenditure Summary
As of January 31, 2020

		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
BEGINNING BALANCE		\$ 12,551,485	\$ 12,551,485	\$ 12,551,485	100.00%
SOURCES OF FUNDS					
REVENUES:					
SCFF Revenue	Various	\$ 89,535,410	\$ 89,535,410	\$ 52,827,000	59.00%
Basic Aid		-	-	-	0.00%
Federal Sources	8100-8199	-	-	-	0.00%
Other State Sources	8600-8699	6,753,131	6,753,131	3,205,605	47.47%
Other Local Sources	8800-8899	8,110,540	8,110,540	5,740,291	70.78%
Total Revenue		104,399,081	104,399,081	61,772,896	59.17%
OTHER FINANCING SOURCES					
Sale of Surplus	8910-8919	\$ 117,081	\$ 117,081	\$ 122,892	104.96%
Incoming Transfers	8980-8989	5,147,000	5,147,000	1,642,444	31.91%
Total Other Sources		5,264,081	5,264,081	1,765,336	33.54%
TOTAL SOURCES OF FUNDS		109,663,162	109,663,162	63,538,232	57.94%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 51,281,306	\$ 51,343,019	\$ 28,768,527	56.03%
Classified Salaries	2000-2999	22,154,124	22,169,102	10,313,907	46.52%
Employee Benefits	3000-3999	28,596,060	28,596,294	15,873,885	55.51%
Supplies & Materials	4000-4999	1,226,610	1,217,369	525,471	43.16%
Services & Other Operating	5000-5999	8,694,544	8,631,675	3,818,981	44.24%
Capital Outlay	6000-6999	872,282	867,467	180,404	20.80%
Total Expenditures		112,824,926	112,824,926	59,481,175	52.72%
OTHER FINANCING USES:					
Transfers Out	7300-7399	\$ 389,721	\$ 389,721	\$ 389,721	100.00%
Basic Aid Transfers Out	7300-7399	-	-	-	0.00%
Other Transfers	7400-7499	-	-	-	0.00%
Payments to Students	7500-7699	-	-	-	0.00%
Total Other Uses		389,721	389,721	389,721	100.00%
TOTAL USES OF FUNDS		113,214,647	113,214,647	59,870,896	52.88%
SURPLUS / (DEFICIT)		(3,551,485)	(3,551,485)	3,667,336	
ENDING FUND BALANCE		\$ 9,000,000	\$ 9,000,000	\$ 16,218,821	
COMPONENTS OF ENDING BALANCE					
Reserve for Economic Uncertainties		\$ 9,000,000	\$ 9,000,000		
Reserve for Unrealized Tax Collections (Basic Aid)		-	-		
Nondesignated Ending Balance		-	-		
		\$ -	\$ -		

NOTE: As of January 31, 2019 actual revenues to date were **61.62%** and actual expenditures to date were **51.45%** of the revised budget to date.

IRVINE VALLEY COLLEGE

Unrestricted General Fund Income and Expenditure Summary
As of January 31, 2020

		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
BEGINNING BALANCE		\$ 4,953,550	\$ 4,953,550	\$ 4,953,550	100.00%
SOURCES OF FUNDS					
REVENUES:					
SCFF Revenue	Various	\$ 58,103,728	\$ 58,103,728	\$ 34,281,918	59.00%
Basic Aid		-	-	-	0.00%
Federal Sources	8100-8199	-	-	-	0.00%
Other State Sources	8600-8699	4,494,323	4,494,323	2,133,511	47.47%
Other Local Sources	8800-8899	11,166,119	11,166,119	8,705,770	77.97%
Total Revenue		73,764,170	73,764,170	45,121,199	61.17%
OTHER FINANCING SOURCES					
Sale of Surplus	8910-8919	\$ 77,919	\$ 77,919	\$ 81,795	104.97%
Incoming Transfers	8980-8989	2,799,000	2,799,000	543,708.00	19.43%
Total Other Sources		2,876,919	2,876,919	625,503.00	21.74%
TOTAL SOURCES OF FUNDS		76,641,089	76,641,089	45,746,702	59.69%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 33,313,128	\$ 33,338,138	\$ 17,995,111	53.98%
Classified Salaries	2000-2999	14,987,798	15,036,798	7,044,351	46.85%
Employee Benefits	3000-3999	19,862,355	19,871,778	10,295,408	51.81%
Supplies & Materials	4000-4999	908,249	907,635	329,313	36.28%
Services & Other Operating	5000-5999	5,932,609	5,885,533	2,298,739	39.06%
Capital Outlay	6000-6999	90,500	54,757	13,216	24.14%
Total Expenditures		75,094,639	75,094,639	37,976,138	50.57%
OTHER FINANCING USES:					
Transfers Out	7300-7399	\$ -	\$ -	\$ -	0.00%
Basic Aid Transfers Out	7300-7399	-	-	-	0.00%
Other Transfers	7400-7499	-	-	-	0.00%
Payments to Students	7500-7699	-	-	-	0.00%
Total Other Uses		-	-	-	0.00%
TOTAL USES OF FUNDS		75,094,639	75,094,639	37,976,138	50.57%
SURPLUS / (DEFICIT)		1,546,450	1,546,450	7,770,564	
ENDING FUND BALANCE		\$ 6,500,000	\$ 6,500,000	\$ 12,724,114	
COMPONENTS OF ENDING BALANCE					
Reserve for Economic Uncertainties		\$ 6,500,000	\$ 6,500,000		
Reserve for Unrealized Tax Collections (Basic Aid)		-	-		
Nondesignated Ending Balance		-	-		
		\$ -	\$ -		

NOTE: As of January 31, 2019 actual revenues to date were **65.22%** and actual expenditures to date were **52.98%** of the revised budget to date.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: |SOCCCD: Quarterly Investment Report |

ACTION: Information

BACKGROUND

Government Code Section 53646 states that local agencies in California, including educational institutions, may render an annual statement of investment policy and a quarterly investment report to their local governing board. In addition, BP 3102 requires a quarterly report on the district's investments.

STATUS

As of the quarter ending on December 31, 2019, our cash balances were \$399,582,307.43 in the Orange County Investment Pool (OCIP), and the OCIP investment pool is yielding an average of 2.15% compared to prior quarter of 2.30%.

The cash balances for the Local Agency Investment Fund (LAIF) Pooled Investment were \$27,591,502.37, and the LAIF investment pool is yielding an average of 2.29% compared to prior quarter of 2.45%.

Both pools are highly liquid, with overnight wire transfers available upon request.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Basic Aid Report

ACTION: Information

BACKGROUND

The District returned to Basic Aid status in FY 1999-2000. The Board of Trustees has requested regular information reports about projected basic aid receipts and approved projects.

STATUS

As of December 31, 2019, total estimated Basic Aid receipts are \$933.3M and total approved projects are \$907.6M as shown in EXHIBIT A. The balance of \$25.7M is the reserve for unrealized tax collections and returned funds available for distribution.

Changes from the November 2019 report include a decrease in commitments of \$1M due to the return of remaining balances of closed projects. The year-to-date actual amounts and obligations have been updated as of December 31, 2019 to correctly reflect the uncommitted remaining balance.

**South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
February 24, 2020**

Project Description	Approved Amount	1999/2017 Actual	2017/18 Actual	2018/19 Actual	2019/20 YTD Actual	2019/20 YTD Obligations	Balance Remaining for 2019/20
IVC Cabling (2018)	-	-	-	-	-	-	-
IVC Design and Install Entrance from Barranca (2003)	2,254,236	2,173,981	70,855	9,400	-	-	-
IVC Library Exterior (2013)	228,314	7,119	65,679	155,516	-	-	-
IVC Network Access Control (2018)	159,600	-	-	160,000	(400)	-	-
IVC Upgrade Exterior & Entries to B300 (2013)	680,000	5,700	64,401	609,899	-	-	-
SC PE 200 Bleacher Repairs (2014)	575,000	208,125	366,875	-	-	-	-
SC PE Renovation (2018)	211,263	63,276	147,987	-	-	-	-
SC Server Refresh (2018)	207,011	-	-	199,846	7,165	-	-
SC TAS Building Renovation (2018)	1,308,935	1,308,935	-	-	-	-	-
SC Walkway Lot 9 to Quad (2017 & 2018)	550,000	-	173,348	376,652	-	-	-
SC Water Damages/Storm Drainage Issues (2013)	28,532	28,532	-	-	-	-	-
SOCCCD Class Schedule Upgrade & Recommendation (2015)	698,567	574,232	124,335	-	-	-	-
SOCCCD End-of-Life Core Network/Tech Refresh (2013)	6,951,136	6,680,119	64,759	151,249	55,009	-	-
SOCCCD Insurance Deductibles (2014)	900,000	400,000	-	500,000	-	-	-
SOCCCD Predictive Analytics (2013)	204,010	197,300	6,710	-	-	-	-
SOCCCD Privilege Access Management (PAM) (2018)	272,607	-	-	240,000	32,607	-	-
SOCCCD Server and Storage Scheduled Maintenance (2016)	348,108	235,662	12,531	101,807	(1,892)	-	-
SOCCCD Server Configuration & Security (2017)	180,000	-	27,247	127,200	25,553	-	-
SOCCCD System Testing and Stability (2016)	346,019	62,604	281,765	1,650	-	-	-
SOCCCD Tableau for Data Visualization (2016)	258,412	231,839	4,193	19,558	2,822	-	-
SOCCCD Wireless Coverage Expansion (2015)	738,000	463,761	212,570	61,669	-	-	-
CLOSED PROJECTS TOTAL	303,272,221	294,036,229	5,537,366	3,577,762	120,864	-	-
CAPITAL PROJECTS							
ATEP Building Demolition (2007)	13,700,000	6,910,874	-	-	-	-	6,789,126
ATEP First Building Phase 3A (2011)	27,400,000	10,537,344	12,783,368	320,079	9,710	66,133	3,683,366
ATEP First Building Support (2017)	2,317,303	-	471,425	542,011	253,362	78,893	971,612
ATEP Signage (2018 & 2019)	4,931,121	-	-	111,447	26,665	1,908,545	2,884,464
ATEP Site Development (2013 & 2019)	12,625,000	4,371,741	3,819,736	1,103,962	451,454	1,195,034	1,683,073
ATEP Utilities/Infrastructure Phase I (2016)	9,475,000	1,328,719	4,758,015	915,868	7,433	75,203	2,389,762
IVC A200 Success Center (2014)	505,005	-	-	-	-	-	505,005
IVC Access Controls (2018 & 2019)	4,200,000	-	-	687,842	543,262	411,140	2,557,756
IVC B200 (2015, 2018 & 2019)	2,100,000	155,444	61,515	83,726	1,041,318	743,278	14,719
IVC B400 Labs and Entrance Controls (2015)	296,078	5,933	182,903	3,998	-	3,244	100,000
IVC Defects Performing Arts Center (2014)	1,400,000	108,993	41,346	721,682	36,953	4,312	486,714
IVC Electric Vehicle Charging Station (2019)	400,000	-	-	-	-	-	400,000
IVC Fine Arts Building (2008 & 2019)	22,621,278	61,278	-	-	8,831	-	22,551,169
IVC Health Center/Concessions Building (2016 & 2018)	7,500,000	190,180	363,732	3,630,510	2,145,978	356,039	813,561
IVC Library Renovation (2019)	900,000	-	-	-	-	-	900,000
IVC Lighting & Walkways (2013)	795,055	538,907	31,500	12,112	207,867	4,669	-
IVC New Parking Lot (2013 & 2018)	8,788,000	124,442	289,578	2,870,876	105,840	443,718	4,953,546
IVC Soccer and Practice Fields (2018 & 2019)	10,175,000	-	-	-	169,913	440,000	9,565,087
IVC Student Services Center Renovation (2019)	23,850,000	-	-	-	79,701	1,816,081	21,954,218
SC Access Controls (2018)	4,000,000	-	-	478,367	929,311	2,454,551	137,771
SC ATAS Building (2003 & 2018)	64,100,000	-	693,343	3,996,972	893,458	49,907,673	8,608,554
SC BMS Controls (2019)	4,900,000	-	-	-	7,000	78,000	4,815,000
SC Data Center Project (2016)	1,000,000	7,472	35,558	6,460	21,820	5,023	923,667
SC Fire Alarm System (2015)	500,000	46,259	14,416	-	-	-	439,325
SC New Gateway Building (2013 & 2019)	26,258,000	-	-	-	28,900	-	26,229,100
SC PE 400 and 500 Renovation (2014)	2,388,737	-	-	1,204	135,093	152,569	2,099,871
SC Sciences Building (M/S/E annex) (2003)	62,399,870	61,903,704	13,370	895	-	-	481,901
SC SME Building Renovation (2016)	750,000	1,499	39,668	319,812	-	-	389,021
SC Stadium and Site Improvements (2008)	39,525,000	820,764	371,780	2,870,678	11,670,661	22,061,816	1,729,301
SOCCCD District-wide ADA Transition Plan Projects (2017 & 2019)	9,000,000	-	-	-	1,040,124	1,273,942	6,685,934
SOCCCD District-wide Warehouse Canopy (2019)	460,000	-	-	-	-	50,000	410,000
CAPITAL PROJECTS TOTAL	369,260,447	87,113,553	23,971,253	18,678,501	19,814,654	83,529,863	136,152,623

**South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
February 24, 2020**

Project Description	Approved Amount	1999/2017 Actual	2017/18 Actual	2018/19 Actual	2019/20 YTD Actual	2019/20 YTD Obligations	Balance Remaining for 2019/20
SCHEDULED MAINTENANCE							
IVC SM B100 Roof & HVAC (2015)	493,350	-	-	10,704	3,300	910	478,436
IVC SM Electrical (2018)	150,000	-	-	-	3,463	-	146,537
IVC SM Floors & Finishes (2018)	92,500	-	-	49,438	650	650	41,762
IVC SM Mechanical (2019)	1,664,081	-	-	-	-	50,546	1,613,535
IVC SM Painting (2018)	171,581	-	-	-	-	-	171,581
IVC SM Plumbing (2019)	250,000	-	-	-	-	-	250,000
IVC SM Roofs (2018)	1,500,000	-	-	135,983	45,541	26,581	1,291,895
SC SM Campus Landscaping Improvement (2019)	1,050,000	-	-	-	-	-	1,050,000
SC SM Campus Signage (2019)	125,000	-	-	-	-	-	125,000
SC SM Central Plant Equipment (2019)	250,000	-	-	-	44,415	177,744	27,841
SC SM IT Power Upgrade (2019)	300,000	-	-	-	-	199,500	100,500
SC SM Swimming Pool Equipment (2019)	275,000	-	-	-	-	-	275,000
SC SM Swimming Pool Refurbishment (2019)	200,000	-	-	-	-	-	200,000
SCHEDULED MAINTENANCE PROJECTS TOTAL	6,521,512	-	-	196,125	97,369	455,931	5,772,087
IT PROJECTS							
IVC Campus Desktop Refresh (2016 & 2019)	2,752,292	525,081	436,240	764,389	191,883	535,899	298,800
IVC Classroom Tech & Audio Visual IVC (2016)	3,746,708	225,038	107,604	378,139	238,799	846,708	1,950,420
IVC Refresh MDF and IDF	500,000	149,647	-	-	3,128	(3,128)	350,353
IVC SAN (2019)	865,200	-	-	-	-	-	865,200
IVC Server Refresh (2018 & 2019)	350,000	-	-	137,202	29,376	-	183,422
IVC Wireless Aps & Controllers (2019)	100,000	-	-	-	-	-	100,000
SC Cabling (2018 & 2019)	455,845	-	-	14,700	953	-	440,192
SC Campus Desktop Refresh (2016 & 2019)	3,761,618	978,750	1,149,470	549,114	8,910	-	1,075,374
SC Classroom Tech & Audio Visual (2016)	6,219,446	260,923	26,603	598,408	638,406	1,656,185	3,038,921
SC Refresh MDF and IDF	500,000	140,790	26,854	127,779	20,479	93,832	90,266
SOCCCD Automate Electronic Transcript Receiving (2015)	453,600	196,932	33,686	130,334	20,000	-	72,648
SOCCCD Automated Password Reset & Single Sign-On Assess (2015)	115,600	38,416	-	-	-	-	77,184
SOCCCD Automated Student Assistant (AI Chatbot) (2018)	475,000	-	-	-	-	-	475,000
SOCCCD Block Registration (2019)	100,000	-	-	-	-	-	100,000
SOCCCD Canvas Grade Submission Integration (2019)	150,000	-	-	-	-	41,328	108,672
SOCCCD Co-locate District-wide Infrastructure (2018)	60,000	-	-	30,232	9,276	20,492	-
SOCCCD Curriculum Management System (2018)	467,600	-	-	23,801	34,963	118,098	290,738
SOCCCD Degree Audit/MAP Upgrade (2013)	1,594,720	1,280,403	130,532	87,154	65,864	-	30,767
SOCCCD DevOps / Identity Management Engineering (2018)	200,000	-	-	63,273	24,794	111,933	-
SOCCCD District-wide Network Security (2015)	1,064,395	363,117	149,670	299,538	98,886	153,184	-
SOCCCD DW Content Management System for Websites (2019)	200,000	-	-	-	-	-	200,000
SOCCCD DW Employee Email Infrastructure Enhancements (2019)	160,000	-	-	-	6,716	116,118	37,166
SOCCCD DW Information Security Initiatives (2019)	240,000	-	-	-	-	46,375	193,625
SOCCCD DW IT Infrastructure Strategic Planning (2019)	190,000	-	-	-	-	-	190,000
SOCCCD Faculty Syllabus Builder (2018)	315,000	-	-	-	-	250,000	65,000
SOCCCD Guided Pathways One-Click Registration (2019)	285,000	-	-	-	-	-	285,000
SOCCCD HR/Bus Svcs Integrated Software (2013, 2018 & 2019)	18,492,300	13,611,859	1,507,314	1,427,044	278,560	696,793	970,730
SOCCCD Identity Management Assessment and Design (2019)	150,000	-	-	-	-	-	150,000
SOCCCD Information Security Contract Services (2018)	360,000	-	-	-	2,904	240,827	116,269
SOCCCD Infrastructure Expansion (2018)	170,000	-	-	-	126,326	8,400	35,274
SOCCCD Innovation Fund (2018 & 2019)	1,241,978	-	-	-	117,000	-	1,124,978
SOCCCD IT Basic Aid Projects (2013) IT Contingency	610,276	64,600	-	-	-	-	545,676

South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
February 24, 2020

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/2017 Actual</i>	<i>2017/18 Actual</i>	<i>2018/19 Actual</i>	<i>2019/20 YTD Actual</i>	<i>2019/20 YTD Obligations</i>	<i>Balance Remaining for 2019/20</i>
SOCCCD IT Engineering Services Support (2019)	300,000	-	-	-	7,912	54,726	237,362
SOCCCD IT Projects SC/IVC/ATEP Instruct & Student Svc (2010)	8,744,770	8,697,086	12,544	5,631	1,741	-	27,768
SOCCCD MAP Enhancements (2017, 2018 & 2019)	1,050,000	-	191,384	308,878	114,425	161,189	274,124
SOCCCD MySite Faculty Services Upgrade (2018)	275,000	-	-	-	-	237,000	38,000
SOCCCD New Student Print Solution (2016)	238,921	215,203	-	1,791	19,441	2,135	351
SOCCCD Online Tutoring, SI, Office Hours, Appointments (2016)	201,000	5,199	36,225	-	-	-	159,576
SOCCCD On-premise and Cloud-based Systems Infra Expansion (2019)	500,000	-	-	-	396,956	103,044	-
SOCCCD Registration Restriction Module (2018)	302,400	-	-	57,835	25,369	219,196	-
SOCCCD Replace District Data Center HVAC Units (2019)	350,000	-	-	-	5,104	302,068	42,828
SOCCCD Service Desk Software (2017)	560,000	-	9,835	366,261	102,148	81,756	-
SOCCCD SIS Architecture Upgrade (2019)	450,000	-	-	-	15,232	61,021	373,747
SOCCCD SIS Student Health (2018)	350,000	-	-	217,101	17,899	-	115,000
SOCCCD Student Activity Tracking, Workflow and Transcript (2019)	300,000	-	-	-	-	-	300,000
SOCCCD Student Appointment System (2019)	278,000	-	-	-	-	-	278,000
SOCCCD Student Early Alert System (2016)	226,800	-	36,752	123,612	30,582	35,854	-
SOCCCD Student Info Sys AR Enhancement/Electronic Refunds (2015)	600,000	-	-	-	19,476	257,277	323,247
SOCCCD Student Information System Enhancement (2013, 2018 & 2019)	13,584,000	7,266,438	2,314,102	1,945,362	776,863	453,468	827,767
SOCCCD Student Recruiting (2019)	302,400	-	-	-	-	-	302,400
SOCCCD Student Success Roadmap (2017)	875,000	-	1,608	322,588	178,736	203,784	168,284
SOCCCD Unified Student ID Card (2016)	452,000	-	75,190	113,296	37,987	48,685	176,842
SOCCCD Waitlist Modification (2014)	699,600	252,350	4,090	159,572	195,341	87,324	923
SOCCCD Wireless Upgrade (2016 & 2019)	2,557,990	20,017	791,591	383,839	(16,605)	36,135	1,343,013
SOCCCD Workday Student BPA Sessions (2016)	317,800	115,914	-	-	1,595	10,200	190,091
SOCCCD Workday Student Influencer Program (2016)	375,000	161,756	12,965	14,701	10,571	-	175,007
IT PROJECTS TOTAL	80,237,259	34,569,519	7,054,259	8,651,574	3,857,996	7,287,906	18,816,005

South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
February 24, 2020

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/2017 Actual</i>	<i>2017/18 Actual</i>	<i>2018/19 Actual</i>	<i>2019/20 YTD Actual</i>	<i>2019/20 YTD Obligations</i>	<i>Balance Remaining for 2019/20</i>
OTHER ALLOCATIONS							
SOCCCD Architectural Standards (2019)	1,500,000	-	-	-	2,359	-	1,497,641
SOCCCD Design/Build Specialty Consultant (2013)	525,000	291,587	-	-	-	-	233,413
SOCCCD District-wide ADA Physical Access Transition Plan (2016)	1,240,000	657,532	26,631	268,749	-	76,317	210,771
SOCCCD District-wide Mapping (2015 & 2018)	3,900,000	48	32,356	2,521,267	155,119	242,352	948,858
SOCCCD District-wide Sustainability/Energy Planning (2016 & 2018)	640,000	227,376	58,495	100,995	175,185	68,020	9,929
SOCCCD District-wide Tech Consultant for Capital Constr (2016 & 2018)	585,000	66,552	118,564	3,058	-	18,250	378,576
SOCCCD DSA Inspec, Engineer, and PM Svcs (2014)	915,000	174,201	-	6,665	-	70,228	663,906
SOCCCD Educational Facilities Master Plan (2016)	1,400,000	-	25,849	237,682	266,072	713,015	157,382
SOCCCD FPP, IPP, 5 Year Plans (2013 & 2019)	1,350,000	9,637	26,664	173,310	-	3,174	1,137,215
SOCCCD Legal Counsel Facility Related Issues (2013)	863,000	185,974	52,705	(7,236)	6,104	47,606	577,847
SOCCCD Legislative Advocacy Services - Basic Aid (2004 - present)	1,265,000	797,600	130,751	99,810	51,119	77,917	107,803
SOCCCD Pension Rate Stabilization Program (2016)	39,700,000	27,100,000	12,600,000	-	-	-	-
SOCCCD Pre-Planning and Investigation (2015, 2018 & 2019)	1,181,140	181,644	53,797	370,230	-	8,896	566,573
SOCCCD Retiree Benefits (2001 - present)	89,881,683	74,677,683	4,610,000	4,894,000	5,700,000	-	-
SOCCCD Trustee Election/General Election Expense (2004 - present)	3,348,988	2,625,684	-	563,519	-	-	159,785
OTHER ALLOCATIONS TOTAL	148,294,811	106,995,518	17,735,812	9,232,049	6,355,958	1,325,775	6,649,699

BASIC AID PROJECT TOTALS	907,586,250	522,714,819	54,298,690	40,336,011	30,246,841	92,599,475	167,390,414
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Commitments	671,945,606	61,679,072	81,512,238			92,449,334
Cumulative Commitments	671,945,606	733,624,678	815,136,916			907,586,250
Receipts	694,282,935	72,940,087	80,300,099			85,727,097
Cumulative Receipts	694,282,935	767,223,022	847,523,121			933,250,218
Cumulative Expenses	522,714,819	577,013,509	617,349,520	647,596,361		647,596,361
Uncommitted Basic Aid Funds	171,568,116	190,209,513	230,173,601			25,663,968

	<i>Approved Amount</i>					<i>Commitment Change</i>
Change from November 2019 Report:						
IVC Cabling (2018)	32,000					(32,000)
IVC Design and Install Entrance from Barranca (2003)	2,282,511					(28,275)
IVC Library Exterior (2013)	275,000					(46,686)
IVC Network Access Control (2018)	160,000					(400)
SC Server Refresh (2018)	207,247					(236)
SC Water Damages/Storm Drainage Issues (2013)	750,000					(721,468)
SOCCCD Class Schedule Upgrade & Recommendation (2015)	735,000					(36,433)
SOCCCD End-of-Life Core Network/Tech Refresh (2013)	6,984,658					(33,522)
SOCCCD Predictive Analytics (2013)	250,000					(45,990)
SOCCCD Privilege Access Management (PAM) (2018)	290,000					(17,393)
SOCCCD Server and Storage Scheduled Maintenance (2016)	350,000					(1,892)
SOCCCD System Testing and Stability (2016)	377,000					(30,981)
SOCCCD Tableau for Data Visualization (2016)	270,000			-	-	(11,588)
Total Change from November 2019 Report	12,963,416	-	-	-	-	(1,006,864)

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Retiree (OPEB) Trust Fund
ACTION: Information

BACKGROUND

In April 2008, the Board of Trustees authorized the establishment of an irrevocable trust to comply with GASB No. 43 (Financial Reporting for Postemployment Benefit Plans Other Than Pensions) and GASB No. 45 (Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions). The trust was established with the Benefit Trust Company and is administered through the Futuris Public Entity Trust Program.

STATUS

This report is for the period ending December 31, 2019 (EXHIBIT A).

For December, the portfolio was composed of 47.9% common stocks (domestic and international) and 52.1% fixed funds (bonds). The portfolio's performance increased 1.39%, ending with a fair market value of \$129,424,431 and an annualized return of 5.82% since inception.

January 14, 2020

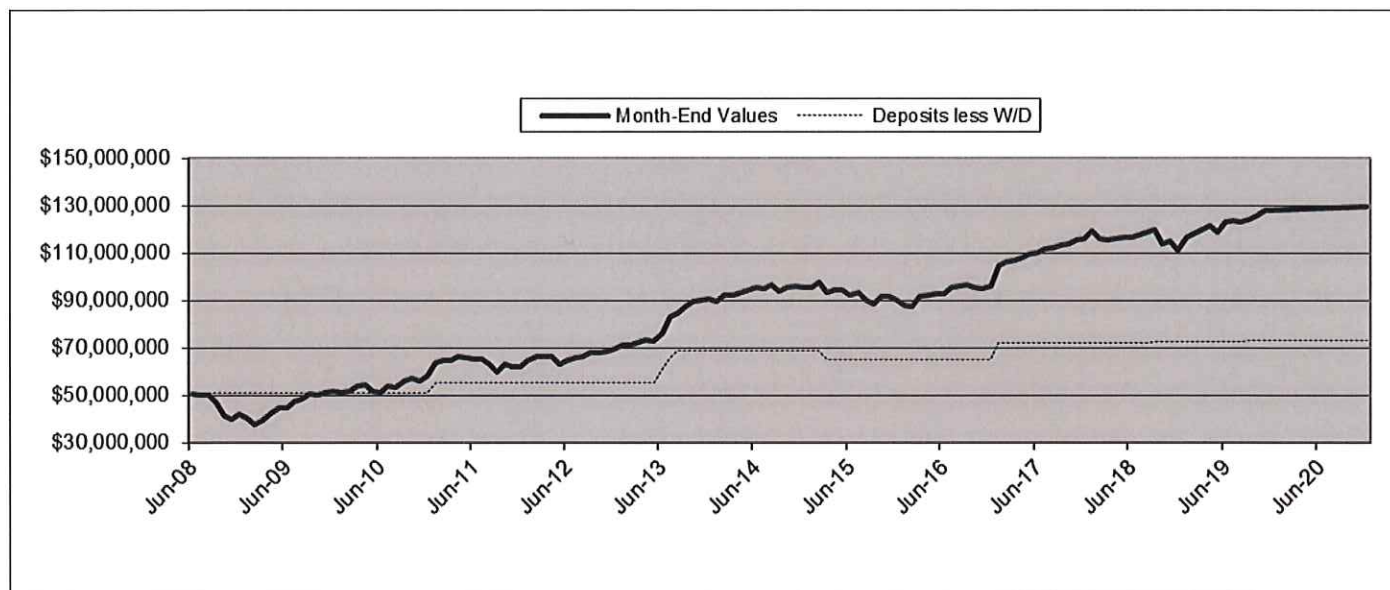
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

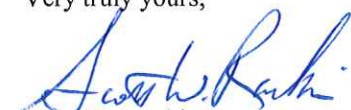
With a fair market value on December 31st of \$129,424,430.56 your portfolio's performance was up 1.39% for the month and up 5.82% on an annualized basis since the June 24th, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of equity funds (47.9%) and fixed income funds (52.1%). It was designed to be invested over a long time frame. Total deposits in the amount of \$77,214,430.38 have been received since inception. \$4,000,000 was withdrawn from the trust on March 19, 2015. Below is the performance of your portfolio for various time frames since inception.

<i>Performance</i>	<i>December 2019</i>	<i>Year-To-Date</i>	<i>Annualized Since Inception</i>
South Orange CCCD	1.39%	16.21%	5.82% annualized return
S&P 500	3.02%	31.50%	10.72% (Domestic Stocks)
MSCI EAFE	3.25%	22.01%	3.17% (International stocks)
Barclays Aggregate	-0.07%	8.73%	4.14% (Domestic Bonds)
Barclays Global	0.58%	6.81%	2.84% (Global Bonds)



Very truly yours,



Scott W. Rankin
Senior Vice President

Benefit Trust - Retiree (OPEB) Trust

Month - Year	Contributions	Contribution Balance	Month-End Investment Values
June-08	\$ 50,791,103	\$ 50,791,103	\$ 50,589,708
June-09	\$ -	\$ 50,791,103	\$ 44,706,214
June-10	\$ -	\$ 50,791,103	\$ 51,342,419
June-11	\$ 4,618,708	\$ 55,409,811	\$ 65,060,898
June-12	\$ -	\$ 55,409,811	\$ 64,788,984
June-13	\$ 5,000,000	\$ 60,409,811	\$ 76,038,439
June-14	\$ 8,389,913	\$ 68,799,724	\$ 95,689,395
June-15	\$ (4,000,000)	\$ 64,799,724	\$ 92,222,506
June-16	\$ -	\$ 64,799,724	\$ 92,851,363
June-17	\$ 6,876,878	\$ 71,676,602	\$ 110,063,884
June-18	\$ -	\$ 71,676,602	\$ 116,478,409
June-19	\$ 1,053,093	\$ 72,729,695	\$ 123,157,480
July-19	\$ -	\$ 72,729,695	\$ 123,449,353
August-19	\$ -	\$ 72,729,695	\$ 123,206,435
September-19	\$ 484,735	\$ 73,214,430	\$ 124,020,036
October-19	\$ -	\$ 73,214,430	\$ 125,685,619
November-19	\$ -	\$ 73,214,430	\$ 127,644,117
December-19	\$ -	\$ 73,214,430	\$ 129,424,431
	\$ 73,214,430		

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Pension Stabilization Trust Fund
ACTION: Information

BACKGROUND

In March 2016, the Board of Trustees authorized the District to join the California Public Entity Pension Stabilization Irrevocable Trust to set aside funds to offset the cost increases related to the STRS and PERS retirement systems pension liabilities. The trust was established with the Benefit Trust Company and Morgan Stanley as the registered investment advisor.

STATUS

This report is for the period ending December 31, 2019 (EXHIBIT A). The portfolio is composed of 15.4% equity funds and 84.6% fixed income mutual funds. The portfolio's performance for the quarter increased 1.75%, ending with a fair market value of \$29,673,380. The annualized return since inception is 3.59%. In this quarter, \$1,525,427 was withdrawn and transferred to the colleges and district services to offset increased pension costs.

January 14, 2020

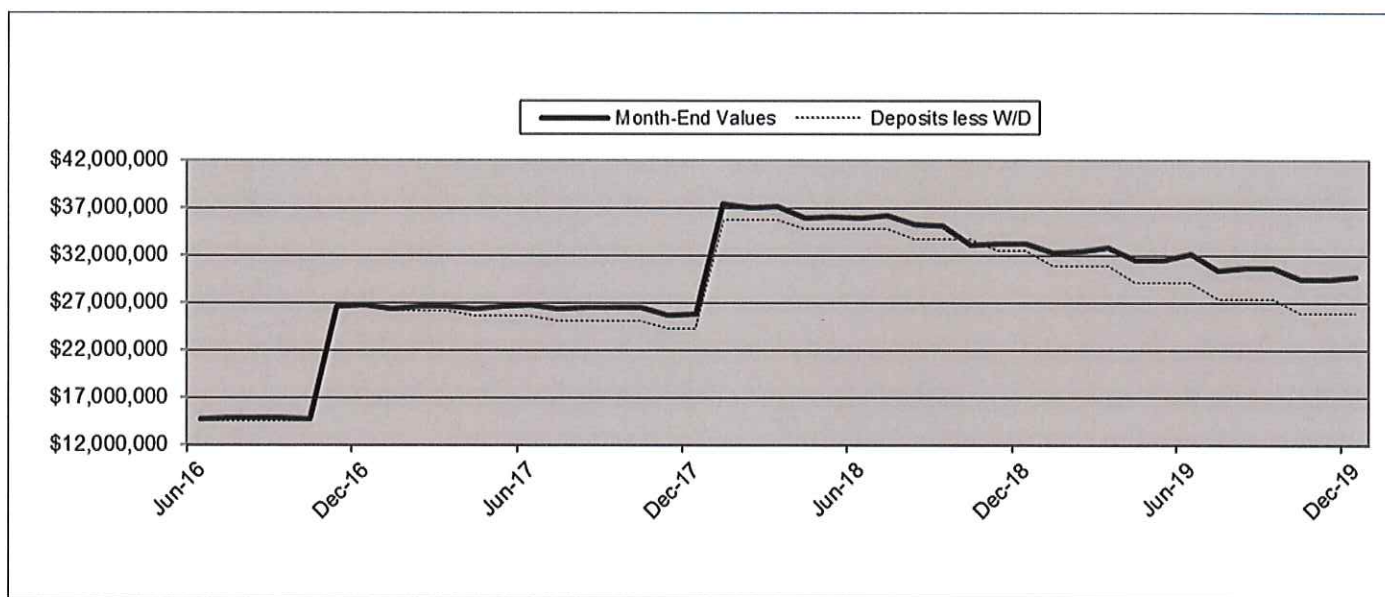
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Pension Stabilization Irrevocable Trust

With a fair market value on December 31st of \$29,673,379.57 your portfolio's performance was up 1.75% for the quarter and up 3.59% on an annualized basis since the June 16, 2016 inception date net of program fees.

Your portfolio ended the month as a diversified mix of equity funds (15.4%) and fixed income funds (84.6%). It was designed to be invested over an intermediate time frame. A total of \$39,700,000 has been deposited in various installments since the June 16, 2016 inception date, while \$13,829,816 has been withdrawn over time to fund pension contributions. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>4th Quarter 2019</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD PST	1.75%	9.99%	3.59% annualized return
S&P 500	9.08%	31.50%	15.40% (Domestic Stocks)
MSCI EAFE	8.17%	22.01%	9.85% (International stocks)
Barclays Aggregate	0.18%	8.73%	2.69% (Domestic Bonds)
Barclays Global	0.48%	6.81%	1.72% (Global Bonds)



Very truly yours,



Scott W. Rankin
Senior Vice President

Pension Stabilization Trust

EXHIBIT A
Page 2 of 2

Month - Year	Contributions	Contribution Total	Withdrawals	Ending Value
June-2016	14,500,000	14,500,000	-	14,633,971
September-2016	-	14,500,000	-	14,817,905
December-2016	12,600,000	27,100,000	407,038	26,758,346
March-2017	-	27,100,000	623,771	26,627,198
June-2017	-	27,100,000	476,582	26,672,038
September-2017	-	27,100,000	576,098	26,439,611
December-2017	-	27,100,000	788,093	25,829,514
March-2018	12,600,000	39,700,000	1,076,350	37,122,840
June-2018	-	39,700,000	1,025,678	35,977,782
September-2018	-	39,700,000	1,063,186	35,113,127
December-2018	-	39,700,000	1,205,047	33,205,615
March-2019	-	39,700,000	1,657,268	32,819,620
June-2019	-	39,700,000	1,640,570	32,089,876
September-2019	-	39,700,000	1,764,708	30,690,094
December-2019	-	39,700,000	1,525,427	29,673,380

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Quarterly Financial Status Report
ACTION: Information

BACKGROUND

Title 5, California Code of Regulations, Section 58310 requires each community college district to prepare a Quarterly Financial Status Report based on measurements and standards as established by the Board of Governors and certified on forms provided by the Chancellor no later than forty-five days following completion of each quarter.

STATUS

The California Community Colleges Quarterly Financial Status Report for SOCCCD, as of December 31, 2019 for FY 2019-2020, is attached (EXHIBIT A) for the Board of Trustees' information and review.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q

CERTIFY QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2019-2020

District: (890) SOUTH ORANGE

Quarter Ended: (Q2) Dec 31, 2019

Your Quarterly Data is ready for certification.

Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

CBO Name:

Ann-Marie Gabel, Vice Chancellor,

CBO Phone:

Use format 999-555-1212

949-582-4663

CBO Signature:

Date Signed:

Chief Executive Officer Name:

Kathleen F. Burke, Chancellor

CEO Signature:

Date Signed:

Electronic Cert Date:

District Contact Person

Name:

Kim McCord

Title:

Executive Director, Fiscal Svcs/Cd

Telephone:

Use format 999-555-1212

949-582-4661

Fax:

Use format 999-555-1212

949-347-0390

E-Mail:

kmccord@socccd.edu

Certify This Quarter

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:

Christine Atalig (916)327-5772 catalig@ccccc.edu or Tracy Britten (916)324-9794 tbritten@ccccc.edu

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CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-31 IQ

[VIEW QUARTERLY DATA](#)

CHANGE THE PERIOD 

Fiscal Year: 2019-2020

District: (890) SOUTH ORANGE

Quarter Ended: (Q2) Dec 31, 2019

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2016-17	Actual 2017-18	Actual 2018-19	Projected 2019-2020
Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	247,386,136	264,707,731	284,299,584	286,838,636
A.2	Other Financing Sources (Object 8900)	4,835,415	3,953,307	6,348,762	8,981,000
A.3	Total Unrestricted Revenue (A.1 + A.2)	252,221,551	268,661,038	290,648,346	295,819,636
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	189,573,456	195,156,187	198,914,613	223,331,666
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	57,374,918	68,226,257	75,442,806	91,820,687
B.3	Total Unrestricted Expenditures (B.1 + B.2)	246,948,374	263,382,444	274,357,419	315,152,353
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	5,273,177	5,278,594	16,290,927	-19,332,717
D.	Fund Balance, Beginning	50,616,800	55,889,977	61,168,571	77,459,498
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	50,616,800	55,889,977	61,168,571	77,459,498
E.	Fund Balance, Ending (C. + D.2)	55,889,977	61,168,571	77,459,498	58,126,781
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	22.6%	23.2%	28.2%	18.4%

II. Annualized Attendance FTES: This data is being captured in CCFS-320 and is no longer required here.

G.1	Annualized FTES (excluding apprentice and non-resident)				
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2016-17	2017-18	2018-19	2019-2020
H.1	Cash, excluding borrowed funds		136,842,103	137,620,122	135,562,304
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	93,742,375	136,842,103	137,620,122	135,562,304

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	286,838,636	286,838,636	153,351,768	53.5%
I.2	Other Financing Sources (Object 8900)	8,981,000	8,981,000	2,502,974	27.9%
I.3	Total Unrestricted Revenue (I.1 + I.2)	295,819,636	295,819,636	155,854,742	52.7%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	223,331,666	223,331,666	92,397,620	41.4%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	91,820,687	91,820,687	6,519,721	7.1%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	315,152,353	315,152,353	98,917,341	31.4%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-19,332,717	-19,332,717	56,937,401	
L	Adjusted Fund Balance, Beginning	77,459,498	77,459,498	77,459,948	
L.1	Fund Balance, Ending (C. + L.2)	58,126,781	58,126,781	134,397,349	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	18.4%	18.4%		

V. Has the district settled any employee contracts during this quarter? **YES**

If yes, complete the following: *(If multi-year settlement, provide information for all years covered.)*

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2: 2019-20			129,920	0.28%	221,673	0.7%		
Year 3: 2020-21			103,846	0.26%	20,251	0.26%		
b. BENEFITS:								
Year 1:								
Year 2: 2019-20			25,919	0.28%	44,224	0.7%		
Year 3: 2020-21			16,396	0.26%	3,797	0.26%		

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

The increases, resulting from Faculty Association negotiations costing new COLA 19-20 & 20-21, are funded from property taxes, 8811 - 8813.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**
This year? **NO**
Next year?

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Reports from Administration and Governance Groups

ACTION: None

Reports by the following individuals and groups may be written and submitted through the docket process prior to distribution of the Board agenda packet.

Chancellor and College Presidents written reports are included for information.

Speakers are limited up to two minutes each.

Saddleback College Academic Senate
Faculty Association
Irvine Valley College Academic Senate
Vice Chancellor, Technology & Learning Services
Vice Chancellor, Human Resources
Vice Chancellor, Business Services
Irvine Valley College Classified Senate
California School Employees Association
Saddleback College Classified Senate
Police Officers' Association



DATE: February 10, 2020
TO: Members of the Board of Trustees
FROM: Chancellor Kathleen F. Burke, Ed.D.
SUBJECT: District Services Report for February 24, 2020 Board of Trustees Meeting

Go Red for Women – Red Dress Day 2020



The first Friday of February is designated by the awareness campaign, Heart Truth, as National Wear **Red Day**® in the United States. On this day, men and women are encouraged to wear red as a symbol of their support of women's heart health. I asked district employees to join me on Friday, February 7, to participate in Red Day by wearing red attire and enjoying healthy snacks. Also, provided by my office, were helpful handouts about heart health from the American Heart Association. Many thanks to Trustee Barbara Jay and all employees for joining in on the fun and festive awareness activity.

Orange County Business Council - Board Installation



On Thursday, February 6, I was honored to be installed as one of the newest board members for the Orange County Business Council (OCBC). As you know, OCBC is one of the most influential voices for business, industry, infrastructure, and workforce development in Orange County. During the evening of the installation, attendees also had an opportunity to celebrate the 25th anniversary of OCBC, and through their annual report, we learned of the many accomplishments and plans of the future for the prestigious local organization. My service on the board will not only help

elevate SOCCCD in the business community, but will also help involve our district in more regional discussions about housing, innovation, and jobs of the future. I am thankful to all staff and board members who also attended the event.

CCLC Legislative Visits



During the last weekend in January, I attended, along with members of the board, college and district staff – the Community College League of California's annual Legislative Conference. In conjunction with the conference, were scheduled meetings with our local delegation of Assembly Members and State Senators. With them we discussed, SOCCCD's legislative priorities in addition to potential legislative concerns related to capital outlay funding and hospital placements of nursing students. The visits were productive and helped set the tone for legislative activity and advocacy efforts throughout the year. Our visits also helped begin conversations on how we can partner with local legislators on bills that will benefit our students and community.



TO: Kathleen F. Burke, Chancellor, and Members of the Board of Trustees

FROM: Cindy Vyskocil, EdD, Acting President

DATE: February 12, 2020

SUBJECT: **President's Report for the February 24, 2020 Board of Trustees Meeting**

Student Success

Speech and Debate Team Takes Rare Quadruple Gold for the Second Time in the 2019 Fall Semester



The Speech and Debate Team wrapped up the fall semester with two of its best tournaments. On November 23-24, they competed in the Griffin Invitational Speech Tournament at Grossmont College. Students Nidhi Satyadev, Eilidh Stalker, and Jade Bolton each took home the gold in individual debate, with Satyadev and Stalker each receiving gold in team debate as well. The team went on to win the rare quadruple gold for the second time last semester during the Pacific Southwest Collegiate Forensics

Association Fall Championship Tournament, held at Moorpark College from December 6-8. In addition, students Sarah Wilson, Sam Greenberg, and Nidhi Satyadev were awarded the gold in individual debate and Mira Ogawa and Sarah Wilson brought home the gold in team debate. Congratulations to the entire Speech and Debate Team!

Music Department

27th Annual Music Scholarships Benefit Concert Held

On January 31, the Music Department hosted the 27th Annual Music Scholarships Benefit Concert. The concert featured performances by 2019 music scholarships recipients, including Dylan Bell, saxophone; Nathan Eskridge, double bass; Ricky Jones, euphonium; Christopher Morrison, guitar; Debra Pasquale, soprano; Matthew Prichard, clarinet; and Michael Salgado, tuba. Proceeds and donations from the concert benefited IVC Music Department scholarships and were matched by the IVC Foundation PROIVC Campaign.

Academic Senate

The Academic Senate Presents An Evening with Vijay Gupta

On February 21, violinist Vijay Gupta performed in the Performing Arts Center as part of the Distinguished Academic Lecture Series, hosted by the Academic Senate. Gupta is the founder of Street Symphony, a musical advocacy program that empowers citizen-musicians by engaging with communities experiencing extreme poverty, incarceration, and homelessness. He was named a MacArthur Fellow for "his dedication to bringing beauty, respite, and purpose to those all too often ignored by society while demonstrating the capacity of music to validate our shared humanity." In addition to being an acclaimed violinist, Gupta is a celebrated speaker, educator, and advocate who works as a consultant and guest lecturer with education, performances, and presentations across the US and Canada.

Classified Senate

Caring Campus Initiative



Since October 2019, the Classified Senate, in coordination with the Guided Pathways Initiative, has embarked on coaching sessions with the Institute for Evidence-Based Change (IEBC) Caring Campus initiative funded, through the Ascendium Education Group. The objective of Caring Campus is to increase student retention and success in community colleges by creating and cultivating caring campus environments through the intentional inclusion of all staff in student success efforts. T-shirts with a Caring Campus graphic, as depicted at left, will be distributed to those who complete training. Three

coaching sessions have been completed with IVC classified staff as of January 31, 2020; a fourth meeting with a staff presentation of recommendations for IVC administration will be held on March 27.

Student Life and Student Services



Students Enjoy Lunar New Year Celebration

On January 23, ELEVATE AAPI @ IVC celebrated the Lunar New Year and the Year of the Rat in the Student Services Quad. Attendees were able to enjoy free food and activities, and were treated to performances by the Gió Nam Múa Lân (Southern Wind Lion Dance) troupe. It was a wonderful way for the students to participate in bringing in the New Year and celebrate Chinese culture.

Cash for College

On February 19, the Financial Aid Office participated in Cash for College, a statewide event where students and families attended free workshops across the state to help them complete the Free Application for Federal Student Aid (FAFSA). Students who provided proof of their completed FAFSA were eligible to enter a drawing for a chance to win Apple AirPods. The event, which was open to the public, also provided an info booth where attendees were able to enjoy food, win prizes, and learn more about getting money for college.

Guided Pathways Update

Guided Pathways Committee to Attend Leadership Development Program

From February 27-29, Guided Pathways committee members will attend the Leading from the Middle Statewide Academy II: (Re)designing the Student Experience at the Kellogg West Conference Center in Pomona. Members of the committee include administrator DeeJay Santiago; counselors Angel Hernandez, Marianne Wolfe, and Breanna Wybaczynsky; faculty members Rick Boone and Rebecca Kaminsky; and staff member Ruben Guzman. Leading from the Middle is a leadership development program focused on developing and equipping middle leaders with the skills and strategies to advance lasting reform efforts at their respective colleges, with the goal to close achievement gaps for underrepresented students. This academy will utilize six factors students have identified as essential to their success: direction, focus, nurturing, feeling connected, engagement, and being valued. It will use them as a framework to explore how middle leaders can use the student experience as a powerful driver to advocate for and advance institutional transformation.

Honors Program

Honors Program Night Held in Performing Arts Center

On February 5, the Honors Program hosted Honors Night in the Performing Arts Center. Students and parents attended the event to learn about the benefits and admission requirements of the Honors Program. Speakers for this event included Kay Ryals, Honors Program Director; Michael Cassens, Professor of Psychology and Psi Beta Honor Society Advisor; Michelle Minkler, Honors Program Lead Counselor; Ted Wright, Director, UCI Campuswide Honors Collegium; Brennan Burnett, Associate Director, Transfer Evaluation, UCLA Undergraduate Admission; and Honors Program students.

Respectfully Submitted,



Cindy Vyskocil
Acting President



SADDLEBACK COLLEGE

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TO: Members of the Board of Trustees
Chancellor Kathleen F. Burke, Ed.D.

FROM: Dr. Elliot Stern, President

SUBJECT: Report for February 24, 2020 Board of Trustees Meeting

Need for Parking Improvements to be Addressed

This spring semester was the first time in many years that Saddleback had greater demand for parking than spots available, primarily during the first few days of class. This flip between capacity and demand are due to two simultaneous phenomena: Saddleback experienced an increase in the number of students enrolled at our college over last spring by 5%, and we just took more than 300 spots offline to create required staging areas for construction of the new Tennis Center and ATAS.

Given that the college continues to climb out of our credit-bearing enrollment slump, and that we will have ongoing construction projects during the school term for the next seven years, we plan to address this issue before fall, and for the long haul. The college is exploring several options at once, seeking to increase our capacity by 400 spots and decrease demand for the spots we have. These options include but are not limited to keeping the temporary lots and making them permanent over time, re-configuring lots to provide more spaces, promote the use of the new OCTA bus pass that will be free of charge to students, encourage students to bike to and from campus and install additional bike racks, convert underutilized land to temporary parking, lease parking at neighboring properties for the first two weeks of each semester, begin plans to build a parking structure, and reschedule some prime-time classes to other times of the day.

Non-academic barriers such as parking impair the ability of our students to succeed. The barriers that we create, however unwittingly, should be the ones we are most aggressive about removing.

Student Health Center to Expand Services Thanks to Mission Hospital Grant

A \$78,000 grant from Mission Hospital will allow the Student Health Center to hire an additional mental health psychiatrist or psychiatric nurse practitioner to serve Saddleback students, enabling the center to provide services on campus to address the complex mental health needs of students that aren't covered by health insurance or Medi-Cal. Dr. Jeanne Harris Caldwell and Dr. Lisa Schenitzki will implement the initiative that will ensure all of our students, from all backgrounds and life experiences, will have access to mental health support services.

The Student Health Center saw more than 12,000 students during the 2017-2018 year, of which more than 3,900 were seen for mental health reasons.

Student Equity and Special Programs Division Update

On February 6 the Student Equity Program participated in an Equity Summit at Saddleback College hosted by the Honors Program. Staff spoke of the history of Student Equity, its partnerships with various departments, and direct services to students. At the summit, Student Equity announced its partnership with CHIRLA – the Coalition of Humane Immigrant Rights. Through the SESP division, CHIRLA

will provide free legal services to undocumented students.

Of the identified 365 returning student veterans in spring 2020, 101 attained a cumulative GPA of over a 3.5 and a solid 28 had perfect 4.0 GPAs.

Fall 2019 performance data has arrived and student veterans in that term enrolled in 9.29 units and completed 8.21 units on average. That is an enrollment of 1.24 units higher than the general student (or 15.4% higher) and a completion of 1.01 more units than general students (14.1% higher).

Our full-time veterans counselor Kolin Williams was selected to serve as the Assembly District 73 Veteran of the Year by Assemblyman Bill Brough. Professor Williams' service in the U.S. Army preceded his attendance at Sierra College. He navigated the system to Sacramento State University and completed his Master's Degree in Vocational Rehabilitation. He has used this experience and training to not only serve and support the veterans and active duty personnel of south Orange County but also to be a leader in the field.

In partnership with the Saddleback College Foundation Office, the VETS Program was awarded \$50,000 by the Orange County Community Foundation to offer emergency grants to student veterans in financial need, allow for camaraderie building events for our military affiliated students, and pro bono legal services on campus with the Veterans Legal Institute (VLI).

Marketing Tagline Unveiled

The rollout of Saddleback College's new marketing tagline, "Welcome to Opportunity," began on January 30. The college worked with Interact Communications to develop the tagline, which was created after a three-month process in which Interact conducted qualitative research through focus groups and an online survey to identify the college's attributes, tested taglines with another set of focus groups, and used the research collected to develop a tagline that had logical and emotional meaning and would resonate with all of Saddleback's diverse audiences. The creative concept will be implemented in upcoming marketing efforts, including the CTE website and promotional campaign, summer and fall enrollment advertising campaigns, marketing of our online classes, and promotion of the Promise Program.

Global Business and the Jobs of the Future

ASG, the Saddleback Pre-Law Society, and the Saddleback chapter of AAUU hosted a forum on February 10 entitled "Global Business and the Jobs of the Future: Breaking Barriers and Building Bridges." Speakers included Ambassador Linda Thomas-Greenfield, Delaine Eastin, former CA State Superintendent of Public Instruction; Dave Min, expert on economic policy, and Tram Vo-Kumamoto, VP for Instruction at Saddleback College. Chancellor Kathleen Burke and President Elliot Stern both offered remarks.

Rose Parade Serves as Classroom for Entertainment and Theatre Technology Program Student

Each year Technical Director for Theatre Arts Mike McCormick is behind the scenes at the Rose Parade, working on the carpentry crew for KTLA. And each year one lucky student in our Entertainment and Theatre Technology program is chosen to work alongside Mike and the crew from late December through January 2. This year, Jac Brooks was chosen by the selection committee to be that student.

Mike commended Jac for demonstrating a strong work ethic throughout the prep and production, and noted that it was an opportunity for her to network with experienced crew members in the industry. She was even included in the closing credits of KTLA's broadcast of the parade!

Dr. Ariel Alexander Brings Her Commercial Music Expertise to Super Bowl Half-Time Show

Congratulations to Dr. Ariel Alexander, head of Saddleback's commercial music program and a professor of music production, commercial music ensemble, and history of rock, for her work in music preparation and transcription for the Super Bowl Half-Time show featuring Shakira and Jennifer Lopez.

This high profile accomplishment is another in a long list of recent work in commercial music that includes musical arranging/preparation/transcription for European MTV Awards, Netflix Rhythm and Flow, Soul Train Awards, The Masked Singer, and BET's Sunday Best and for Camila Cabello's latest recording for Apple Music.

Extended Learning Update

High School Equivalency Highlights - The growth and success of the HSE program was on full display this past January on the Saddleback College campus as we celebrated the graduation of 54 students at the HSE Scholar Award Graduation Ceremony. Over the past three years the program has helped prepare students for testing and has provided a testing center on campus for students to take the official state exams.

Out of our 54 recent graduates from the Fall 2019 semester, 36 have enrolled and are attending classes at Saddleback College in Spring 2020.

The HSE Voucher Program incentivized students to meet counselors to create an academic pathway and continue on to college. All those who continue taking classes at the college met with a counselor at least twice while in the HSE program. The HSE Voucher Program supported those students who met requirements and were ready to test by providing them free Hiseet testing at the college.

Occupational and Academic Skills for Independence and Success - We developed a Workforce Case Manager program which is a collaboration between Saddleback, NOCE, Goodwill, and Ralphs-Kroger. Our first student was identified and recommended by OASIS faculty and staff. The student was hired by Ralph's and has been successfully employed for nearly 3 months. We look forward to developing this program and help bridge more students with disabilities into jobs in the grocery store business.

Adult ESL – The program added two hybrid classes. Six AESL faculty are currently enrolled in the Online Educator Certificate program with Saddleback.

Community Education: Enrollments are strong and the program is onboarding more CUSD teachers for summer jump start programs at CUSD sites and to teach College for Kids classes, all of which contributes to strengthening our partnership with CUSD while providing more enrichment programs to young students in the District.

The state of California's Association of Community and Continuing Education (ACCE) recognized the success of Saddleback College Community Education's BASE program by asking Arron Searcy and Denise Ludes to present CE's unique and successful program at the annual conference in January 2020.

Coaches vs. Cancer Basketball Game

Saddleback College Athletics and the California Community College Basketball Coaches Association supported "Coaches vs. Cancer" with a great night of funding and awareness on Wednesday, February 19. A \$10 admission donation was accepted at the event. All proceeds went to the American Cancer Society.

One Book, One College - TED Talk and Writing Collective & Awards

The One Book, One College committee held its first event of the semester, a TED Talk on the theme of mental illness, on Tuesday, February 11. For the second year, the OB1C Committee is hosting the Writing Collective & Awards competition based on the themes presented in the book, *Educated*. Students, whether reading the book or not, are invited to participate in the writing collective. The committee is soliciting entries related to any issue, theme, or idea related to the book by Friday, March 13. All student entries will be entered into the Awards and the author of the chosen entry will receive a \$100 Friends of the Library Scholarship, be recognized at the Author Visit, happening on Wednesday, April 29, and will be published in the annual edition of the Wall Literary Journal.

Sustainability Update

The central utility plant has achieved an all-time record low in emissions. A series of air quality tests performed during the month of December showed that the emissions recorded were the lowest in the history of the central plant. Facilities, Maintenance, and Operations credits the success of the tests to scheduled maintenance and strict adherence to permit conditions.

Forensics Team Kicks Off Tournament Season

The 2020 speech season kicked off with four amazing tournament results. On the weekend of January 25 and 26th, Saddleback college's Kate Cohee took home 1st In open Impromptu speaking and 2nd place in Extemporaneous speaking. On February 8th and 9th, Saddleback once again took 1st in impromptu and 2nd in extemporaneous speaking. The team is preparing for the state and national tournaments in March and April.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'ES', is written above the printed name.

Elliot Stern
President