



Meeting of the Board of Trustees

March 25, 2019

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.***

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).)
 - 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, Vice Chancellor of Human Resources and Eloy Oakley Ortiz, Chancellor – California Community Colleges
 - B. Classified School Employees Association (CSEA)
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor of Human Resources
 - C. Police Officers Association (POA)
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor of Human Resources
- 1.5 Conference with Legal Counsel (Government Code Section 54956.9)
 - A. Anticipated Litigation (Government Code Section 54956.9(d)(2)
Significant exposure to litigation: 4 potential cases

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

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 up to two minutes each.***

3.0 REPORTS

3.1 Oral Reports: *Speakers are limited to up 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.

Foundation staff will provide a financial summary and summary of accomplishments for FY 2017-2018.

4.2 SOCCCD: State and Federal Legislative Priorities

Letitia Clark, District Director of Public Affairs and Government Relations, will present state and federal legislative priorities for the Board of Trustees to consider.

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 Regular Meeting held on February 25, 2019.

- 5.2 **SOCCCD: Proclamation**
Jack S. Roper, First SOCCCD Superintendent and Saddleback College President
- 5.3 **Saddleback College: Revised Curriculum for the 2019-20 Academic Year**
Approve the proposed curriculum changes for the 2019-20 academic years at Saddleback College.
- 5.4 **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.
- 5.5 **SOCCCD: 2020-2021 Academic Calendar**
Accept for review and study the proposed Academic Calendar for 2020-2021.
- 5.6 **Irvine Valley College: Curriculum Revisions for the 2019-2020 Academic Year**
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2019-2020 academic year, pursuant to Title 5, Section 53200 et seq.
- 5.7 **SOCCCD: Irvine Valley College, Notices of Completion, Various Projects**
Authorize filing the Notices of Completion at Irvine Valley College for the B300 Printmaking Studio & Art Gallery Refresh project to Otero Construction, Inc., for a final contract amount of \$75,137, the Life Sciences Building 1st Floor Seal Coat project to SD Remodeling, Inc., for a final contract amount of \$62,500 and the SSC VAV Reheat Repiping project to ACCO Engineered Systems, Inc., for a final contract amount of \$43,804.
- 5.8 **SOCCCD: Labor Compliance Services, TGS Enterprises, Inc. dba The Solis Group.**
Approve the Labor Compliance Services agreement with TGS Enterprises, Inc. dba The Solis Group, from April 1, 2019 to March 31, 2024.
- 5.9 **SOCCCD: Student Out of State Travel.**
Approve the college student out of state travel for the participants, dates, locations and costs.
- 5.10 **SOCCCD: Transfer of Budget Appropriations.**
Ratify the transfer of budget appropriations as listed.
- 5.11 **SOCCCD: Budget Amendment: Adopt Resolution No.19-07 to Amend FY 2018-2019 Adopted Budget.**
Adopt Resolution No. 19-07 to amend the Adopted Budget as listed.
- 5.12 **SOCCCD: Purchase Orders and Checks.**
Ratify the purchase orders and checks as listed.

- 5.13 **SOCCCD: Contracts.**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **SOCCCD: CCCT Board of Directors Election 2019**
Recommendation for SOCCCD board members to nominate up to seven candidates to the CCCT Board of Directors.
- 6.2 **SOCCCD: OCSBA Maureen DiMarco Award Nomination**
Recommendation for SOCCCD board members to nominate Robert Flournoy, IVC classified employee, for the Maureen DiMarco Award and approve the nomination for transmittal to Orange County Department of Education.
- 6.3 **SOCCCD: OCSBA Board of Directors Interest Form**
Approve possible trustee nomination(s) for transmittal to OCSBA.
- 6.4 **SOCCCD: Request to Change Local District Election System**
Adopt Resolution initiating process of establishing Elections by-Trustee Areas.
- 6.5 **SOCCCD: Saddleback College Community Education, Emeritus Institute, and K-12 Partnerships Facility Use Agreement with Saddleback Valley Unified School District (SVUSD).**
Approve the Facility Use Agreement with the Saddleback Valley Unified School District for a five-year total of \$609,000 for facilities use from July 1, 2018 through June 30, 2023.
- 6.6 **SOCCCD: Authorize the Purchase of Furniture at Saddleback College, National Office Furniture, Inc.**
Approve the use of California Multiple Award Schedule Contract No. 4-11-71-0119A, Supplement No. 7 as awarded to National Office Furniture, Inc. for the purchase of furniture.
- 6.7 **SOCCCD: Authorize the Purchase of Identification Card Printing Equipment, Software, Cards, Integrations Services, and Related Supplies from Card Integrators Corporation.**
Approve the use of California Multiple Award Schedule Contract No. 3-09-67-0016A, Supplement No. 1 as awarded to Card Integrators Corporation for the purchase of identification card printing equipment, software, integrations services, cards, and related supplies.
- 6.8 **SOCCCD: Retiree OPEB Trust Actuarial Report and Recommended Funding.**
Accept Nyhart Company's 2019 actuarial report and allocate \$659,154 to fund the actuarial accrued liability and \$5,039,664 to fund the normal cost for FY

2019-2020.

- 6.9 **SOCCCD: Board Policy Revision: BP-146 Chancellor Succession, BP-1500 Naming of College Facilities, BP-1900 Alcoholic Beverages, BP-3007 Cash Handling, BP-3101 Budget Management, BP-3101.5 (now 3103) Fiscal Management, BP-3102 Investment Policy, BP-3104 Fiscally Accountable, BP-3300 Gifts, Donations and Bequests, BP-3451 Safety and Health, BP-3520 Refreshments and Meals at District Functions, BP-3811 College Bookstores, BP-4006 Communicable Diseases Assessment, BP-4007 Health Examinations.**

Accept for review and study board policies as listed.

- 6.10 **SOCCCD: Board Policy Revision: BP-112 Duties and Responsibilities of the Board of Trustees, BP-118 Committees of the Board, BP-122 Closed Sessions, BP-124 Special and Emergency Meetings, BP-136 Minutes of the Board of Trustees, BP-138 Recording of Board of Trustee Meetings, BP-152 Presentation of Initial Collective Bargaining Proposals, BP-180 Respectful Interactions and Collaboration.**

Approve board policies as listed.

- 6.11 **SOCCCD: Academic Employee and Classified Administrator Personnel Actions – Regular Items**

Ratify New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non General Fund, Resignation/Retirement/Conclusion of Employment, Reduced Workload Program with STRS Retirement.

- 6.12 **SOCCCD: Faculty Conversion to Canvas One – Time Stipends**

Ratify Additional Compensation: Canvas Conversion-General Fund.

- 6.13 **SOCCCD: Classified Personnel Actions – Regular Items**

Ratify New Personnel Appointments, Authorization to Establish and Announce (A) Classified Position(s), Reorganization/Reclassification, Authorization to Increase/Decrease Hours per Week and/or Months per Year on (A) Classified Position(s), Change of Status, Out of Class Assignments – For Positions that are Vacant During Recruitment for Permanent Appointments (Limited to 960 Hours per Fiscal Year), Resignation/Retirement/Conclusion of Employment.

- 6.14 **SOCCCD: Non-Bargaining Unit Personnel Action – Regular Items**

Ratify New Personnel Appointments, Volunteers.

7.0 REPORTS

- 7.1 **Saddleback College and Irvine Valley College: Speakers**

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

- 7.2 **SOCCCD: Staff Response to Public Comments from Previous**

Board Meeting

Staff response from District Services, Irvine Valley College and Saddleback College to a public comment made at the February 25, 2019 Board Meeting.

7.3 **SOCCCD: Facilities Plan Status Report.**

Report on the status of major capital projects.

7.4 **SOCCCD: Monthly Financial Status Report.**

The reports display the adopted budget, revised budget and transactions through February 28, 2019.

7.5 **SOCCCD: Retiree (OPEB) Trust Fund.**

Report for period ending January 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. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Vice Chancellor, Technology and Learning Services
- E. Vice Chancellor, Human Resources
- F. Vice Chancellor, Business Services
- G. Irvine Valley College Classified Senate
- H. California School Employees Association
- I. Saddleback College Classified Senate
- 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: Information/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 Steve Richardson, Interim Executive Director of Saddleback College Foundation will provide a financial summary and summary of accomplishments for FY 2017-2018 (EXHIBITS A and B).

Irvine Valley College Foundation

Saddleback College Foundation

Annual Foundation Report to the Board of Trustees

South Orange County Community College District

March 25, 2019

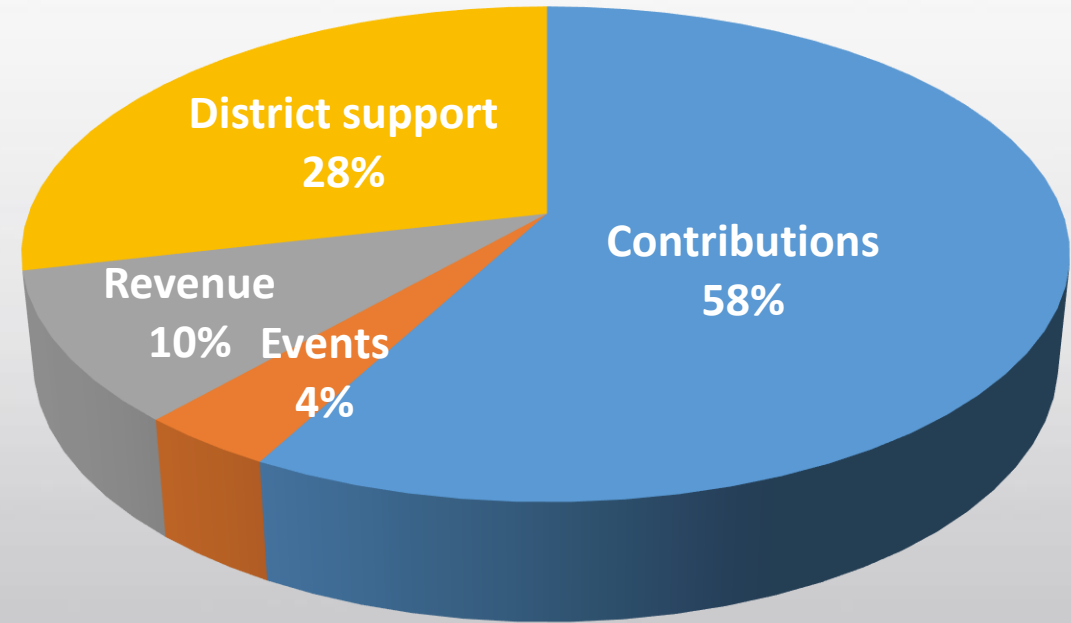
**Presenters: Elissa Oransky, Executive Director IVC Foundation
Steve Richardson, Interim Executive Director, Saddleback College Foundation**

2017-2018 Income

Support and Revenue

Contributions	\$1,237,094
Events	78,036*
Revenue	210,426
District support	612,558
Total	\$2,138,114

**Actual total raised at events was \$141,749. The number presented above was adjusted to account for the PRO IVC (matching fund) payout.*



Financial Position

Support and Revenue 2017-2018

Contributions	\$1,237,094
Events	78,036*
Revenue	210,426
District support	612,558
Total	\$2,138,114

Expenses 2017-2018

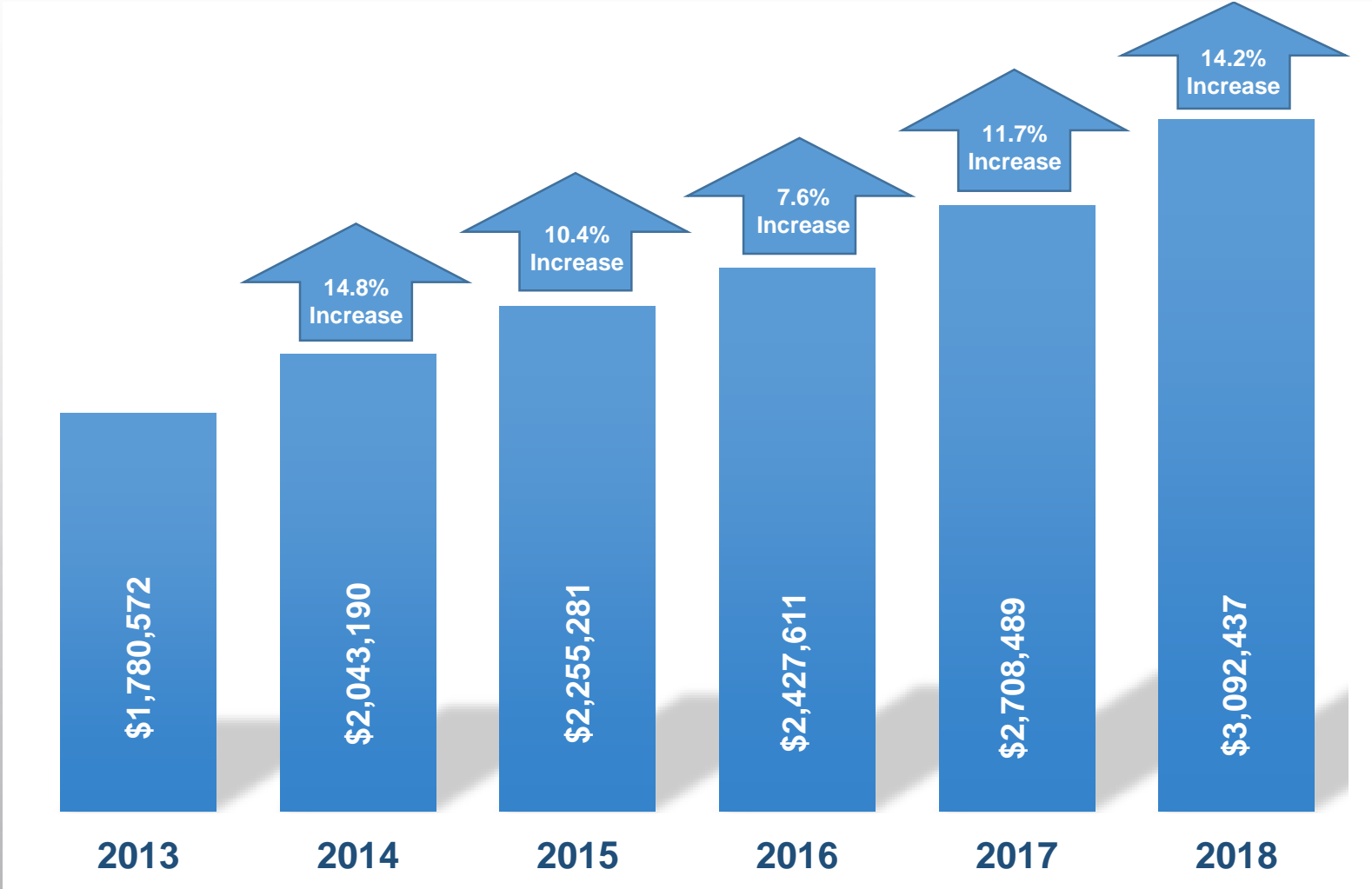
Program Services	\$1,447,176
Management & General	147,506
Fundraising	159,484
Total	\$1,754,166

Net Assets

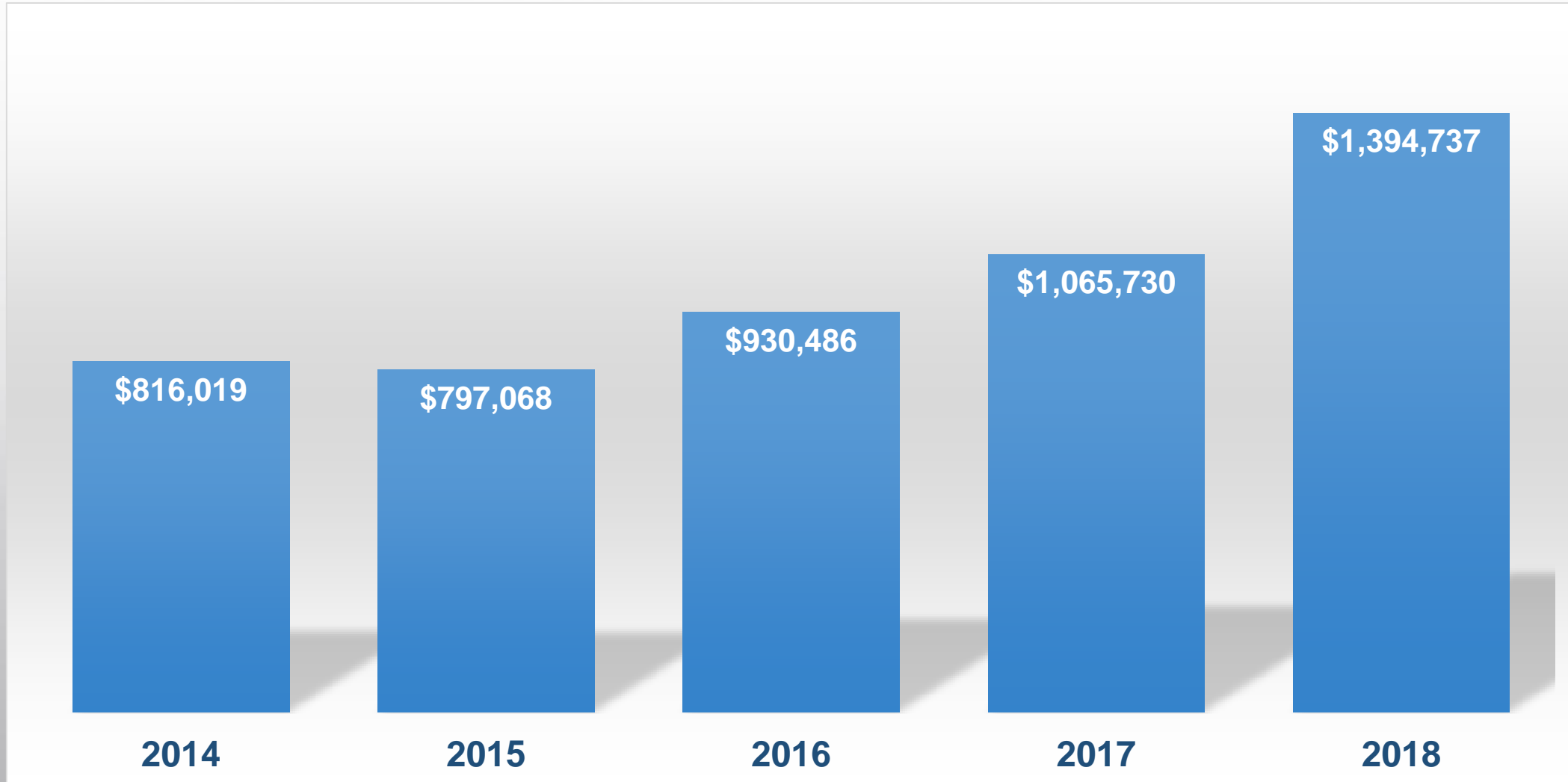
Beginning July 1, 2017	\$2,708,489
Ending June 30, 2018	3,092,437
Change in net assets	\$ 383,948

**Actual total raised at events was \$141,749. The number presented above was adjusted to account for the PRO IVC (matching fund) payout.*

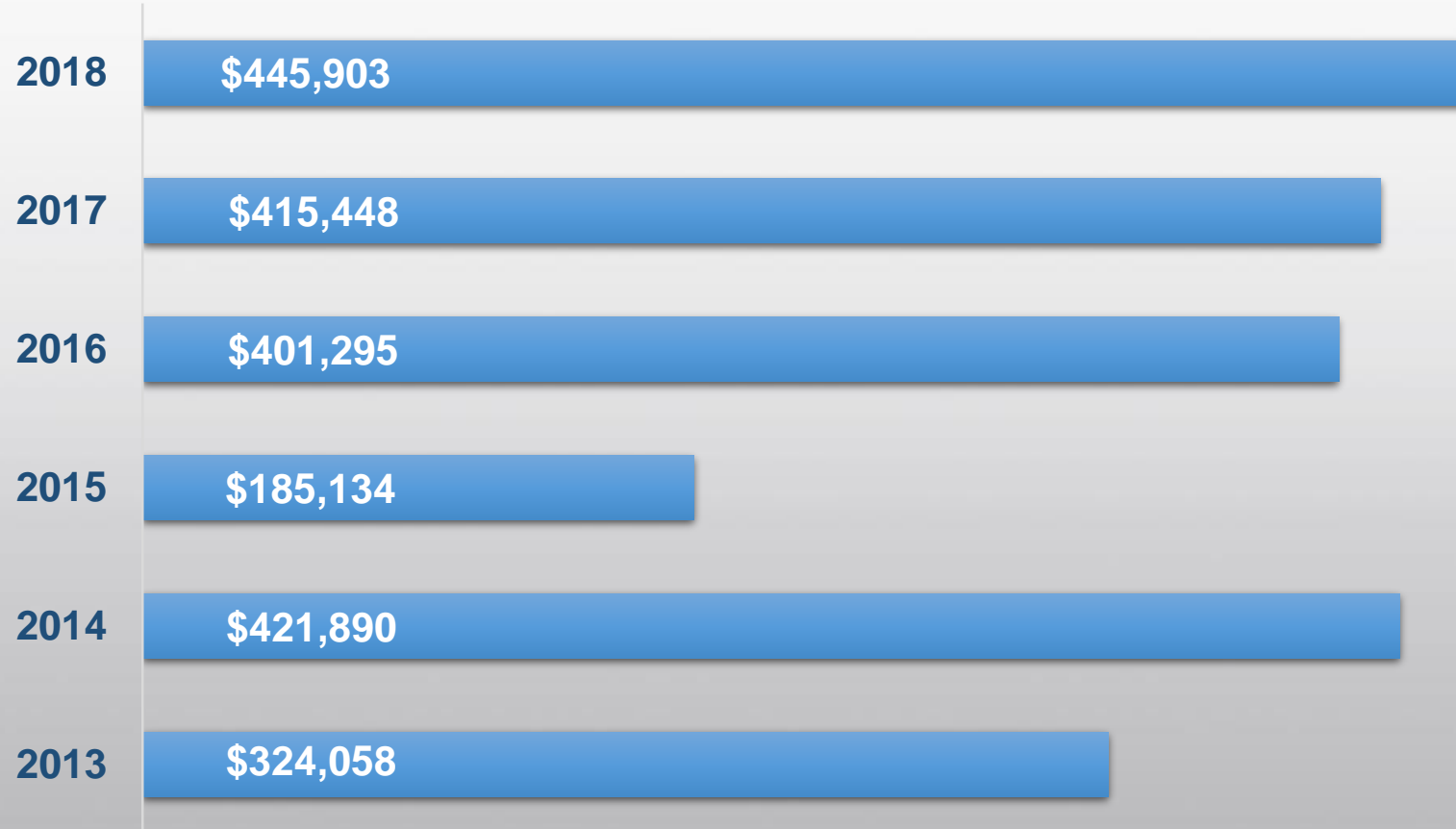
Foundation Net Assets



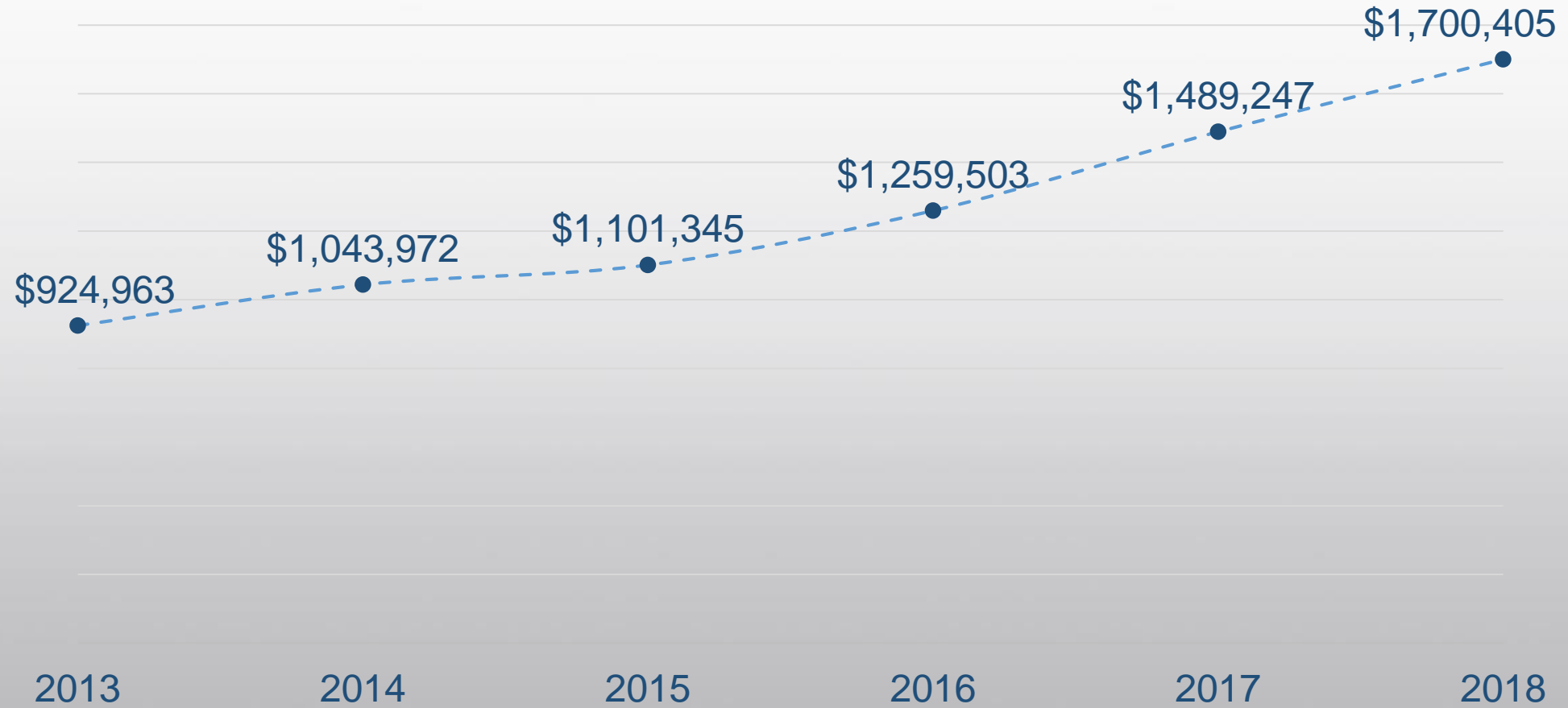
Dollars Raised



Scholarships



Endowments



Significant Accomplishments

- **New revenue**
 - **\$246,000 to name the Chris LC Lee Testing Center**
 - **\$55,000 to support the Veteran's Initiative**
 - **\$50,000 to establish the Maxwell Guardian Scholar Endowed Scholarship**
- **Increased foundation net assets 14.2% from \$2.71 M to \$3.09 M**
- **Established 3 new endowments**
- **Continued to increase participation of faculty, staff and administrators in foundation activities**
- **Increased Astounding Inventions sponsorship 20% from \$21,000 to \$25,250**
- **Increased the net from the Foundation Awards Dinner 112% from \$38,197 to \$80,835**

2017-2018 Benefits to the Foundation and the District

Foundation Donations to Departments and Co-Curricular Programs

Student Conferences	\$220,830
Athletics	24,724
Testing Center	192,557
Salaries	67,903
Early College	32,326
Supplies and Equipment	20,896
In-Kind contributions	15,814
Total	<u>\$575,050</u>

Other Added Benefits to the District from Foundation Efforts

- Ongoing student recruitment and retention benefits from scholarships issued to students
- Ongoing support provided to instructional programs, students programs and clubs
- Introduction of IVC to the community through Astounding Inventions which coordinated by the IVC Foundation team
- Over the course of the year volunteers donate approximately 700 hours of their time for a variety of activities. According to the annual study completed by the Independent Sector, an hour of a volunteer's time in California is valued at \$29.09 for a total value of \$20,363

“What I want each of you to take away from this evening is that you make life possible for people like me. You enabled a former drug addict and prisoner to change course and while I love being a student, I cannot wait to join you as a contributor. My success is a direct result of your generous gifts. I would not be here without you.”

-Dawn Murphy, IVC Alumna



SADDLEBACK COLLEGE FOUNDATION

Annual Foundation Report to the Board of Trustees

South Orange County Community College District

March 25, 2019

Steve Richardson, Interim Executive Director

Saddleback College Foundation

Anthony Ferry, President

Saddleback College Foundation Board of Directors

SIGNIFICANT ACCOMPLISHMENTS

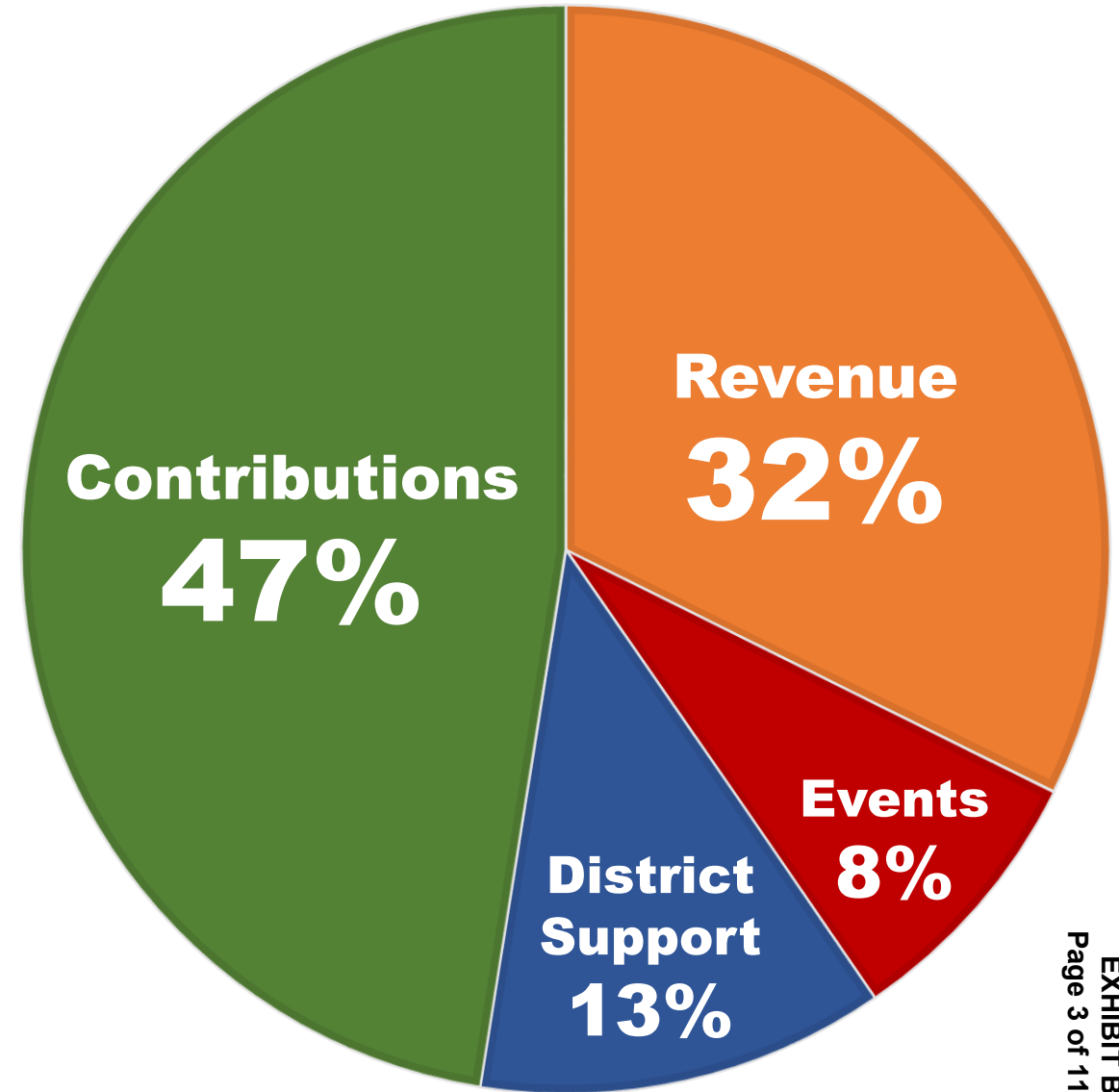
- **\$143,000 in Grants**
 - **\$55,000 – OCCF Veteran’s Initiative**
 - **\$30,000 – Film Production Grant**
 - **\$25,000 – Edison International: STEM Success**
 - **\$23,000 – Bull Nursing Grant**
 - **\$10,000 – Bank of America Grant**
- **\$2.1 million – 33% Increase in Dollars Raised**
- **\$10.5 million – 8.7% Increase in Net Assets**
- **\$69,100 for 4 new endowments**
- **\$514,000 Scholarships – 24% Increase in Dollars**
- **\$630,000 Bequest**

2017-2018 INCOME (Audited)

Support & Revenue

Contributions	\$ 1,565,775
Revenue	1,048,639
Events	252,226
District Support	<u>440,473</u>

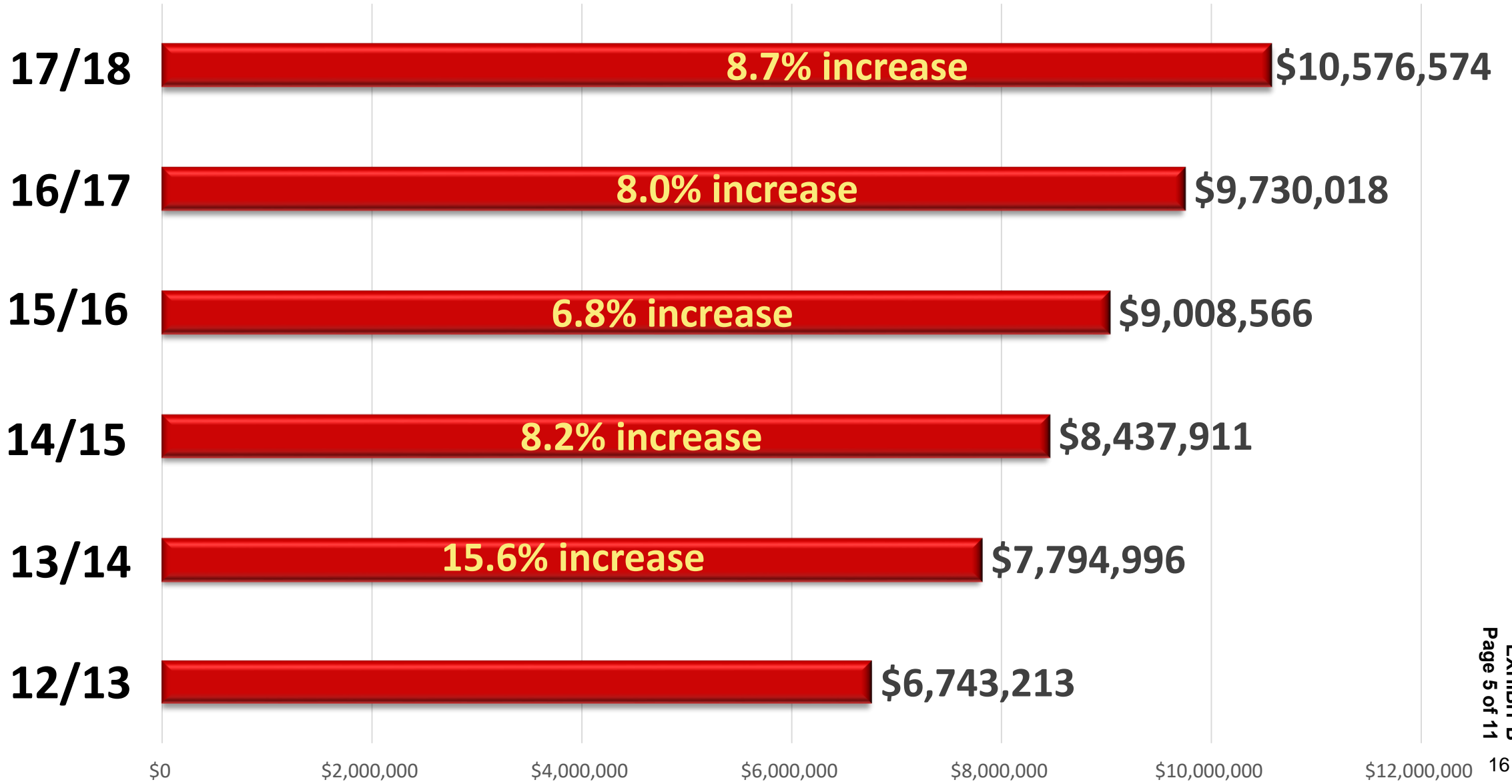
Total **\$ 3,307,113**



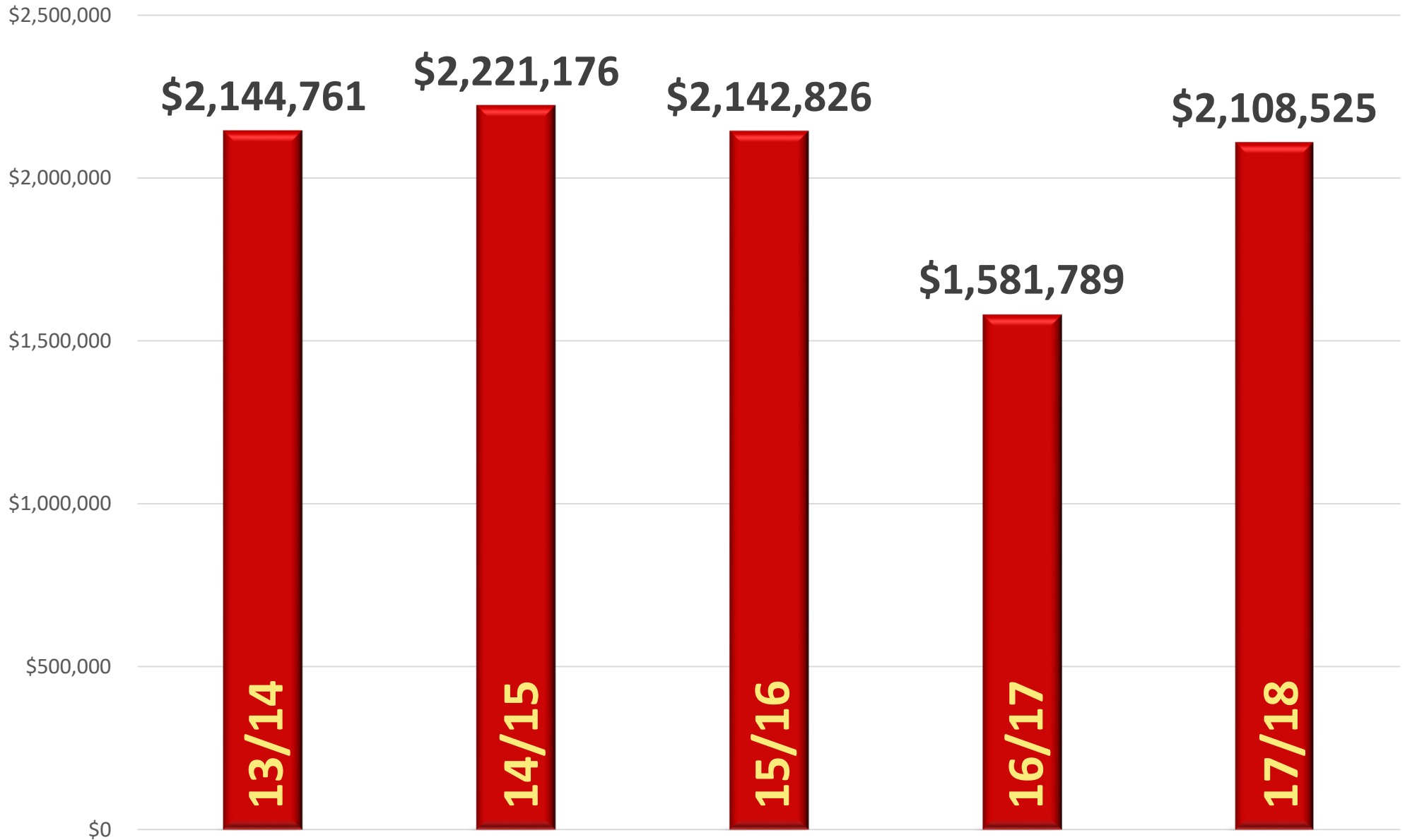
FINANCIAL POSITION (Audited)

SUPPORT & REVENUE	Contributions	\$ 1,565,775
	Revenue	1,048,639
	Events	252,226
	<u>District Support</u>	<u>440,473</u>
	Total Support & Revenue	\$ 3,307,113
EXPENSES	Program Services	\$ 1,901,689
	Management & General	223,912
	<u>Fundraising</u>	<u>334,956</u>
	Total	\$ 2,460,557
	NET ASSETS	Beginning July 1, 2017
<u>Ending June 30, 2018</u>		<u>10,576,574</u>
Change in Net Assets		\$ 846,556

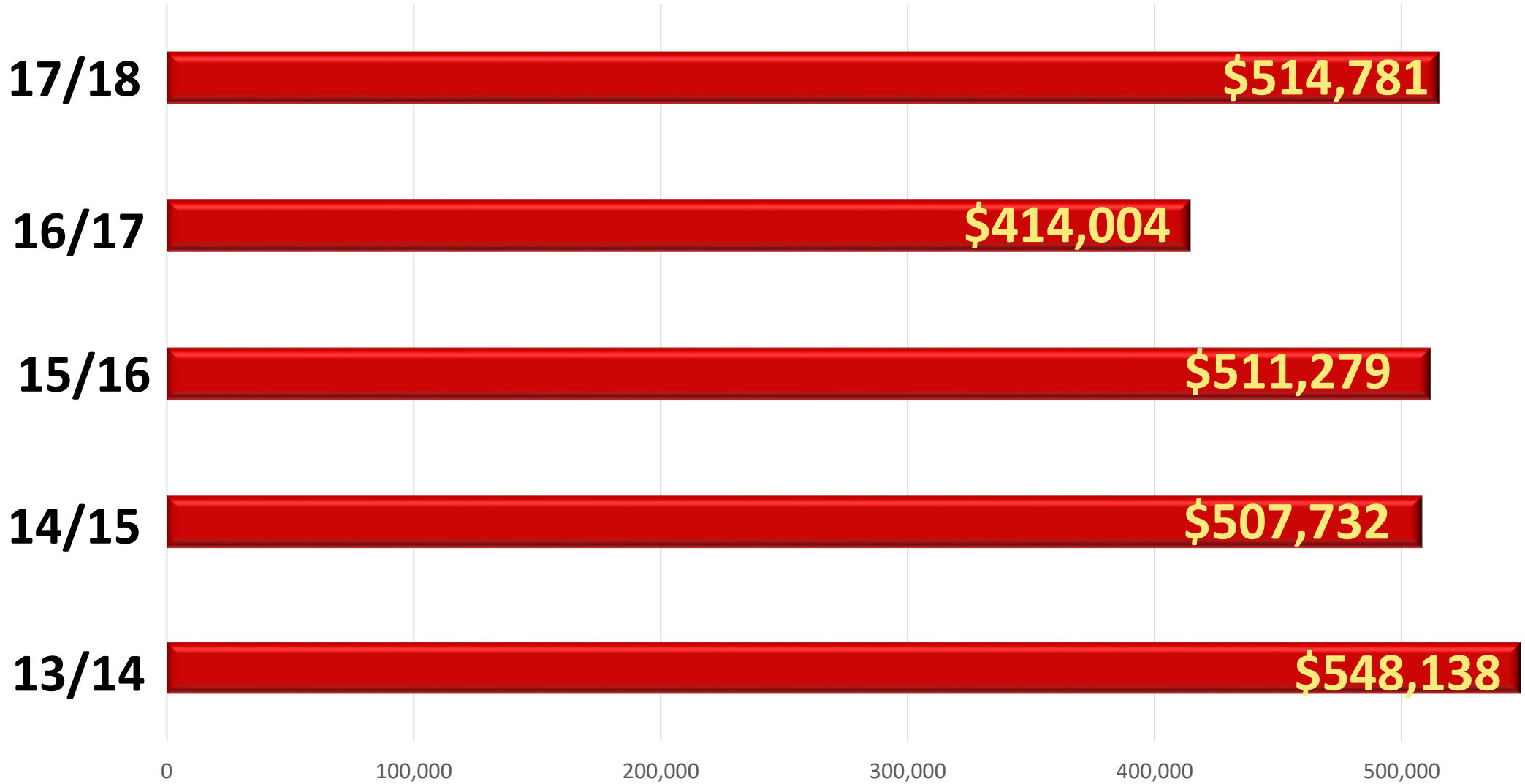
NET ASSETS (Audited)



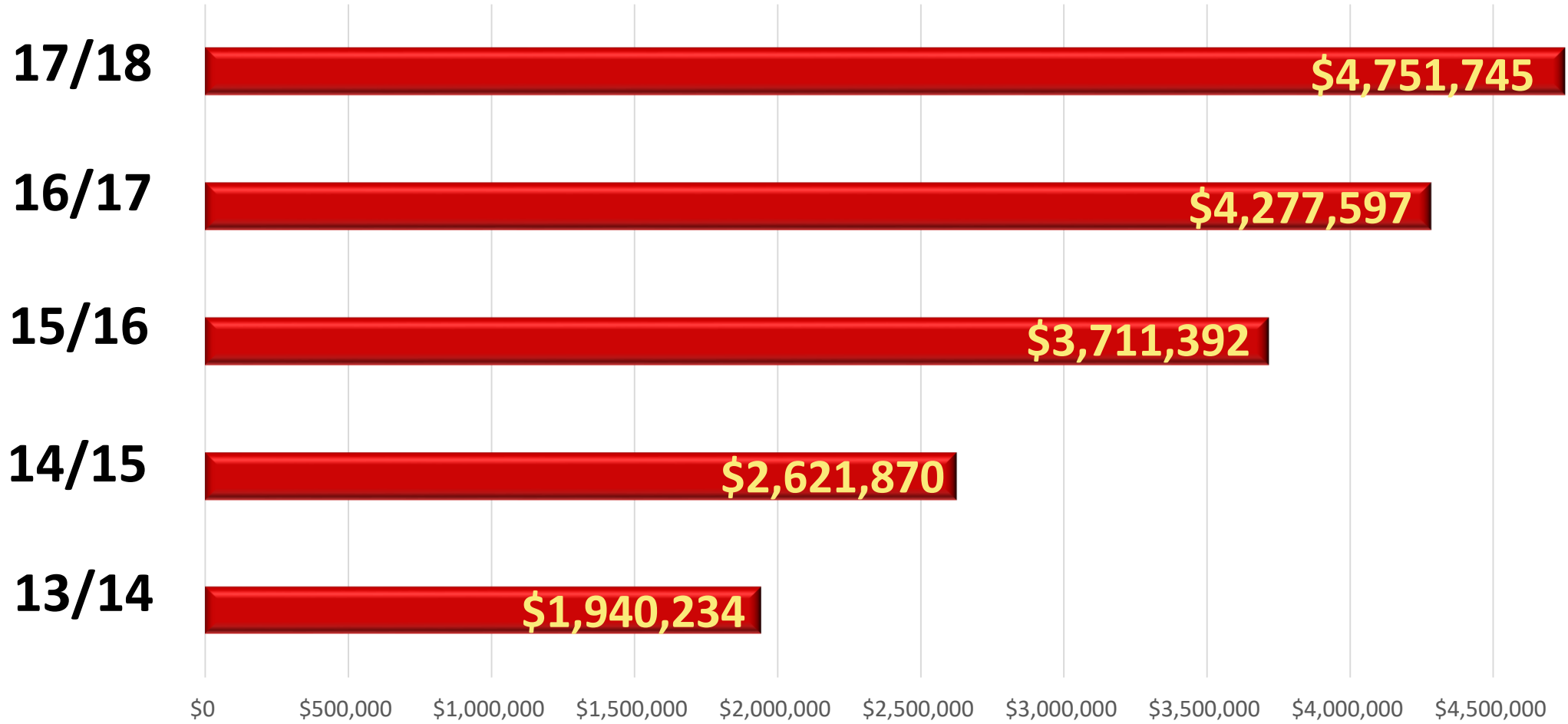
DOLLARS RAISED (Audited)



SCHOLARSHIPS



ENDOWMENTS (Audited)



2017-2018 BENEFITS TO THE COLLEGE AND DISTRICT

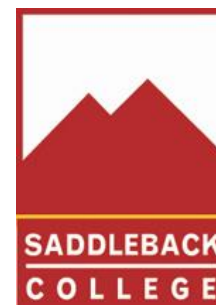
Foundation-Supported Salaries	\$ 517,322
Scholarships	514,781
In-Kind Donations	51,607
Contract Services	149,339
Special Events	219,937
Program Support	301,717
Other Support	<u>142,957</u>
Total	\$ 1,897,660



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: State and Federal Legislative Priorities

ACTION: Discussion/Presentation

BACKGROUND

The South Orange County Community College District Office of Public Affairs and Government Relations seeks to support legislation beneficial to the District and its two colleges—Irvine Valley College and Saddleback College. Through coordinated efforts with Capitol Advocacy Partners and Strategic Education Services, the District can broadly identify several state and federal legislative priorities to focus our advocacy efforts in 2019. Setting priorities will not only focus our efforts, but will allow the District to support or oppose individual pieces of legislation expediently, based on timeline variables of bills during session. Draft priorities will be presented based on expressed interest of the Board of Trustees, the legislative agenda of the CCLC, and subject areas that greatly impact the colleges or district.

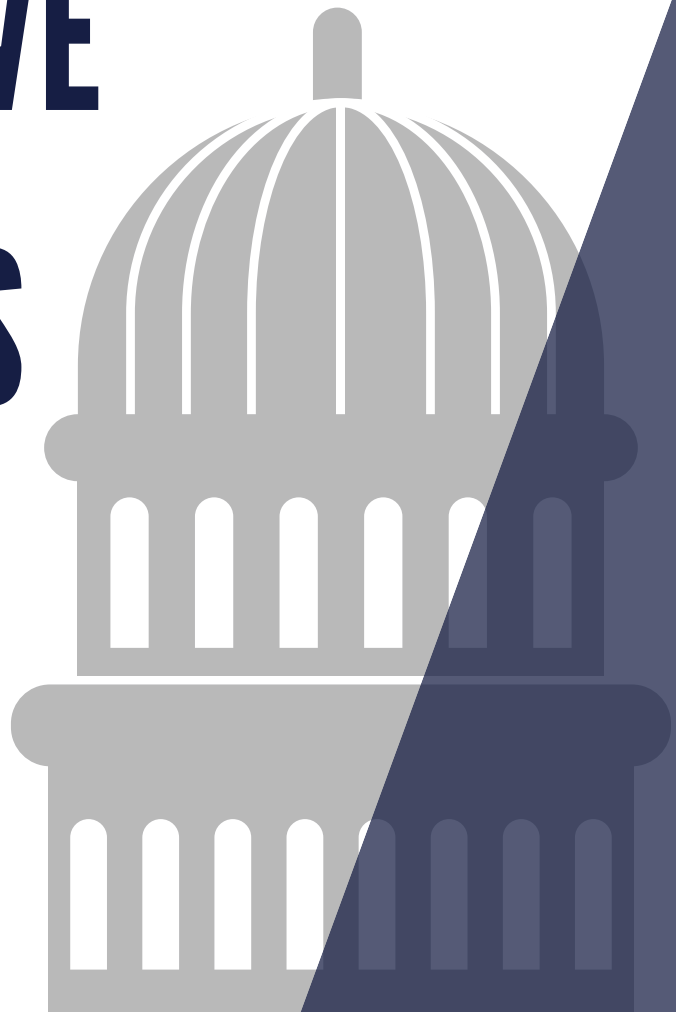
STATUS

Letitia Clark, District Director of Public Affairs and Government Relations, will present state and federal legislative priorities for the Board of Trustee to consider. A draft document entailing district information, legislative delegation information, issue background, and legislative goals will be provided for review (Exhibit A). The document, if approved, could serve as a helpful handout to trustees or to staff, faculty, or students who plan to meet with legislators in Sacramento, CA or Washington D.C. this year.

**SOUTH ORANGE COUNTY
COMMUNITY COLLEGE
DISTRICT**

**LEGISLATIVE
PRIORITIES
2019**

Focused State Advocacy Efforts



**DISTRICT OFFICE OF
PUBLIC AFFAIRS AND
GOVERNMENT
RELATIONS**

ABOUT SOCCCD

South Orange County Community College District



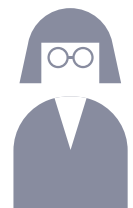
South Orange County Community College District encompasses 382 square miles in south Orange County serving over 909,000 residents in 26 communities. We know that higher education is directly linked to quality of life and economic vitality. We have helped generations of families achieve their educational and career goals since 1967.

Distinguished faculty from Saddleback College and Irvine Valley College provide students with rigorous academic classes to prepare them for transfer to four-year colleges and universities, basic skills attainment, or career technical training. Our newest campus, the Advanced Technology & Education Park (ATEP), opened in 2007 and offers courses from our two colleges with a focus on workforce development and career technical skills. Emeritus Institutes and community education programs at our colleges offer lifelong learning opportunities for community members of all ages.

**TOTAL STUDENT
HEADCOUNT
=43,000**



**TOTAL FACULTY
& STAFF
=2,929**



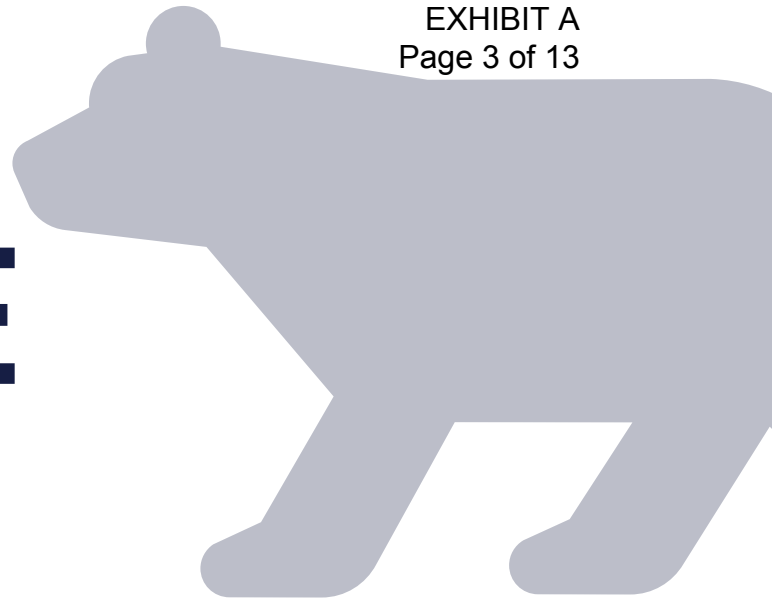
**DEGREES &
CERTIFICATES
OFFERED
=406**



**ECONOMIC IMPACT
TO LOCAL
COMMUNITY
= \$1.3 BILLION**



STATE LEGISLATIVE DELEGATION



California State Assembly

Assembly Member Steven Choi (AD-68)

Sacramento Office - State Capitol, Suite 2016, Sacramento, CA 94249 | Phone (916) 319-2068

District Office - 3240 El Camino Real, Suite 110, Irvine, CA 92602 | Phone (714) 665-6868

Assembly Member William P. Brough (AD-73)

Sacramento Office - State Capitol, Suite #3141, Sacramento, CA 94249 | Phone (916) 319-2073

District Office - 29122 Rancho Viejo Road, Suite 111, San Juan Capistrano, CA 92675 | Phone (949) 347-7301

Assembly Member Cottie Petrie-Norris (AD-74)

Sacramento Office - State Capitol, Sacramento, CA 95814 | Phone (916) 319-2074

District Office - 19712 MacArthur Boulevard, Suite 150 Irvine, CA 92612 | Phone (949) 251-0074

California State Senate

Senator Patricia Bates (SD-36)

Sacramento Office - State Capitol, Room 3048, Sacramento, California 95814 | Phone (916) 651-4036

Orange County Office - 24031 El Toro Road, Suite 201A Laguna Hills, California 92653 | Phone (949) 598-5850

San Diego Office - 169 Saxony Road, Suite 103, Encinitas, California 92024 | Phone (760) 642-0809

Senator John Moorlach (SD-37)

State Capitol, Room 2048, Sacramento, CA 95814 | Phone (916) 651-4037

District Office - 29122 Rancho Viejo Road, Suite 111, San Juan Capistrano, CA 92675 | Phone (949) 347-7301

STATE LEGISLATIVE

Priorities & Areas of Focus



Clinical Placements

The Saddleback College nursing program has experienced success for decades, making it now the #2 program in the State*. However, a recent challenge in securing clinical placements for nursing students, poses a threat to the long-term success of the nursing program for not only Saddleback College, but for nursing programs across the region. The invaluable opportunity for nursing students to gain hands-on experience with patients adds to the quality of education and continual success of students upon graduation. Competing nursing programs, combined with limited resources of local hospitals, has placed a strain on the availability of clinical placements, particularly for community college students.

Legislative Goals: To support legislation that addresses the clinical placement issue by encouraging consortiums of nursing programs and hospitals, funding for virtual simulation, and assessments to collect data around secured placements for public versus private/for-profit college students and those earning ADN's versus BSN's.

Financial Aid & College Affordability



As currently structured, Cal Grants continue to distribute less than 10 percent of its resources to California community college students despite the fact that community college students comprise two-thirds of the higher education population. The lack of adequate financial aid leads students to take fewer classes, extends their time to graduation, makes college in-affordable, and makes a degree substantially more difficult to obtain. To ensure a meaningful commitment to higher education access and success, California must make a greater investment in California Community College students.

Legislative Goals: Support legislation that allows community college students to access financial aid regardless of age, time out of high school, or prior academic history. Also support legislation that expands Cal Grants to cover a student's total cost of attendance. Finally, support legislation that continue to allow flexibility in the California College Promise Program so that colleges have the flexibility to meet the needs of their student populations.

* According to 2018 Washington Monthly College Ranking



College Facilities

In 2016, California voters approved a facilities bond providing a \$2 billion infrastructure investment in California's community colleges. The failure to fund all Board of Governors' approved and vetted facilities Quality Public Community Colleges for All Californians projects in the last two state budget cycles has resulted in an extensive backlog, and has substantially reduced the buying power of these voter-approved resources. This lack of action dismisses strong voter support for Proposition 51 and extensive facilities needs of \$42 billion over the next 10 years. The construction of the Saddleback College Gateway Project is dependent on this funding.

Legislative Goals: *To support the Governor's budget proposal which included the Saddleback College Gateway Project and to advocate for the continued inclusion of the Irvine Valley College Fine Arts Project in the May Revision of the Governor's Budget, but also for the inclusion of all 19 community college projects.*



Protect and Expand Dual Enrollment

All students deserve exposure to and the opportunity to pursue higher education. For first-generation students, participation in dual enrollment courses results in increased college-going rates and greater persistence in higher education. Key among the benefits of dual enrollment courses are: reduction of time to-degree completion, increase in college attainment, and the reduction of achievement gaps for underrepresented students. Dual enrollment also strengthens connections between high schools and colleges. Community colleges are committed to working with the Legislature and the Administration to maximize the benefits of dual enrollment and to remove the sunset on the College and Career Access Pathways (CCAP) Act.

Legislative Goals: *Support Assembly Bill 30 (Holden) to remove the sunset on college and career access pathways and streamline the process to develop dual enrollment partnerships.*



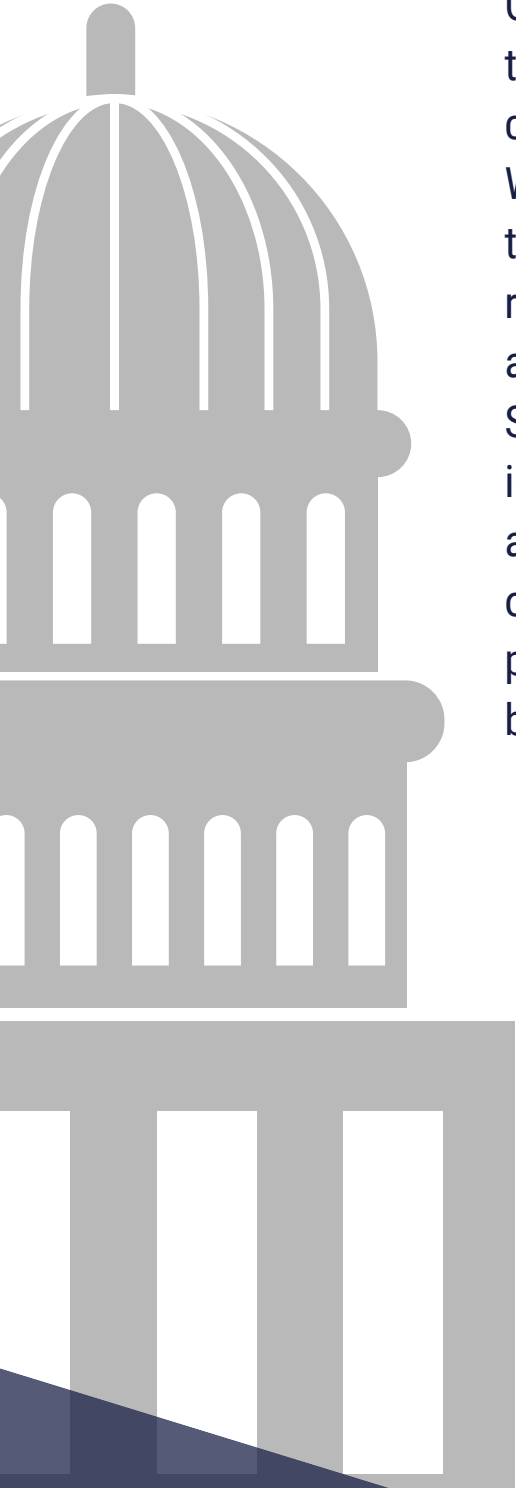
Addressing Non-Academic Barriers for Students

According to the #RealCollegeSurvey, administered this year, more than half of California Community College students face food insecurity and nearly 20 percent have faced homelessness. Districts and colleges across California are working to reduce student food insecurity and homelessness by creating more sustainable partnerships to address food and housing challenges faced by our students.

Legislative Goals: *Support legislation that removes legal barriers and red tape that colleges face in qualifying as CalFresh-approved vendors. Also, support Senate Bill 291, introduced by California Senator Connie Leyva to establish a financial aid package that would cover total cost of attendance, including costs for housing, transportation, and textbooks.*

ADVOCACY MATTERS

Your Voice In Sacramento



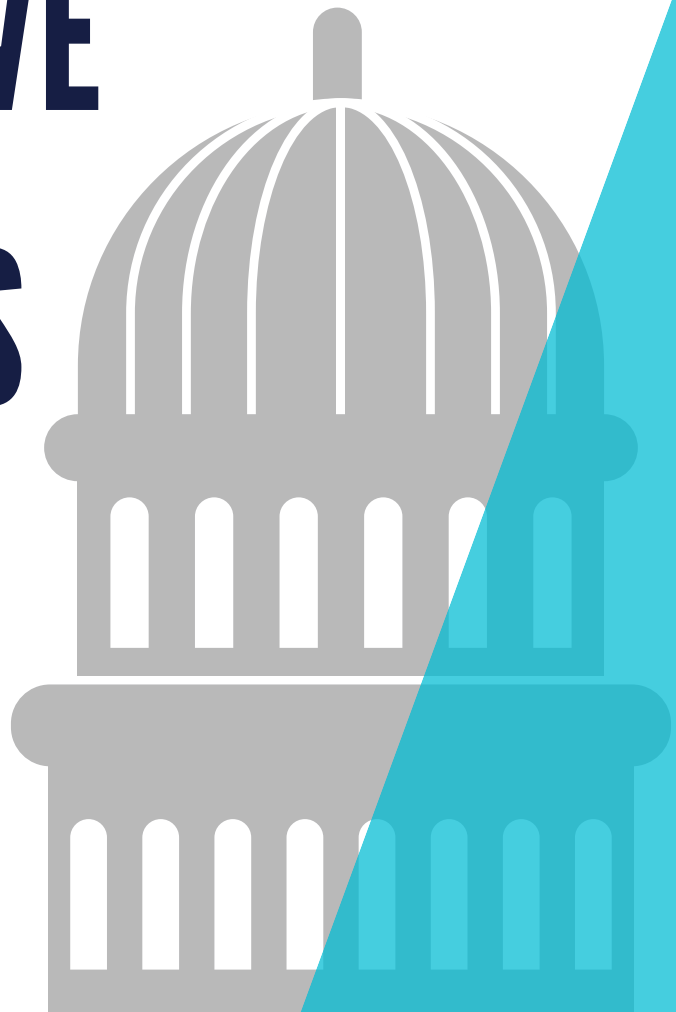
The South Orange County Community College District Office of Public Affairs and Government Relations seeks to support legislation beneficial to the District and its two colleges—Irvine Valley College and Saddleback College. We work to expand and maintain financial opportunities throughout the District, by fostering and sustaining relationships with elected officials, government agencies, and industry experts. Through coordinated efforts with Strategic Education Services (SES), the District has identified several state legislative priorities to focus our advocacy efforts in 2019. If you have questions or need more information about any of the outlined priorities, please view the contact information below or visit www.socccd.edu.

FOR MORE INFORMATION CONTACT:
LETITIA CLARK, MPP
DISTRICT DIRECTOR OF PUBLIC AFFAIRS
AND GOVERNMENT RELATIONS
949.582.4920
LCLARK31@SOCCCD.EDU
28000 MARGUERITE PKWY.
MISSION VIEJO, CA 92692

**SOUTH ORANGE COUNTY
COMMUNITY COLLEGE
DISTRICT**

**LEGISLATIVE
PRIORITIES
2019**

Focused Federal Advocacy Efforts



**DISTRICT OFFICE OF
PUBLIC AFFAIRS AND
GOVERNMENT
RELATIONS**

ABOUT SOCCCD

South Orange County Community College District



South Orange County Community College District encompasses 382 square miles in south Orange County serving over 909,000 residents in 26 communities. We know that higher education is directly linked to quality of life and economic vitality. We have helped generations of families achieve their educational and career goals since 1967.

Distinguished faculty from Saddleback College and Irvine Valley College provide students with rigorous academic classes to prepare them for transfer to four-year colleges and universities, basic skills attainment, or career technical training. Our newest campus, the Advanced Technology & Education Park (ATEP), opened in 2007 and offers courses from our two colleges with a focus on workforce development and career technical skills. Emeritus Institutes and community education programs at our colleges offer lifelong learning opportunities for community members of all ages.

**TOTAL STUDENT
HEADCOUNT
=43,000**



**TOTAL FACULTY
& STAFF
=2,929**



**DEGREES &
CERTIFICATES
OFFERED
=406**

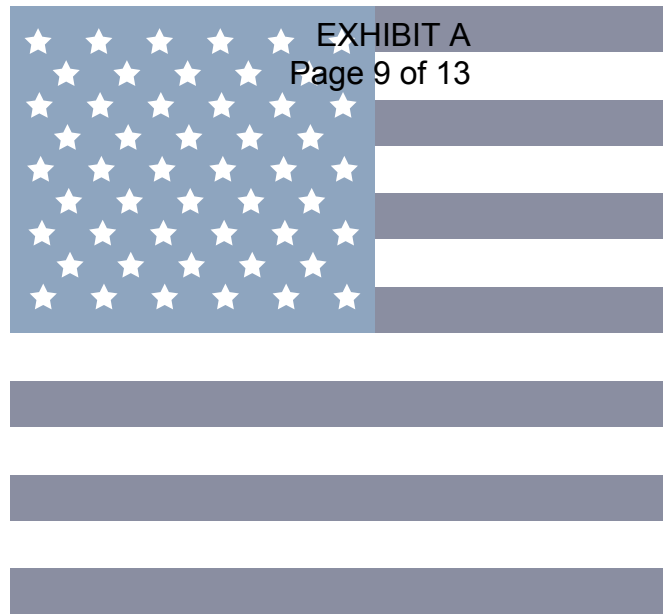


**ECONOMIC IMPACT
TO LOCAL
COMMUNITY
= \$1.3 BILLION**



* Numbers based on 2017/2018 District Data and Economic Impact Report produced by Emsi.

FEDERAL LEGISLATIVE DELEGATION



U.S. House of Representatives

Congresswoman Katie Porter (District 45)

Washington, D.C. Office - 1117 Longworth HOB, Washington, DC 20515 | Phone (202) 225-5611

District Office - 2151 Michelson Drive Suite 195, Irvine, CA 92612 | Phone (949) 668-6600

Congressman Harley Rouda (District 48)

Washington, D.C. Office - 2300 Rayburn HOB, Washington, DC 20515 | Phone (202) 225-2415

District Office - 4000 Westerly Place #270, Newport Beach, CA 92660 | Phone (714) 960-6483

Congressman Mike Levin (District 49)

Washington, D.C. Office - 1626 Longworth HOB, Washington, DC 20515 | Phone (202) 225-3906

District Office - 33282 Golden Lantern Suite 102, Dana Point, CA 92629 | Phone (949) 281-2449

U.S. Senate

Senator Dianne Feinstein

Washington, D.C. Office - 331 Hart Senate Office Bldg., Washington, D.C. 20510 | Phone (202) 224-3841

Los Angeles Office - 11111 Santa Monica Blvd. Suite 915, Los Angeles, CA 90025 | Phone (310) 914-7300

Senator Kamala Harris

Washington, D.C. Office - 112 Hart Senate Office Building, Washington, D.C. 20510 | Phone (202) 224 - 3553

Los Angeles Office - 11845 West Olympic Boulevard, Suite 1250W, Los Angeles, CA 90064 | Phone (310) 231 - 4494

FEDERAL LEGISLATIVE

Priorities & Areas of Focus



Deferred Action for Childhood Arrival (DACA)

Faculty and campus leaders support continuing protections for DACA participants, coupled with legislation establishing a pathway to citizenship. Of the 223,000 DACA participants in California (out of 800,000 nationally), approximately 72,000 are enrolled in one of the CCC institutions. In addition to its social and humanitarian imperatives, DACA has vast economic benefits for our country. A study by CATO Institute notes that the elimination of DACA would cost the federal government \$60 billion in tax revenues, with the overall economy likely to shrink by \$215 billion.

Legislative Goals: Urge Congress to pass comprehensive immigration reform that. At a minimum would accomplish the following:

- Codify DACA protections into law.
- Provide a permanent path to citizenship for DACA students.
- Provide eligibility for Title IV grant aid, including Pell Grants and Work-Study.



Workforce for 21st Century

Targeted investments in workforce education are key to increasing the nation's economic competitiveness. CCC institutions are well-positioned to work with the federal government to prepare a skilled workforce that meets the needs of a changing job market. Through a continued partnership with the federal government, California Community Colleges will help provide the career education necessary to build economic growth in the 21st Century.

Legislative Goals: Recommend increased funding for the following programs. A Workforce for the 21st Century Perkins Act Grants help both high school and community colleges offer career technical education courses and incentivize the two systems to build strong partnerships. Workforce, Innovation and Opportunity Act programs provide vital funding for job training to dislocated workers, low-income adults and at-risk youth.



Higher Education Act Reauthorization

The success of the California Community Colleges is dependent on continuing our strong partnership with the federal government. In approaching the Higher Education Act reauthorization we must work with our federal representatives to ensure certain priorities exist through the reauthorization process.

Legislative Goals: Encourage Congress to consider the following priorities and principles:

- Keep College Affordable
- Maintain Protections and Simplify Processes
- Simplify Financial Aid
- Ensure Effective Oversight
- Expand Access to Student-Level Data



Veterans Affairs

It is important that California Community Colleges continue to support student Veterans as they pursue higher education and career goals. Veterans interact with multiple federal programs as they access benefits and supports, and we must engage with our federal representatives and federal departments to ensure (a) they have access to the full range of support services they are entitled to and (b) can be successful on our college campuses.

Legislative Goals: *Ensure Congress and multiple federal Departments (such as Veterans Affairs, Defense, and Education) pass and then effectively implement legislation to:*

- *Provide effective, timely, financial and/or service support to student veterans to address their real world needs.*
- *Ensure federal laws do not make student veterans a target for predatory behavior from education institutions.*
- *Ensure appropriate oversight and accountability of programs for student veterans.*

Medi-Cal Reimbursement

Community college health centers provide student with important healthcare and mental health services that improve student success. An outdated state policy, through the Department of Healthcare Services, currently prevents community college health centers from accessing the same MediCal reimbursements as local school districts. Changing this policy will improve student health and allow health centers to re-invest funds in expanding access to a variety of services. Once the policy is changed at the state level, that change will need to be approved at the federal level by the Center for Medicaid and Medicare Services (CMS).



Administrative Goals: *Fix the outdated policy at state level that prevents community college health centers from receiving funding. Concurrently, at the federal level:*

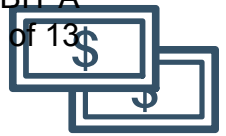
- *Ensure no federal barriers exist that would prevent speedy approval of the change by the Center for Medicaid and Medicare Services.*
- *As needed, work with members of Congress and the Center for Medicaid and Medicare Services (CMS) to provide assurances or guidance to the State of California that they can make the needed modifications to state policy.*



Apprenticeships

Apprenticeships can be an impactful way for students to receive high quality workforce experience while pursuing their educational goals. Community colleges can serve as an integral partner for students and the private sector as a facilitator of quality apprenticeship experiences. It is important for the role of community colleges to be recognized and supported as the federal government expands its investment in apprenticeships.

Legislative and Administrative Goals: Encourage Congress and the Department of Labor to invest in expanding apprenticeship opportunities for community college students. This includes addressing barriers that often prevent community colleges from creating apprenticeship programs, such as the lack of resources for early program development.



Federal Grant Opportunities

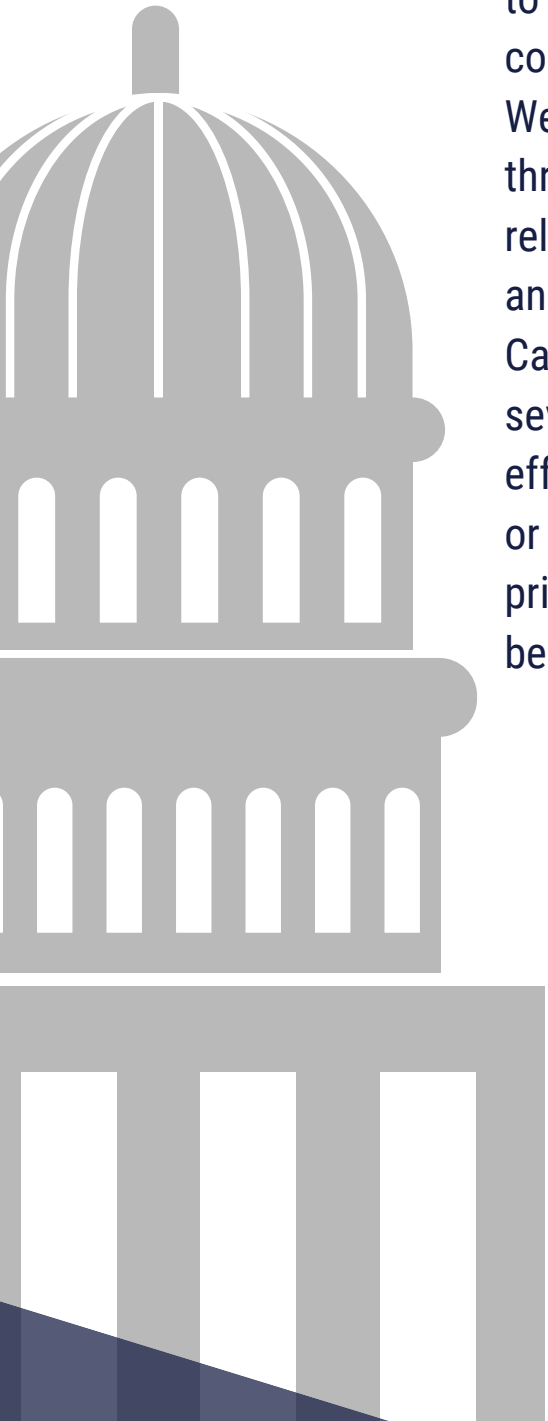
Federal grants provide important resources to community colleges. They help college develop new support programs for vulnerable students, invest in program development in in-demand career fields, and enrich research and professional opportunities for faculty and students.

Legislative Goals: *Encourage legislators and administrators at multiple federal departments to invest funds in a variety of grant programs that support community colleges and community college students. This includes:*

- *Support a reauthorization of the Higher Education Act that includes grant programs that impact community colleges, such as, but not limited to, Title III and Title V grant programs for community colleges and high-need populations.*
- *Support annual congressional appropriations to maintain and/or expand investments in grant programs that benefit community colleges.*
- *Promote rules and regulations that focus grant investments to community colleges.*

ADVOCACY MATTERS

Your Voice In Washington, D.C.



The South Orange County Community College District Office of Public Affairs and Government Relations seeks to support legislation beneficial to the District and its two colleges—Irvine Valley College and Saddleback College. We work to expand and maintain financial opportunities throughout the District, by fostering and sustaining relationships with elected officials, government agencies, and industry experts. Through coordinated efforts with Capitol Advocacy Partners, the District has identified several state legislative priorities to focus our advocacy efforts in 2019. If you have questions or need more information about any of the outlined priorities, please view the contact information below or visit www.socccd.edu.

FOR MORE INFORMATION CONTACT:
LETITIA CLARK, MPP
DISTRICT DIRECTOR OF PUBLIC AFFAIRS
AND GOVERNMENT RELATIONS
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28000 MARGUERITE PKWY.
MISSION VIEJO, CA 92692



2019 LEGISLATIVE PRIORITIES

March 25, 2019

Why Set Legislative Priorities?

The South Orange County Community College District Office of Public Affairs and Government Relations seeks to support legislation beneficial to the District and its two colleges—Irvine Valley College and Saddleback College.

Through coordinated efforts with Capitol Advocacy Partners and Strategic Education Services, the Board of Trustees can broadly identify several state and federal legislative priorities to focus our advocacy efforts in 2019. Setting priorities will not only focus our efforts, but will allow us to support or oppose individual pieces of legislation expediently, based on timeline variables of bills.



**South Orange County
Community College District**

Saddleback College • Irvine Valley College • ATEP



State Legislative Priorities



- Clinical Placements for Nursing Students
- Financial Aid and College Affordability
- Capital Outlay for College Facilities
- Protect and Expand Dual Enrollment
- Address Non-Academic Barrier for Students



**South Orange County
Community College District**

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Federal Legislative Priorities



- Deferred Action for Childhood Arrival (DACA)
- Workforce for 21st Century
- Higher Education Act Reauthorization
- Veterans Affairs
- Apprenticeships



**South Orange County
Community College District**

Saddleback College • Irvine Valley College • ATEP



Current Legislative Activity

Support

- AB2 (Santiago) – 2nd Year College Free (College Promise Package)
- AB30 (Holden) - Eliminate Sunset Date for CCAP Agreements and expand Dual Enrollment Programs
- ITEM 6870 (Roth) Community College Capital Outlay
- SB 291 (Leyva) California Community College Financial Aid Program



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Visits to State Capitol

December 2018 – Capital Outlay Action Advocacy Group



**South Orange County
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Visits to State Capitol

January 2019 - CCLC Legislative Conference



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**South Orange County
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Visits to U.S. Capitol

February 2019

Trustee Jemal -
Meetings with U.S.
Representatives
(Pictured with
Congresswoman
Katie Porter)



**South Orange County
Community College District**

Saddleback College • Irvine Valley College • ATEP



Visits to U.S. Capitol

February 2019 – Terence Nelson – Saddleback College
Veterans Affairs Meetings with U.S. Representatives (Pictured
with Congressman Mark Takano)



**South Orange County
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Upcoming Advocacy Activity:

- (March) DC Visit – President Prendergast
- (April) Local City Council Visits – Community College Awareness Month
- (April/May) Student Advocacy Day in Sacramento
- (April/May) SB-700 (Roth) Advocacy – Committee Hearings
- (Ongoing) Orange County Legislative Task Force

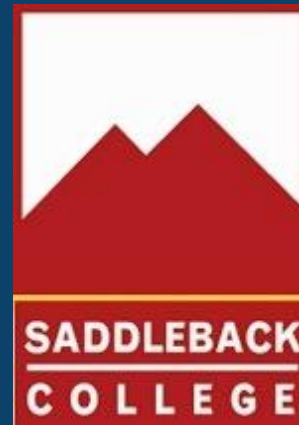
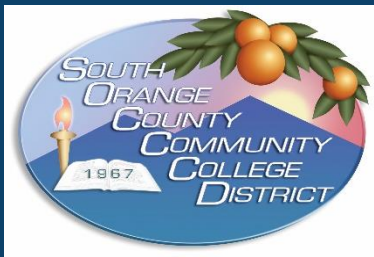


**South Orange County
Community College District**

Saddleback College • Irvine Valley College • ATEP



Thank You!



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

Minutes from:

February 25, 2019 Regular Meeting of the Board of Trustees (Exhibit A)
are submitted to the Board for review and approval.

**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
February 25, 2019**

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, Member
Evelyn Hoang, Student Member

ABSENT

Administrative Officers:

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

CALL TO ORDER: 4:30 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.

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).)

- 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, Vice Chancellor of Human Resources

- B. Classified School Employees Association (CSEA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor of Human Resources

- C. Police Officers Association (POA)

Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor of Human Resources

1.5 Conference with Legal Counsel (Government Code Section 54956.9)

- A. Anticipated Litigation (Government Code Section 54956.9(d)(2), (e)(1).)

Significant exposure to litigation: 3 potential cases

- B. Anticipated Litigation (Government Code Section 54956.9(b))

Significant exposure to litigation: 1 potential 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 pursuant to Government Code Section 913.

On a 6 to 1 vote, with Trustee Jemal casting negative vote, the board, in closed session, took action to deny an appeal of a student complaint of unlawful discrimination pursuant to California Code of Regulations Title 5, Section 59338.

2.2 Invocation
Led by Trustee Marcia Milchiker

2.3 Pledge of Allegiance
Led by Trustee T.J. 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 up to two minutes each.

One public comment from representatives of the Guaranteed Accounting Program at Irvine Valley College announcing the Business Leader Speaker Series featuring Michael Reagan on April 26, 2019 at the Performing Arts Center at IVC from 12:30-1:30 p.m.

One public comment regarding LGBTQ students and campus climate at IVC.

3.0 REPORTS

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

A. Board Reports

B. Chancellor's Report

Written Report

C. College Presidents' Reports (Written Reports included in Section 8.0)

Saddleback College Written Report

Irvine Valley College Written Report

D. Associated Student Government Reports

E. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 None

5.0 CONSENT CALENDAR ITEMS

Trustee Jay requested to remove item 5.4 and 5.10, Trustee Whitt requested to remove item 5.6 and Trustee Prendergast requested to remove item 5.15 from the consent calendar for separate discussion and action.

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

- 5.1 SOCCCD: Board of Trustees Meeting Minutes
Approve minutes of Regular Meeting held on January 22, 2019.

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

- 5.2 Irvine Valley College: Curriculum Revisions for the 2019-2020 Academic Year
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2019-2020 academic year, pursuant to Title 5, Section 53200 et seq.

[Item 5.2](#)
[Exhibit A](#)

- 5.3 SOCCCD: Irvine Valley College Access Control Project, Architectural Services, Perkins Eastman Dougherty.
Approve the Architectural Services agreement with Perkins Eastman Dougherty, for the Irvine Valley College Access Control project, in the amount of \$232,500.

[Item 5.3](#)
[Exhibits A-B](#)

- [5.4](#) [Irvine Valley College: 2019 Speech and Debate Team Competition in the International Forensic Association Tournament in Berlin, Germany from March 8-14, 2019.](#)
[Approve the Irvine Valley College Speech and Debate Team travel to the 2019 International Forensics Association Speech Tournament in Berlin, Germany from March 8, 2019 to March 14, 2019.](#)

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

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

- 5.5 Saddleback College and Irvine Valley College: Community Education, Summer 2019
Approve Community Education courses, presenters, and compensation for Summer Session 2019.

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

- [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.

Item 5.6
Exhibit A

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

- 5.7 Saddleback College: Revised Curriculum for the 2019-2020 and 2020-2021 Academic Years
Approve the proposed curriculum changes for the 2019-2020 and 2020-2021 academic years at Saddleback College.

Item 5.7
Exhibits A-C

- 5.8 Saddleback College: Revision of 2019-2020 Instructional Material/Laboratory Fees in Advanced Technology and Applied Sciences, Community Education, Emeritus Institute, and K-12 Partnerships
Approve the Saddleback College revised Instructional Material Fees in Advanced Technology and Applied Sciences, Community Education, Emeritus Institute and K-12 Partnerships for 2019 - 2020.

Item 5.8
Exhibit A

- 5.9 SOCCCD: Trustees' Requests for Attending Conferences
Approve/ratify Trustees' requests for attending conferences.

Item 5.9
Exhibits A-B

- 5.10 SOCCCD: Student Out of State Travel.
Approve the college student out of state travel for the participants, dates, locations and costs.

Item 5.10
Exhibit A

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

- 5.11 SOCCCD: Transfer of Budget Appropriations.
Ratify the transfer of budget appropriations as listed.

Item 5.11
Exhibit A

- 5.12 SOCCCD: Budget Amendment: Adopt Resolution No.19-04 to Amend FY 2018-2019 Adopted Budget.
Adopt Resolution No. 19-04 to amend the Adopted Budget as listed.

[Item 5.12](#)
[Exhibit A](#)

- 5.13 SOCCCD: January 2019 Change Orders/Amendments.
Ratify the change orders and amendments as listed.

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

- 5.14 SOCCCD: Purchase Orders and Checks.
Ratify the purchase orders and checks as listed.

[Item 5.14](#)
[Exhibits A-C](#)

- 5.15 SOCCCD: Contracts.
Ratify contracts as listed.

[Item 5.15](#)
[Exhibits A-B](#)

This item was pulled from the consent calendar.

6.0 GENERAL ACTION ITEMS

- [6.1](#) [SOCCCD: OCSBA Maureen DiMarco Award Nomination](#)
_____ [Determine if the board wishes to nominate a trustee for the Maureen DiMarco Award, and if so, approve the nomination for transmittal to Orange County Department of Education.](#)

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

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

- [6.2](#) [SOCCCD: OCSBA Marian Bergeson Award Nomination](#)
_____ [Determine if the board wishes to nominate a trustee for the Marian Bergeson Award, and if so, approve the nomination for transmittal to Orange County Department of Education.](#)

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

The Board did not nominate a candidate for the Marian Bergeson Award. Therefore, no action was taken on this item.

- [6.3](#) [SOCCCD: Board of Governors 2019 Classified Employee of the Year Award](#)

Endorse nomination for transmittal to the California Community College Chancellor's Office.

Item 6.3
Exhibit A

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

- 6.4
_____ SOCCCD: Irvine Valley College Grant Subaward, UC Irvine Pathways to Engineering Collaborative: NSF Scholarships in Science, Technology, Engineering, and Mathematics.
Approve the subaward to Irvine Valley College from the National Science Foundation for the UC Irvine Pathways to Engineering Collaborative for a project total of \$1,451,104, effective June 1, 2018 through May 31, 2023.

Item 6.4
Exhibits A-B

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

- 6.5
_____ SOCCCD: Irvine Valley College Grant Award, Optics, Photonics, and Lasers Technical Education Curriculum Development Project (OPAL-TEC): NSF Advanced Technological Education – Project Grant.
Approve the award to Irvine Valley College from the National Science Foundation to fund the Optics, Photonics, and Lasers Technical Education Curriculum Development Project for \$500,000, effective September 1, 2018 through August 31, 2021.

Item 6.5
Exhibits A-B

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

- 6.6
_____ SOCCCD: Dual Enrollment, SOCCCD (Irvine Valley College) - Laguna Beach Unified School District, College and Career Access Pathways Partnership Agreement, 2019-2022.
Approve the Dual Enrollment, SOCCCD (Irvine Valley College) - Laguna Beach Unified School District College & Career Access Pathways Partnership Agreement, from March 1, 2019 to August 30, 2022.

Item 6.6
Exhibit A

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

- 6.7 SOCCCD: Dual Enrollment, SOCCCD (Saddleback College) - Capistrano Unified School District, College and Career Access Pathways Partnership Agreement, 2019.
Approve the Dual Enrollment, SOCCCD (Saddleback College) - Capistrano Unified School District College & Career Access Pathways Partnership Agreement from February 26, 2019 to December 31, 2019.

Item 6.7
Exhibit A

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

- 6.8 SOCCCD: Grant Award, Saddleback College, Collaborative Research: NSF INCLUDES Alliance: STEM Core Expansion Subaward Issuance to Stanford University.
Approve this subaward to Stanford University for \$653,400 over five years under Saddleback College's NSF Cooperative Agreement award HRD-1834628.

Item 6.8
Exhibit A

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

- 6.9 SOCCCD: District-wide Sustainability and Energy Plan – Phase II, Sustainability/Energy Consultant Agreement, Harley Ellis Devereaux.
Approve the Harley Ellis Devereaux Sustainability/Energy Plan Consultant Services agreement, for the District-wide Sustainability and Energy Plan, in the amount of \$307,000.

Item 6.9
Exhibit A

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

- 6.10 SOCCCD: Academic Year 2019-2020 Non-Resident Tuition Fees.
Adopt a 2019-2020 academic year non-resident tuition fee of \$265 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 \$30 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.

Item 6.10
Exhibit A

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

- 6.11 [SOCCCD: Adopt Resolution No. 19-03 to Authorize the Purchase of Computer Equipment, Related Devices and Services, Dell Marketing, L.P. Adopt Resolution No. 19-03 to approve contracting with Dell Marketing, L.P. for the purchase of computer equipment, related devices and services, pursuant to Amendment No. 1 to the Master Price Agreement No. MNWNC-108 awarded by the state of Minnesota and approved for use in the state of California through Participating Addendum No.7-15-70-34-003.](#)

Item 6.11
Exhibit A

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

- 6.12 [SOCCCD: Board Policy Revision: BP-112 Duties and Responsibilities of the Board of Trustees, BP-118 Committees of the Board, BP-122 Closed Sessions, BP-124 Special and Emergency Meetings, BP-136 Minutes of the Board of Trustees, BP-138 Recording of Board of Trustee Meetings, BP-152 Presentation of Initial Collective Bargaining Proposals, BP-180 Respectful Interactions and Collaboration. Accept for review and study board policies as listed.](#)

Item 6.12
Exhibits A-H

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

- 6.13 [SOCCCD: Board Policy Revision: BP-3006 Sustainability, BP-4056 Classified Employees Participation in Decision Making, BP-4076 Compensation, BP-4080 Personal Necessity Leave for Academic Administrators and Classified Administrators / Managers, BP-5800 Prevention of Identity Theft in Student Financial Transactions. Approve board policies as listed.](#)

Item 6.13
Exhibits A-E

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

- 6.14 [SOCCCD: Academic Employee and Classified Administrator Personnel Actions – Regular Items Ratify New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund,](#)

Reduced Workload Program with STRS Retirement,
Resignation/Retirement/Conclusion of Employment.

Item 6.14
Exhibits A-B

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

6.15 SOCCCD: Faculty Conversion to Canvas One – Time Stipends
Ratify Additional Compensation: Canvas Conversion-General Fund.

Item 6.15
Exhibit A

On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a 6 - 1 vote with Trustee Lang casting a negative vote.

6.16 SOCCCD: Classified Personnel Actions – Regular Items
Ratify New Personnel Appointments, Authorization to Establish and
Announce (A) Classified Position(s), Reorganization/Reclassification,
Authorization to Increase/Decrease Hours per Week and/or Months per
Year on (A) Classified Position(s), Change of Status, Classified Bilingual
Stipends, Additional Compensation, Out of Class Assignments – For
Positions that are Vacant During Recruitment for Permanent
Appointments (Limited to 960 Hours Per Fiscal Year), Out of Class
Assignments – For Positions that are Temporarily Available Due to
Leaves of Absence, etc., Resignation/Retirement, Conclusion of
Employment.

Item 6.16
Exhibit A

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

6.17 SOCCCD: Non-Bargaining Unit Personnel Action – Regular Items
Ratify New Personnel Appointments, Volunteers.

Item 6.17
Exhibit A

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

6.18 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.

Item 6.18

Exhibit A

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

- 6.19 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.

Item 6.19
Exhibit A

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

- 6.20 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.

Item 6.20
Exhibit A

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

7.0 REPORTS

- 7.1 Saddleback College and Irvine Valley College: Speakers
_____ A listing of speakers for events and/or classes at Saddleback College and
Irvine Valley College.

Item 7.1
Exhibit A

- 7.2 SOCCCD: Staff Response to Public Comments from Previous Board
_____ Meeting
None

Item 7.2

- 7.3 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.

Item 7.3

Exhibit A

7.4 SOCCCD: Facilities Plan Status Report.
Report on the status of major capital projects.

Item 7.4
Exhibit A

7.5 SOCCCD: Monthly Financial Status Report.
The reports display the adopted budget, revised budget and transactions
through January 31, 2019.

Item 7.5
Exhibit A

7.6 SOCCCD: Quarterly Investment Report.
Report for period ending December 31, 2018.

Item 7.6

7.7 SOCCCD: Retiree (OPEB) Trust Fund.
Report for period ending December 31, 2018.

Item 7.7
Exhibit A

7.8 SOCCCD: Pension Stabilization Trust Fund.
Report for the period ending December 31, 2018.

Item 7.8
Exhibit A

8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS

A. Saddleback College Academic Senate

B. Faculty Association

C. Irvine Valley College Academic Senate

D. Vice Chancellor, Technology and Learning Services

E. Vice Chancellor, Human Resources

- F. Vice Chancellor, Business Services

- G. Irvine Valley College Classified Senate

- H. California School Employees Association

- I. Saddleback College Classified Senate

- J. Police Officers Association

Item 8.0

9.0 ADDITIONAL ITEMS

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

The meeting was adjourned at 8:35 p.m.



Kathleen F. Burke
Secretary, Board of Trustees

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: Resolution
ACTION: Approval

Board Resolutions are presented as a formal recognition by the Board of Trustees to honor 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.

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

Jack S. Roper, First SOCCCD Superintendent and Saddleback College President.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT



RESOLUTION NO. 19-08

IN HONOR OF THE FIRST SOCCCD SUPERINTENDENT AND SADDLEBACK COLLEGE PRESIDENT,

JACK S. ROPER

WHEREAS the South Orange County Community College District (SOCCCD), was established in 1967;

WHEREAS Mr. Jack S. Roper was appointed to the offices of Superintendent and President of the District and Saddleback College for the period of September 1967 through July 1968, making him the first Superintendent/President in SOCCCD history; and

WHEREAS Mr. Roper served in the newly formed district and college with diligent and outstanding leadership, greatly responsible for the success of the early organization; and

WHEREAS Mr. Roper's contribution to the beginnings of SOCCCD, established a strong foundation, built upon for fifty plus years; and

WHEREAS SOCCCD, today, is one of the largest community college districts in the region, serving approximately 43,000 students on three campuses—Saddleback College, Irvine Valley College, and the Advanced Technology & Education Park (ATEP); and

WHEREAS SOCCCD is a leader in higher education and enriches lives in Orange County through learning; and

WHEREAS SOCCCD's 350 square mile service area serves nearly one million residents; and

WHEREAS SOCCCD is a community partner through the offering of classes at 130 community sites, beyond the three campuses; and

WHEREAS SOCCCD provides outstanding education through more than 400 degree and certificate programs that prepare students to fill local and high skilled workforce opportunities; and

WHEREAS SOCCCD students added 1.3 billion to the Orange County economy in 2016-2017, approximately 5% of the county's total gross regional product; and

WHEREAS SOCCCD is thankful and proud of Mr. Roper's legacy of leadership that assured our community college district remain, one of outstanding higher learning;

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of the South Orange County Community College District extends its profound appreciation and commendation for the lasting leadership of Jack S. Roper who immensely contributed to the long-term success of students, faculty, and staff within the South Orange County Community College District.

Adopted March 25, 2019

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, Member

Evelyn Hoang, Student Member

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Saddleback College: Revised Curriculum for the 2019-20 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 2019-20 academic year. Exhibit A includes a revised associate degree for transfer. The revised 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 2019-20 academic year at Saddleback College as listed in Exhibit A.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2019-2020

Current

Associate in Arts in English for Transfer

English curriculum provides the transfer student the opportunity to earn an Associate in Arts in English for Transfer degree that will allow completion of both general education requirements and major preparatory course work. In addition, the selection of courses ensures the English major a broad perspective on the history of literature, coupled with the necessary writing, thinking, and research training essential for academic achievement. Students who complete the Associate in Arts Degree in English 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 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 writing fluency, critical thinking ability, and research skills. These skills will include grammar review, as well as expository and persuasive writing instruction.
- Use skill and creativity along with critical judgment of literary forms, as they compose their own nonfiction, short stories, novels, poems, plays, and screenplays.
- Examine traditional literary themes and genres in courses addressing American, British and World literature. Students will explore contemporary themes and genres in courses such as Introduction to the Novel, Ethnic Voices in Literature, and The Film as Literature. The broad spectrum of literature courses allows students to focus on a particular area of interest.

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
Required Courses		
ENG 1B*	Principles of Composition II	3
Or		
ENG 1BH*	Honors Principles of Composition II	3
Or		
ENG 70*	Reasoning and College Reading	3
ENG 25*	Introduction to Literature	3

LIST A

Select two (6 units):

ENG 15A*	Survey of American Literature – 1620-1860	3
ENG 15B*	Survey of American Literature – 1860 – Contemporary	3
ENG 17A*	Survey of English Literature – Beowulf to Romantic Movement	3
ENG 17B*	Survey of English Lit – Romantic Movement to the Present	3
ENG 21A*	World Literature – Ancient to 17 th Century	3
ENG 21B*	World Literature – 17 th Century to Modern Period	3

LIST B Any LIST A course not already used OR

ENG 3*	Introduction to Creative Writing	3
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LIST C

Select one (3 units):

ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
SPAN 1*	Elementary Spanish	5
Or		
SPAN 1H*	Honors Elementary Spanish	5
SPAN 2*	Elementary Spanish	5
Or		
SPAN 2H*	Honors Elementary Spanish	5
SPAN 3*	Intermediate Spanish	5
JRN 2*	News Writing	3
BUS 104*	Business Communication	3
COMM 30	Introduction to Oral Interpretation	3
TA 20	Theatre Appreciation	3

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

Total Units for the Major: 18-20

Revised

Associate in Arts in English for Transfer

English curriculum provides the transfer student the opportunity to earn an Associate in Arts in English for Transfer degree that will allow completion of both general education requirements and major preparatory course work. In addition, the selection of courses ensures the English major a broad perspective on the history of literature, coupled with the necessary writing, thinking, and research training essential for academic achievement. Students who complete the Associate in Arts Degree in English 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 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 writing fluency, critical thinking ability, and research skills. These skills will include grammar review, as well as expository and persuasive writing instruction.
- Use skill and creativity along with critical judgment of literary forms, as they compose their own nonfiction, short stories, novels, poems, plays, and screenplays.
- Examine traditional literary themes and genres in courses addressing American, British and World literature. Students will explore contemporary themes and genres in courses such as Introduction to the Novel, Ethnic Voices in Literature, and The Film as Literature. The broad spectrum of literature courses allows students to focus on a particular area of interest.

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
Required Courses		
ENG 1B*	Principles of Composition II	3
Or		
ENG 1BH*	Honors Principles of Composition II	3
Or		
ENG 70*	Reasoning and College Reading	3
ENG 25*	Introduction to Literature	3

LIST A

Select two (6 units):

ENG 15A*	Survey of American Literature – 1620-1860	3
ENG 15B*	Survey of American Literature – 1860 – Contemporary	3
ENG 17A*	Survey of English Literature – Beowulf to Romantic Movement	3
ENG 17B*	Survey of English Lit – Romantic Movement to the Present	3
ENG 21A*	World Literature – Ancient to 17 th Century	3
ENG 21B*	World Literature – 17 th Century to Modern Period	3

LIST B Any LIST A course not already used OR

ENG 3*	Introduction to Creative Writing	3
--------	----------------------------------	---

LIST C

Select one (3 units):

ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
SPAN 1*	Elementary Spanish	5
Or		
SPAN 1H*	Honors Elementary Spanish	5
SPAN 2*	Elementary Spanish	5
Or		
SPAN 2H*	Honors Elementary Spanish	5
SPAN 3*	Intermediate Spanish	5
JRN 2*	News Writing	3
BUS 104*	Business Communication	3
COMM 30	Introduction to Oral Interpretation	3
TA 20	Theatre Appreciation	3
ANTH 3	Culture and Language	3

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

Total Units for the Major: 18-20

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. Elliott Stern, President, Saddleback College and Dr. Glenn R. Roquemore, 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>
3/15/2019 9:30 am – 11:35 am Laguna Woods Village Performing Arts Center	Dr. Greg Jenks, DML Distinguished Guest Lecture Series	Dr. Sandra Morgan	What you need to know about Human Trafficking in Orange County	\$200.00
3/26/2019 7:00 pm – 8:15 pm BGS 356	Amira Wegenek	Amy Castro	Cognitive Development in Children	\$200.00
3/26/2019 7:00 pm – 8:15pm BGS 356	Amira Wegenek	Negin Sattari Barabadi	Sleep and Memory in Adults	\$200.00
4/5/2019 9:30am – 11:35am Laguna Woods Performing Arts Center	Dr. Greg Jenks, DML Distinguished Guest Lecture Series	Wendy Block	Do the Religious Agree About God? – Four Perspectives on the Existence and Nature of God	\$100.00
4/5/2019 9:30am – 11:35am Laguna Woods Performing Arts Center	Dr. Greg Jenks, DML Distinguished Guest Lecture Series	Sheikh Tarik Ata	Do the Religious Agree About God? – Four Perspectives on the Existence and Nature of God	\$100.00
4/5/2019 9:30am – 11:35am Laguna Woods	Dr. Greg Jenks, DML Distinguished Guest Lecture Series	Swami Dhyanyogananda	Do the Religious Agree About God? – Four Perspectives on the Existence and Nature of God	\$100.00

Performing Arts Center				
4/5/2019 9:30am – 11:35am Laguna Woods Performing Arts Center	Dr. Greg Jenks, DML Distinguished Guest Lecture Series	Richard Park	Do the Religious Agree About God? – Four Perspectives on the Existence and Nature of God	\$100.00
4/8/2019 12:00 pm – 4:00 pm BGS 340	Christina Hinkle, Dean	Andrea Aebersold Dr. Matt Mahavongtrakul	Cognition & Learning Theory	\$2500.00 for two speakers, four hours BSI Grant Funds
4/12/2019 10:30 am MSE 313	Steve Teh, 2019 Science Lecture Series	Dr. Christopher Anderson	Biomechanics of Movement	ASG Funds Honorarium \$3500.00 (includes travel, lodging, food)
4/17/2019 12:00 pm – 2:00 pm SSC 212	Erica Vogel	Angela Jenks	Panel on Ancestry, DNA Testing and Culture	\$400.00
4/17/2019 2:00pm – 3:15pm BGS 356	Amira Wegenek	Marie Cross	The Physical and Psychological Effects of Smiling	\$200.00
4/24/2019 6:00 PM MSE 313	Steve Teh, 2019 Science Lecture Series	Susan Frontczak	Manya: a Living History of Marie Curie performance	ASG Funds Honorarium \$3500.00 (includes travel, lodging, food)
5/10/2019 9:30 am – 11:35 am Laguna Woods Village Performing Arts Center	Dr. Greg Jenks, DML Distinguished Guest Lecture Series	Dr. Steve L. Porter	The Disappearance of Moral Knowledge: The Prospects of Becoming Virtuous in a Vicious World	\$200.00

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: 2020-2021 Academic Calendar
ACTION: Review and Study

BACKGROUND

Annually the South Orange County Community College District Academic Calendar Committee convenes to review the development of the academic calendar. During the 2018-19 academic year, representatives from the governance groups studied calendar options for 2020-2021.

STATUS

The District-wide Academic Calendar Committee met on March 1, 2019, and subsequently voted to recommend a calendar for 2020-2021. The academic calendar proposed for 2020-2021 has been reviewed and approved by the District-wide Academic Calendar Committee (Exhibit A). The calendar meets Education Code requirements, accounts for holidays mandated by the California Community College Chancellor's Office (Exhibit B), and includes classified staff holidays in compliance with Article 10 of the California School Employees Association (CSEA) contract and Article 9 of the Police Officers Association Master Agreement.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept for review and study the proposed Academic Calendar for 2020-2021 (Exhibit A).

Item Submitted by: *Dr. Robert Bramucci, Vice Chancellor, Technology & Learning Services*



ACADEMIC CALENDAR 2020-2021

SADDLEBACK COLLEGE ■ IRVINE VALLEY COLLEGE

FALL SEMESTER 2020

AUGUST 2020

S M T W T F S

						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

SEPTEMBER 2020

S M T W T F S

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

OCTOBER 2020

S M T W T F S

			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

NOVEMBER 2020

S M T W T F S

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

DECEMBER 2020

S M T W T F S

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SPRING SEMESTER 2021

JANUARY 2021

S M T W T F S

					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

FEBRUARY 2021

S M T W T F S

						6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

MARCH 2021

S M T W T F S

						6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

APRIL 2021

S M T W T F S

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4	5	6	7	8	9	10	
11	12	13	14	15	16	17	
18	19	20	21	22	23	24	
25	26	27	28	29	30		

MAY 2021

S M T W T F S

							1
2	3	4	5	6	7	8	
9	10	11	12	13	14	15	
16	17	18	19	20	21	22	
23	24	25	26	27	28	29	

SUMMER SESSION 2021

MAY 2021

S M T W T F S

						30	31
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JUNE 2021

S M T W T F S

						1	2	3	4	5
6	7	8	9	10	11	12				
13	14	15	16	17	18	19				
20	21	22	23	24	25	26				
27	28	29	30							

JULY 2021

S M T W T F S

							1	2	3	
4	5	6	7	8	9	10				
11	12	13	14	15	16	17				
18	19	20	21	22	23	24				
25	26	27	28	29	30	31				

AUGUST 2021

S M T W T F S

1	2	3	4	5	6	7				
8	9	10	11	12	13	14				
15	16	17	18	19	20	21				

LEGEND

- Classes Not in Session
- Professional Development
- Sunday Classes Meet
- Saturday Classes Meet
- Holiday for Classified and 12-Month Employees
- Instructional Days
- Final Examinations
- Faculty Contractual Days; Classes Not in Session
- Start of 8-Week Session
- + May 27 both commencements

Note: Each college may develop an individual final exam schedule.



ACADEMIC CALENDAR 2020-2021

SADDLEBACK COLLEGE ■ IRVINE VALLEY COLLEGE

FALL SEMESTER 2020

August 10-14 (Monday-Friday)	Professional Development Days
August 17 (Monday)	Instruction Begins
August 17-October 12 (Monday-Monday)	8-Week Session
September 7 (Monday)	Labor Day — Holiday
October 14-December 16 (Wednesday-Wednesday)	8-Week Session
November 11 (Wednesday)	Veterans Day — Holiday
November 26-27 (Thursday/Friday)	Thanksgiving — Holiday
December 9 (Wednesday)	Faculty Contractual Day (Classes Not in Session)
December 10-16 (Thursday-Wednesday)	Final Examinations
December 17-January 18	Classes Not in Session
December 23-December 31 (Wednesday-Thursday)	District/Colleges Closed — Holiday

SPRING SEMESTER 2021

January 1 (Friday)	New Year's Day — Holiday
January 12-15 (Tuesday-Friday)	Professional Development Days
January 18 (Monday)	Martin Luther King, Jr. — Holiday
January 19 (Tuesday)	Instruction Begins
January 19-March 19 (Tuesday-Friday)	8-Week Session
February 11 (Thursday)	Faculty Contractual Day (Classes Not in Session)
February 12 (Friday)	President Lincoln's Day — Holiday
February 15 (Monday)	Presidents' Day — Holiday
March 21-27 (Sunday-Saturday)	Spring Break/Classes Not in Session
March 26 (Friday)	Friday of Spring Break — Holiday
March 31 (Wednesday)	Cesar Chavez Day — Holiday
April 1-May 26 (Thursday-Wednesday)	8-Week Session
May 20-26 (Thursday-Wednesday)	Final Examinations
May 27 (Thursday)	Faculty Contractual Day (Classes Not in Session)
+ May 27 (Thursday)	College Commencements

SUMMER SESSION 2021

May 31 (Monday)	Memorial Day — Holiday
June 1-August 15 (Tuesday-Sunday)	Summer Session
July 5 (Monday)	Fourth of July — Holiday

2020-2021 SUMMARY

Instructional Days	Fall	Spring	Total
Monday	17	16	33
Tuesday	18	18	36
Wednesday	16	17	33
Thursday	16	16	32
Friday	16	16	32
SUBTOTAL	83	83	166
Professional Development	5	4	9
Faculty Contractual Days	1	2	3
TOTAL	89	89	178

Summer 2021: Start dates and session lengths may vary. See college online schedules for more information.

Vision: To be an educational leader in a changing world.

Mission: We provide a dynamic and innovative learning environment to diverse learners of all ages, background and abilities. We promote access, success and equity to meet each student's goals of skills development, certificate, associate degree, transfer or personal enrichment. We contribute to the economic vitality of the region.

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

1102 Q STREET, SUITE 4400
SACRAMENTO, CA 95811-6549

(916) 322-4005

<http://www.cccco.edu>



June 27, 2018

TO: Chief Executive Officers
Chief Business Officers
Chief Information System Officers
Chief Instructional Officers
Deans of Admissions and Records, Registrar

FROM: Christian Osmeña, Vice Chancellor
College Finance and Facilities Planning Division

SUBJECT: Legally Mandated Holidays for Fiscal Years 2018-19, 2019-20, 2020-21 and 2021-22

A list of the legally mandated academic holidays, as specified by Education Code section 79020, is attached for your convenience in establishing your future academic calendars for fiscal years 2018-19, 2019-20, 2020-21 and 2021-22.

In addition to the legally mandated holidays listed, a college may close on March 31, known as "Cesar Chavez Day," and the fourth Friday in September, known as "Native American Day," if the district's governing board district agrees to close the college for that purpose. When "Cesar Chavez Day" falls on a Saturday or Sunday, the agreed-upon college closure day shall occur on the preceding Friday or succeeding Monday, respectively. If "Cesar Chavez Day" happens to fall on a weekday, there is no flexibility to move the corresponding holiday observance. The district shall continue to maintain the minimum required 175 days of instruction. If the district does not close for "Cesar Chavez Day" or "Native American Day," appropriate observances should be held in commemoration.

Please contact Natalie Wagner, Specialist at (916) 327-1554 or e-mail at nwagner@cccco.edu for holiday or academic calendar configuration questions.

Attachment

LEGALLY MANDATED ACADEMIC HOLIDAYS

Education Code, section 79020 requires community colleges to be closed on the following holidays:

- New Year’s Day (January 1)
- Dr. Martin Luther King, Jr. Day (third Monday in January)
- Lincoln Day (February 12)
- Washington Day (third Monday in February)
- Memorial Day (last Monday in May)
- Independence Day (July 4)
- Labor Day (first Monday in September)
- Veterans Day (November 11)
- Thanksgiving Day (date proclaimed by US President)
- Christmas Day (December 25)

Generally, if any of these dates falls on a Saturday or Sunday, the holiday is observed on the preceding Friday or Monday, respectively. However, Education Code, section 79020 provides specific allowances for observance flexibility-which is reflected in the following schedules-for Veterans Day and Lincoln Day depending on the day of the week on which these holidays fall.

Fiscal Year 2018-19

July 4, 2018	(Wednesday)	Independence Day
September 3, 2018	(Monday)	Labor Day
November 12, 2018	(Monday)	Veterans Day (Observance)
November 22, 2018	(Thursday)	Thanksgiving Day
December 25, 2018	(Tuesday)	Christmas
January 1, 2019	(Tuesday)	New Year’s Day
January 21, 2019	(Monday)	Dr. Martin Luther King, Jr. Day
February 8, 11, 12, 15, 2019	(Friday, Monday, Tuesday, Friday)	Lincoln Day
February 18, 2019	(Monday)	Washington Day
May 27, 2019	(Monday)	Memorial Day

Fiscal Year 2019-20

July 4, 2019	(Thursday)	Independence Day
September 2, 2019	(Monday)	Labor Day
November 11, 2019	(Monday)	Veterans Day
November 28, 2019	(Thursday)	Thanksgiving Day
December 25, 2019	(Wednesday)	Christmas
January 1, 2020	(Wednesday)	New Year’s Day

January 20, 2020	(Monday)	Dr. Martin Luther King, Jr. Day
February 7, 10, 12, 14, 2020 ²	(Friday, Monday, Wednesday, Friday)	Lincoln Day
February 17, 2020	(Monday)	Washington Day
May 25, 2020	(Monday)	Memorial Day

Fiscal Year 2020-21

July 3, 2020	(Friday)	Independence Day (Observance)
September 7, 2020	(Monday)	Labor Day
November 9, 11, 13, 2020	(Monday, Wednesday, Friday)	Veterans Day
November 26, 2020	(Thursday)	Thanksgiving Day
December 25, 2020	(Friday)	Christmas
January 1, 2021	(Friday)	New Year's Day
January 18, 2021	(Monday)	Dr. Martin Luther King, Jr. Day
February 12, 2021	(Friday)	Lincoln Day
February 15, 2021	(Monday)	Washington Day
May 31, 2021	(Monday)	Memorial Day

Fiscal Year 2021-22

July 5, 2021	(Monday)	Independence Day (Observance)
September 6, 2021	(Monday)	Labor Day
November 11, 12, 2021 ⁴	(Thursday, Friday)	Veterans Day
November 25, 2021	(Thursday)	Thanksgiving Day
December 24, 2021	(Friday)	Christmas (Observance)
December 31, 2021	(Friday)	New Year's Day (Observance)
January 17, 2022	(Monday)	Dr. Martin Luther King, Jr. Day
February 11, 18, 2022	(Friday, Friday)	Lincoln Day (Observance)
February 21, 2022	(Monday)	Washington Day
May 30, 2022	(Monday)	Memorial Day

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Irvine Valley College: Curriculum Revisions for the 2019-2020 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 2019-2020 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 2019-2020 academic year at IVC.

**IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED COURSES
ACADEMIC YEAR 2019-2020**

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 2019-2020**

School	Catalog Id	Course Id	Abbreviated Course Title	Action Taken
BS	5955.00	RE 174	Legal Aspects of Real Estate	crs id, ti, cat desc, sch desc, tps, SLOs, lrng obj, moe, assign, txt
IDEA	14279.00	ELEC 211	Grid-Tied Solar Photovoltaic Systems	prereq fr ELEC 210 to None , sch desc, txt
KHA	10287.05	KNES 86	Theory of Coaching	lrng obj, moe, SLOs, assign, txt
	14382.00	KNES 214	Sports Medicine Internship III	tps, lrng obj, moe, SLOs, assign, txt
LST	11110.05	BIO 10	Biochemistry for Health Sciences	cat desc, rec prep, sch desc, tps, lrng obj, txt
	14157.00	BIO 80	Integrated Biology: Organisms to Ecosystems	cat desc, prereq fr None to Eligibility for college-level math
	14584.00	BIO 80H	Integrated Biology: Organisms to Ecosystems Honors	cat desc, prereq fr None to Eligibility for college-level math,
	1235.00	BIO 104	Field Studies: Desert Ecosystems	moe
	14477.00	BIOT 274	Biotechnology B: Proteins	cat desc, prereq fr BIOT 273 to None , sch desc, moe, assign, txt
PST	1290.00	CHEM 3	Fundamental Chemistry	SLOs, assign, txt

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

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

ACTION: Approval

BACKGROUND

On January 22, 2019, the Board of Trustees ratified the following agreements for small construction projects at Irvine Valley College (IVC):

- Otero Construction, Inc. in the amount of \$83,137, for the B300 Printmaking Studio & Art Gallery Refresh project.
- SD Remodeling, Inc. in the amount of \$69,500, for the Life Sciences Building 1st Floor Seal Coat project.
- ACCO Engineered Systems, Inc. in the amount of \$48,304, for the SSC VAV Reheat Repiping project.

STATUS

Contract work is complete on the projects and each will have a final deductive change order ranging between \$4,500 and \$8,000 on the April board agenda as a contract ratification. Staff recommends Notices of Completion be filed for the IVC B300 Printmaking Studio & Art Gallery Refresh project (EXHIBIT A), the IVC Life Science Building 1st Floor Seal Coat project (EXHIBIT B) and the IVC SSC VAV Reheat Repiping project (EXHIBIT C).

Funds were used from the General Fund and Scheduled Maintenance Basic Aid accounts.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees authorize filing the Notices of Completion at Irvine Valley College for the B300 Printmaking Studio & Art Gallery Refresh project to Otero Construction, Inc., for a final contract amount of \$75,137, the Life Sciences Building 1st Floor Seal Coat project to SD Remodeling, Inc., for a final contract amount of \$62,500 and the SSC VAV Reheat Repiping project to ACCO Engineered Systems, Inc., for a final contract amount of \$43,804. It is also recommended that the Board authorize the release of retention 35 days after filing.

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

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 6103

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: B300 PRINTMAKING STUDIO & ART GALLERY REFRESH PROJECT at IRVINE VALLEY COLLEGE, the contract for the doing of which was heretofore entered into the 5th day of December 2018, which contract was made with OTERO CONSTRUCTION, INC., as Contractor; that said improvements were completed and accepted by formal action of the governing board of said District on the 25th day of March 2019, 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 THE ARGONAUT 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 _____ Dated _____
Ann-Marie Gabel
Vice Chancellor, Business Services

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)

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 6103

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: LIFE SCIENCES BUILDING 1ST FLOOR SEAL COAT PROJECT at IRVINE VALLEY COLLEGE, the contract for the doing of which was heretofore entered into the 13th day of December 2018, which contract was made with SD REMODELING, INC., as Contractor; that said improvements were completed and accepted by formal action of the governing board of said District on the 25th day of March 2019, 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 THE ARGONAUT 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 _____ Dated _____
Ann-Marie Gabel
Vice Chancellor, Business Services

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)

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 6103

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: SSC VAV REHEAT REPIPING PROJECT at IRVINE VALLEY COLLEGE, the contract for the doing of which was heretofore entered into the 30th day of November 2018, which contract was made with ACCO ENGINEERED SYSTEMS, INC., as Contractor; that said improvements were completed and accepted by formal action of the governing board of said District on the 25th day of March 2019, 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 THE FIDELITY AND DEPOSIT COMPANY OF MARYLAND; 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 _____ Dated _____
Ann-Marie Gabel
Vice Chancellor, Business Services

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: SOCCCD: Labor Compliance Services, TGS Enterprises, Inc. dba The Solis Group

ACTION: Approval

BACKGROUND

The District employs Labor Compliance Services at various times for capital improvement projects to ensure the District meets labor compliance requirements. Staff evaluates professional services on demonstrated competence and professional qualifications necessary for satisfactory performance.

Pursuant to California Government Code section 53060 the District may contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required. Furthermore, Public Contract Code section 6106 and the Government Code section 4526 require that professional services be selected on the basis of demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required and at a fair and reasonable price to the public agency. After providing notification to the successful firm, negotiations commence. If an impasse is reached, negotiations may terminate and the public agency may enter into negotiations with the next most qualified firm. To ensure compliance and transparency in the selection process, the District followed the guidelines of a competitive Request for Proposal (RFP) process.

STATUS

On November 20, 2018 and November 27, 2018, SOCCCD ran a newspaper advertisement for consideration of Labor Compliance Services. Additional marketing efforts included placing a copy of the "Requests for Qualifications and Proposals" (RFQ&P) on the District's website and notifying firms known to provide these services.

On December 4, 2018, five proposals (EXHIBIT A) were received and members of the District and both college Facilities departments joined as a selection committee to evaluate the submittals. Criteria for selection include experience with similar community college projects and with the Department of Industrial Relations, number of years performing services, and assurances that fees are fair and reasonable. Staff recommends award of the Labor Compliance Services agreement (EXHIBIT B) to TGS Enterprises, Inc. dba The Solis Group, from April 1, 2019 to March 31, 2024.

Work orders will be funded as a component of basic aid funded capital improvement projects.

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

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the on-going Labor Compliance Services agreement with TGS Enterprises, Inc. dba The Solis Group, from April 1, 2019 to March 31, 2024.

**Request for Qualifications and Proposals
Labor Compliance Services
South Orange County Community College District**

March 25, 2019

COMPANY NAME	CITY	SUBMITTER'S NAME	TECHNICAL RATING	PROPOSED HOURLY RATES
				Principal/Project Manager/Site
				SAMPLE PROJECT: HOURS/FEES
¹ TGS Enterprises, Inc. dba The Solis Group	Pasadena, CA	Gary A. Hamm	794	\$160/\$130/\$95 546/\$67,262
Gafcon	San Diego, CA	Robin Duveen	704	\$170/\$110/\$75 1,248/\$108,889
The "G" Crew	Glendale, CA	Ella Daya	699	\$105/\$80/\$52 1,073/\$80,000
WSP USA, Inc.	Orange, CA	Bruce Rich	683	\$130/\$87/\$92 672/\$61,334
Pacific Resource Services Corporation	El Monte, CA	Benjamin Ocasio	554	\$135/\$135/\$101 1,104/\$119,689

¹Recommended Firm Rationale

After consideration and committee review of the RFP response, the committee recommends the above noted Labor Compliance Services firm for the following reasons:

- Proven company track record
 - Offered the highest number of community colleges previously served with evidence of repeat business
 - Presented the best mix of two variables: 1) number of previous projects and 2) the project values, in alignment with the service needs outlined in the RFP
- Demonstrated the team's labor compliance knowledge and experience
 - Project Manager has eight years' experience with 93 different projects
 - Provided evidence of working with the Department of Industrial Relations
- Committed to leading a cost effective program
 - Using a database of actual hours by position required to perform similar services, demonstrated an efficient approach providing the lowest required staffing hours for a 24 month sample project
 - Confirmed they would maintain this approach throughout the contract
- Clearly enumerated services including: contractor education and support, compliance enforcement, job monitoring, audits and investigations, agency reporting and associated claims management, if necessary



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ON-GOING LABOR COMPLIANCE SERVICES AGREEMENT TGS Enterprises, Inc. dba The Solis Group

This ON-GOING LABOR COMPLIANCE SERVICES AGREEMENT (“Agreement”) is made and entered into this 26th day of March in the year 2019 between **South Orange County Community College District**, 28000 Marguerite Parkway, Mission Viejo, California 92692, hereinafter referred to as "DISTRICT", and TSG Enterprises, Inc. dba The Solis Group, 131 N. El Molino Avenue, Suite 100, Pasadena, CA 91101, hereinafter referred to as “CONSULTANT”, DISTRICT and CONSULTANT are also referred to collectively as the “Parties” and individually as “Party.”

WHEREAS, the District awards contracts for demolition, construction and/or alteration services for new and existing physical facilities and maintenance of District physical facilities; these works of improvements are collectively referred to herein as the “Projects” and singularly as an “Assigned Project”.

WHEREAS, in or about December 2018, the District issued RFQ&P 369D (“RFP”) pursuant to which the District requested proposals to provide labor compliance services in connection with the Projects.

WHEREAS, the Consultant submitted a response to the RFP (“RFP Response”); the RFP Response is incorporated herein by this reference.

WHEREAS, the District desires to retain the Consultant to provide and perform the Consultant Services described herein for Assigned Projects; the specific terms and conditions of the Consultant Services for an Assigned Project shall be as set forth in a Project Assignment Amendment (“PAA”) to this Agreement in substantially the form of the PAA attached hereto as Attachment C.

WHEREAS, CONSULTANT represents that it has the necessary personnel, professional qualifications, expertise, and financial capability to assist the district with meeting the labor compliance requirements described herein; and

NOW, THEREFORE, the Parties hereto agree as follows:

ARTICLE 1 CONSULTANT’S SERVICES AND RESPONSIBILITIES

- 1.1. **Services.** The CONSULTANT’S services shall consist of those services performed by the CONSULTANT and CONSULTANT’S employees as enumerated in this AGREEMENT and the PAA for an Assigned Project.
- 1.2. **Standard of Care.** CONSULTANT shall provide the Services and authorized Additional Services using its best professional skill and judgment, acting with due care and in accordance with professional standards of care, the terms of this Agreement, the terms of each PAA for an Assigned Project, and all applicable laws, codes, rules, regulations or ordinances. CONSULTANT’S services shall be provided and completed promptly and in such a manner as to avoid hindrance, interruption, or delay to the

orderly progress and timely completion of an Assigned Project. CONSULTANT shall without additional compensation, correct or revise any errors or omissions in its studies, reports, and other services.

- 1.3. **Key Individual Assignment.** The CONSULTANT has been selected to perform the work herein because of the skills and expertise of key individuals. The CONSULTANT shall designate Elizabeth Solis, as Project Executive and Jeremy Turner as Project Manager. So long as their performance continues to be acceptable to the DISTRICT, these named individuals shall remain in charge of the PROJECT. Additionally, the CONSULTANT must furnish the name of all other key personnel in CONSULTANT'S firm that will be associated with each Assigned Project in the PAA for the Assigned Project.
- 1.4. **Replacement of Key Individual.** If the designated project manager or any other designated lead or key person for an Assigned Project fails to perform to the satisfaction of the DISTRICT, then upon written notice the CONSULTANT will have 10 working days to remove that person from the Assigned Project and replace that person with one acceptable to the DISTRICT after review of resume' and/or interview.
- 1.5. **Relationship of CONSULTANT to Other Project Participants.** CONSULTANT'S services hereunder may be provided in conjunction with contracts between the DISTRICT and others providing services in connection with bidding and/or construction of an Assigned Project. CONSULTANT shall coordinate all work with DISTRICT consultants as necessary to complete contract requirements.
- 1.6. **Assigned Project Schedule.** The CONSULTANT acknowledges that all time limits stated in this Agreement are of the utmost importance to DISTRICT. The Consultant further acknowledges that time of the essence to completion construction of each Assigned Project subject to a PAA; the CONSULTANT shall complete the CONSULTANT Services for each Assigned Project in accordance with the schedule for construction of the Assigned Project, whether such schedule is referenced or incorporated into a PAA for an Assigned Project or is developed and updated during the course of construction of an Assigned Project.

ARTICLE 2 SCOPE OF CONSULTANT'S SERVICES

- 2.1. **Assigned Project Scope.** Prior to issuance of a PAA for an Assigned Project, the CONSULTANT and the DISTRICT will meet and confer to discuss the needs and the requirements of the Assigned Project and arrive at a mutual written understanding of such needs and requirements for the Assigned Project and incorporate into the PAA for the Assigned Project. Information below will form the basis for scope of CONSULTANT Services for an Assigned Project.
- 2.2. **CONSULTANT Services.** CONSULTANT Services are generally described in the following. Specific CONSULTANT Services for an Assigned Project shall be as set forth in the PAA for the Assigned Project.
 - a. Assist DISTRICT with opening project with the Department of Industrial Relations including obtaining PWC100 numbers.
 - b. Update the DISTRICT regarding new labor compliance laws and codes as they become applicable.

1. Notify active contractors if there is a change to their requirements and assist with their transition to compliance with changed requirements.
 - c. Respond to Public Records Requests related to, prevailing wage rate payments and/or violations thereof, certified payroll records, apprenticeship standards payroll issues, and other similar matters on an as needed basis including procurement clarifications.
 - d. Confer with the construction contractor to establish the procedures for the labor compliance process throughout the project.
 - e. Review and verify payroll information and other labor code requirements.
 - f. Work with the contractor to resolve any non-compliance issues.
 - g. Prepare any required DIR non-compliance filings and reports including annual report.
 - h. Provide monthly status reports including PWC 100 numbers and advise as to payment release.
- 2.3. **Coordination Efforts.** The CONSULTANT will describe any coordination issues with DISTRICT and the Contractor.
- 2.4. **Subconsultants.** The CONSULTANT is responsible for the management of its sub-consultants. Nothing in the foregoing shall create any contractual relationship between DISTRICT and any sub-consultants employed by CONSULTANT to complete any of the CONSULTANT obligations under this Agreement or a PAA for an Assigned Project. CONSULTANT is as responsible for the performance of its sub-consultants as it would be if it had rendered these services itself. The foregoing notwithstanding, any sub-consultant to the CONSULTANT for completing any CONSULTANT obligations under this Agreement or a PAA for an Assigned Project is subject to the prior consent and acceptance by the District. The District may grant, deny or condition consent and acceptance of a proposed sub-consultant in the sole reasonable discretion of the District.
- 2.5. **Regulatory Compliance.** The CONSULTANT shall comply with all applicable federal, state and local laws, statutes, ordinances, codes, rules and regulations currently existing and as amended, enacted, issued or adopted in the future and which are applicable to the Project, an Assigned Project or this Agreement.

ARTICLE 3 ADDITIONAL CONSULTANT'S SERVICES

- 3.1. **Additional Services.** Additional services are not included in the CONSULTANT Services described in this Agreement or in a PAA for an Assigned Project. No Additional Services shall be provided by the CONSULTANT and no payment will be made for Additional Services unless the District specifically authorizes the CONSULTANT to complete Additional Services by a written directive or authorization. If the DISTRICT requests in writing any Additional Services for an Assigned Project, CONSULTANT shall be compensated for the same in accordance with the provisions of the PAA relating to Additional Services which shall be consistent with the personnel rates indicated in Attachment B. The DISTRICT must approve an amendment to the PAA for an Assigned Project, prior to CONSULTANT performing any Additional Services for an Assigned Project. The CONSULTANT shall request payment for Additional Services for an Assigned Project in a separate line item on the same invoice submitted for Services in a format pre-approved by the DISTRICT.

- 3.2. **Notification and Authorization.** CONSULTANT shall notify the DISTRICT in writing of the need for additional services required due to circumstances beyond the CONSULTANT'S control. CONSULTANT shall obtain written authorization from the DISTRICT before rendering such services. CONSULTANT shall be compensated in accordance with the provisions of the PAA which shall be consistent with the personnel rates indicated in Attachment B. Such services shall include:
- a. **Regulatory Revisions.** Making material revisions in Services when such revisions are required by the enactment or revision of laws, rules or regulations subsequent to the preparation of such documents.
 - b. **Scope Change after Phase Approvals.** Providing Services required because of significant changes made in the PROJECT including, but not limited to, size, quality, complexity.

ARTICLE 4 TERMS OF SERVICE

- 4.1. **Time is of the Essence.** Time is of the essence in the performance of each Party's obligations under this Agreement, including without limitation CONSULTANT'S performance of the service required hereunder and DISTRICT'S payment of all sums due to CONSULTANT.
- 4.2. **Term.** The term of this AGREEMENT shall begin **April 1, 2019** and shall end **March 31, 2024**. This agreement will not exceed the term of five (5) years total.
- 4.3. **Extension.** Upon expiration of the contract term, a new contract shall be executed to cover the extended term at no additional cost to the District as result of delays caused directly by CONSULTANT actions. The term may be extended via a new contract, caused due to the construction delay other than those delays caused by CONSULTANT'S actions.
- 4.4. **Billing Rate.** Should services be necessary after the expiration of contract duration, they shall be provided in accordance with the Billing Rates as provided in ATTACHMENT B.
- 4.5. **Suspension Notice.** DISTRICT may suspend CONSULTANT Services under this Agreement or a PAA for an Assigned Project at any time without penalty by written notice to CONSULTANT of such suspension. The CONSULTANT shall resume and complete CONSULTANT Services upon the DISTRICT's rescission of a suspension directive with adjustment of the compensation due the CONSULTANT.

ARTICLE 5 INDEMNITY AND INSURANCE

- 5.1. **CONSULTANT INDEMNITY.** To the fullest extent permitted by law, the CONSULTANT shall indemnify, defend and hold harmless the District and its employees, officers, Board of Trustees, Trustees, agents, volunteers, and representatives (collectively "the Indemnified Parties") from any and all claims, actions, demands, losses, responsibilities or liabilities for: (i) injury or death of CONSULTANT's employees arising out of this Agreement; (ii) injury or death of persons, damage to property, or (iii) other costs or charges arising out of or attributable, in whole or in part, to the negligent, grossly negligent or willful acts, omissions, errors and/or other conduct of CONSULTANT or the sub-consultants, employees, agents and representatives of the CONSULTANT in performing or providing any of the obligations, services or other work product contemplated under this Agreement, to the extent caused by Consultant. The foregoing shall include without limitation, reasonable attorneys' fees and costs incurred by the Indemnified Parties and shall survive the termination of this Agreement until any such claim, demand, loss, responsibility or liability covered

by the provisions hereof is barred by the applicable Statute of Limitations.

5.2. **CONSULTANT INSURANCE.** CONSULTANT shall purchase and maintain policies of insurance with an insurer or insurers qualified to do business in the State of California, A.M. Best rated at least A-: VII, and acceptable to DISTRICT, which will protect CONSULTANT and DISTRICT from claims which may arise out of, or result from, CONSULTANT'S actions or inactions relating to this AGREEMENT, whether such actions or inactions be by themselves or by any sub-consultant, subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include per project coverage for:

- a. Workers' Compensation and Employer's Liability insurance in accordance with the laws of the State of California. Coverage limits under the Workers' Compensation Insurance shall be in accordance with legal requirements; coverage limits under the Employers Liability insurance shall be not less than ONE MILLION DOLLARS (\$1,000,000).
- b. Commercial General Liability insurance with a limit of not less than one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) general aggregate including coverage for the following:
 - i. Blanket Contractual
 - ii. Broad Form Property Damage
 - iii. Products & Completed Operations
 - iv. Personal Injury
- c. Automobile Liability insurance with combined single limits of not less than one million dollars (\$1,000,000.00) per occurrence for "Any Auto".
- d. Professional liability insurance, including contractual liability, with limits of TWO MILLION DOLLARS (\$2,000,000.00) per claim. Such insurance shall be maintained during the Term of this AGREEMENT and renewed for a period of at least five (5) years thereafter and/or at rates consistent with the time of execution of this AGREEMENT adjusted for inflation. In the event that CONSULTANT retains a Sub-Consultant to complete any portion of CONSULTANT'S duties, CONSULTANT shall require any such Sub-Consultant to purchase and maintain insurance coverage as provided in this Section.

Failure of the CONSULTANT to maintain policies of insurance in the minimum coverage limits set forth herein is a material breach of this AGREEMENT and grounds for immediate termination.

- e. The CONSULTANT and its Subcontractors shall, at all times during the Work, maintain the policies of insurance in the minimum coverage amounts set forth in the Agreement. The CONSULTANT'S Commercial General Liability insurance and Automobile Liability Insurance shall name the District as an Additional Insured. All policies of insurance shall include provisions that the policy of insurance will not be materially modified, cancelled, or allowed to expire without at least thirty (30) days advance notice to the District. Prior to commencing the Work, the CONSULTANT shall deliver Certificates of Insurance for the CONSULTANT and its Subcontractors evidencing the required insurance coverages, in the minimum coverage limits required by the Agreement and the District as the Certificate

Holder, along with all required endorsements. Policies of insurance required of the CONSULTANT and Subcontractors is primary; policies of insurance maintained by the District are excess and non-contributory to that of the CONSULTANT'S/Subcontractor's policies of insurance.

- f. All insurance coverage amounts specified hereinabove shall cover only risks relating to, or arising out of, the PROJECT governed by this particular AGREEMENT. The insurance and required amounts of insurance specified above shall not be reduced or encumbered on account of any other projects of the CONSULTANT.

ARTICLE 6 COMPENSATION TO THE CONSULTANT

- 6.1. **Contract Price for Services.** The Contract Price for the CONSULTANT'S performance of CONSULTANT Services for an Assigned Project shall be as set forth in the PAA for an Assigned Project.
- 6.2. **Price Inclusions.** The Contract Price is inclusive of personnel expenses (inclusive of all benefits and burdens), fees and personnel expenses of any sub-consultant or subcontractor to the CONSULTANT, travel for personnel to and from the Site, travel within the Counties of Los Angeles, Orange, Riverside, San Diego, San Bernardino and Ventura, insurance and all other overhead/administrative expenses or costs associated with performance of the Services, except for Allowable Reimbursable Expenses described in this Agreement. The items and services identified in ATTACHMENT B are included in the CONSULTANT'S compensation for CONSULTANT Services.
- 6.3. **CONSULTANT Monthly Billing Statements.** CONSULTANT shall submit monthly billing invoices to the DISTRICT for payment of the Contract Price for CONSULTANT Services due under a PAA, authorized Additional Services, and previously approved and allowable Reimbursable Expenses performed or incurred in the immediately prior month in a format previously approved by the DISTRICT. Previously approved and allowable Reimbursable Expenses shall be itemized and evidence shall be provided of the cost or value of any Allowable Reimbursable Expense costs for which payment is requested by CONSULTANT.
- 6.4. **Payment in Full.** This compensation shall be compensation in full for all services performed by the CONSULTANT under the terms of this AGREEMENT, except where additional compensation is agreed upon between the CONSULTANT and DISTRICT in writing provided for as additional services.
- 6.5. **Reimbursable Expenses.** Expenses incurred by the CONSULTANT and CONSULTANT'S employees to complete CONSULTANT Services under a PAA shall be borne by the CONSULTANT without adjustment of the Contract Price due the CONSULTANT for an Assigned Project, unless the CONSULTANT obtains prior DISTRICT written approval for billing such Reimbursable Expenses. The DISTRICT shall not be liable to CONSULTANT for any costs or expenses paid or incurred by CONSULTANT in performing services for DISTRICT, except Reimbursable Expenses that have been pre-approved in writing.
 - a. Reimbursable expenses are in addition to the Contract Price for an Assigned Project set forth in the PAA and include expenses incurred by the CONSULTANT and CONSULTANT'S employees and CONSULTANTS in the interest of the Assigned Project.

- b. Reimbursable expenses shall be the most economical expense of transportation in connection with the Assigned Project; the most economical expenses in connection with authorized out-of-town travel; and fees paid for securing approval of authorities having jurisdiction over the Assigned Project. CONSULTANT'S normal travel expense (including to and from the Assigned Project) and meals are excluded.
 - c. Expense of reproductions (except those needed for the use of the CONSULTANT and his or her CONSULTANTS or identified specifically as a deliverable), postage and handling of Drawings, Specifications and other documents are reimbursable upon DISTRICT'S prior written approval.
 - d. Expense of renderings, models and mock-ups additionally requested by the DISTRICT if not part of CONSULTANT'S Services will be reimbursed.
- 6.6. **Non Waiver of Rights.** Neither the DISTRICT'S review, approval of, nor payment for, any of the services required under this Agreement or the PAA for an Assigned Project shall be construed to operate as a waiver of any rights under this Agreement or the PAA for an Assigned Project, and CONSULTANT shall remain liable to the DISTRICT in accordance with applicable law for all damages to the DISTRICT caused by CONSULTANT'S failure to fully and timely perform CONSULTANT Services.
- 6.7. **DISTRICT Payment of Contract Price.** Within thirty (30) days of the date of the DISTRICT'S receipt of CONSULTANT'S billing invoices for an Assigned Project, DISTRICT will make payment to CONSULTANT of undisputed amounts of the Contract Price due for CONSULTANT Services, authorized Additional Services, and Allowable Reimbursable Expenses.
- 6.8. **Withholding Payment.** The DISTRICT may, withhold or deduct from amounts otherwise due CONSULTANT hereunder if CONSULTANT shall fail to timely and completely perform material obligations to be performed on its part under this Agreement or a PAA for an Assigned Project, with the amounts withheld or deducted being released after CONSULTANT has fully cured its failure of performance, less costs, damages or losses sustained by the DISTRICT as a result of such failure of performance of a material obligation hereunder.
- 6.9. **Late payments.** Invoices shall be on a form and in the format approved by the DISTRICT. Payments are due and payable upon receipt of the CONSULTANT'S invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the legal rate prevailing at the time, at the site of the PROJECT.
- 6.10. **Schedule Delay.** To the extent that the time initially established for the completion of CONSULTANT'S services is exceeded or extended through no fault of the CONSULTANT, compensation for any services rendered during the additional period of time may be computed as follows: at standard hourly rates (See ATTACHMENT B) or as a fixed fee.

ARTICLE 7 CONSULTANT'S WORK PRODUCT

- 7.1. **DISTRICT Ownership of Documents.** The documents prepared by the CONSULTANT for this PROJECT shall be and remain the property of the DISTRICT. All documents generated or received by the CONSULTANT in completing CONSULTANT Services under this Agreement or a PAA for an

Assigned Project are the sole property of the DISTRICT. All work product of the CONSULTANT generated in connection with the CONSULTANT Services for an Assigned Project are the sole property of the District.

- 7.2. **Documentation.** The CONSULTANT shall make a written record of all meetings, conferences, discussions and decisions made between or among the DISTRICT, CONSULTANT and Contractor during all phases of the PROJECT and concerning associated material conditions in the work. The CONSULTANT shall provide a monthly copy of such record to the DISTRICT for review and comment, make adjustments and provide a final copy to the DISTRICT and a copy to the Contractor upon request.

ARTICLE 8 TERMINATION

- 8.1. **Termination for Convenience.** DISTRICT may, at any time, for the DISTRICT's convenience, terminate this AGREEMENT or a PAA, in whole or in part, by written notice to the CONSULTANT. The effective date of such termination shall be as set forth in the DISTRICT's notice of termination. If this Agreement or a PAA is terminated pursuant to the foregoing, the DISTRICT will compensate CONSULTANT only for services satisfactorily rendered to the effective date of termination.
- 8.2. **Termination for Cause.** DISTRICT may terminate this AGREEMENT or a PAA upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT or a PAA by the CONSULTANT; or (b) any act by CONSULTANT exposing the DISTRICT to liability to others for personal injury or property damage; or (c) CONSULTANT files a bankruptcy petition, CONSULTANT makes a general assignment for the benefit of creditors or a receiver is appointed on account of CONSULTANT'S insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within ten (10) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this AGREEMENT or PAA, as applicable shall upon the expiration of the ten (10) days is deemed terminated without further action of the DISTRICT or CONSULTANT. In the event of such termination, the DISTRICT may secure the CONSULTANT Services subject to this Agreement or a PAA from another contractor without liability to the CONSULTANT. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party or no later than three days after the day of mailing, whichever is sooner.
- 8.3. **Abandonment of Assigned Project.** If the DISTRICT abandons an Assigned Project for more than ninety consecutive days, the CONSULTANT shall be compensated for services satisfactorily performed prior to the abandonment and CONSULTANT may terminate the PAA for such an Assigned Project by giving not less than 7 days written notice to the DISTRICT.
- 8.4. **Non Payment.** The DISTRICT'S failure to make payments to the CONSULTANT in accordance with this AGREEMENT shall be considered substantial nonperformance and cause for termination by the CONSULTANT.
- a. In the event the DISTRICT fails to make timely payment, the CONSULTANT may, upon 7 days written notice to the DISTRICT, suspend performance of services under this AGREEMENT.
 - b. Unless payment in full is received by the CONSULTANT within 7 days of the date of the

notice, the suspension shall take effect without further notice.

- c. In the event of a suspension of services, the CONSULTANT shall have no liability to the DISTRICT for delay or damage caused the DISTRICT because of such suspension of services.

8.5. **CONSULTANT Compensation.** The CONSULTANT shall be compensated for services satisfactorily performed prior to a termination, which is not the fault of the CONSULTANT. The DISTRICT shall pay the CONSULTANT only the fee associated with the services provided, since the last billing and up to the notice of termination.

8.6. **Liability for DISTRICT Damages.** In the event of termination due to the fault of CONSULTANT, CONSULTANT shall receive compensation due for services satisfactorily rendered prior to the date of termination. The CONSULTANT is liable for damages suffered by the DISTRICT due to CONSULTANT'S failure to perform as provided in the AGREEMENT such damages not to exceed the full amount specified as compensation in the applicable PAA.

ARTICLE 9 DISPUTES, MEDIATION AND ARBITRATION

9.1. **Mandatory Mediation Requirements.** All claims, disputes or controversies arising out of or relating to the PROJECT or to this agreement or the breach thereof shall be first attempted to be resolved through mediation using services such as JAMS, ADR, etc. and per the District's discretion.

9.2. **Arbitration.** If mediation is unsuccessful, claims, disputes or controversies arising out of or relating to this AGREEMENT will be decided by arbitration in accordance with the American Arbitration Association then prevailing unless the parties mutually agree otherwise.

- a. No arbitration arising out of or relating to this Agreement shall include, by consolidation, joinder or in any other manner, any additional person not a party to this Agreement except by written consent containing a specific reference to this Agreement and signed by the CONSULTANT, DISTRICT and any other person sought to be joined. Consent to arbitration involving an additional person or persons shall not constitute consent to arbitration of any dispute not described therein or with any person not named therein.
- b. This agreement to arbitrate shall be specifically enforceable in accordance with California law.
- c. Notice of demand for arbitration shall be filed in writing with the other party to this AGREEMENT in accordance with the rules of the American Arbitration Association. The demand shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for arbitration be made after the date when institution of legal or equitable proceedings based upon such claim, dispute or other matter in questions would be barred by the applicable statutes of limitation.
- d. In any judicial proceeding to enforce this agreement to arbitrate, the only issues to be determined shall be those set forth in 9 U.S.C. Section 4 Federal Arbitration act and such issues shall be determined by the court without a jury. All other issues, such as, but not limited to, arbitrability, prerequisites to arbitration, compliance with contractual time limitations, applicability of indemnity clauses, clauses limiting damages and statutes of limitation shall be for the arbitrators whose decision thereon shall be final and binding. There shall be no interlocutory appeal of an order compelling arbitration. The award rendered by the arbitrators shall be final and judgment may be entered upon it in

accordance with applicable law in any court having jurisdiction thereof.

- 9.3. **Work to Continue.** In the event of a dispute between the parties as to performance of the work, the interpretation of this Agreement, or payment or nonpayment for work performed or not performed, the parties shall attempt to resolve the dispute. Pending resolution of the dispute, CONSULTANT agrees to continue to diligently perform and provide services hereunder until completion of the work. If the dispute is not resolved, CONSULTANT agrees it will neither rescind this Agreement nor stop the progress of the work. The DISTRICT and CONSULTANT agreed that, in the event that a dispute comes to litigation, each party will bear its own legal expenses.

ARTICLE 10 DISTRICT'S RESPONSIBILITIES

- 10.1. **DISTRICT Provided Information.** The DISTRICT shall provide to the CONSULTANT full information regarding requirements for the PROJECT, including information regarding the DISTRICT'S objectives, schedule, constraints and criteria.
- 10.2. **DISTRICT Representative.** The DISTRICT shall appoint a representative authorized to act on the DISTRICT'S behalf with respect to the PROJECT. The DISTRICT or its authorized representative shall render decisions in a timely manner pertaining to documents submitted by the CONSULTANT. CONSULTANT shall consult with authorized employees, agents, and representatives of DISTRICT relative to the Project. However, CONSULTANT shall accept directives only from DISTRICT'S designated representative and not from other DISTRICT employees or consultants. The DISTRICT shall notify CONSULTANT in writing if, at its sole option, it makes a change in the DISTRICT representative. Unless modified by written notice by the DISTRICT to the CONSULTANT, the DISTRICT Representative is:

Brandye K. D'Lena, Executive Director of Facilities Planning

- 10.3. **DISTRICT Notification.** The DISTRICT shall give prompt written notice to the CONSULTANT if the DISTRICT becomes aware of any fault or defect in the PROJECT or nonconformance with the contract. However, the DISTRICT'S failure or omission to do so shall not relieve the CONSULTANT of his/her responsibilities hereunder and the DISTRICT shall have no duty to observe, inspect or investigate the PROJECT.
- 10.4. **Reliable Information.** The CONSULTANT may rely on the information provided by DISTRICT but only to the extent such reliance is consistent with CONSULTANT'S obligations under this agreement.

ARTICLE 11 MISCELLANEOUS

- 11.1. **Affirmative Action.** CONSULTANT agrees that CONSULTANT will not engage in unlawful discrimination in employment of persons because of race, ethnicity, religion, nationality, disability, gender, marital status or age of such persons.
- 11.2. **Compliance with Applicable Laws.** The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof. CONSULTANT 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 CONSULTANT, CONSULTANT'S business, equipment and personnel engaged in services covered by this AGREEMENT or accruing out of the performance of such services.

- 11.3. **CONSULTANT Accounting Records.** Pursuant to and in accordance with the provisions of Government Code Section 8546.7 or any amendments thereto, all books, records, and files of the DISTRICT and the CONSULTANT, including, but not limited to the costs of administration of this Agreement, shall be subject to examination and audit of the State Auditor at the request of the DISTRICT or as part of any audit of the DISTRICT for a period of three (3) years after final payment is made under this agreement. During this time, CONSULTANT shall maintain accounting records and make them available upon request of the DISTRICT for reproduction or inspection.
- 11.4. **Review, Approval or Acceptance.** Review, approval or acceptance of CONSULTANT'S work whether by DISTRICT or others, shall not relieve CONSULTANT from responsibility for errors and omissions in CONSULTANT'S work.
- 11.5. **Cumulative Rights; Non Waiver.** Duties and obligations imposed by this Agreement and rights and obligations hereunder are in addition to and not in lieu of any imposed by or available at law or inequity. The failure of DISTRICT or CONSULTANT to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this AGREEMENT shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.
- 11.6. **Employment with Public Agency.** CONSULTANT, if an employee of another public agency, agrees that CONSULTANT will not receive salary or remuneration, other than vacation pay, as an employee of another public agency for the actual time in which services are actually being performed pursuant to this AGREEMENT. Additionally, no member, officer or employee of the DISTRICT during tenure or for one year thereafter, shall have any interest direct or indirect, in this Agreement or the proceeds thereof.
- 11.7. **Governing Law.** This AGREEMENT shall be governed and interpreted in accordance with the laws of the State of California. Jurisdiction for any judicial proceeding commenced under this Agreement or a PAA for an Assigned Project shall be the Orange County Superior Court and venue shall be the Orange County Superior Court Central Justice Center.
- 11.8. **Independent Contractor.** CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT'S employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. CONSULTANT assumes the full responsibility for the acts and/or omissions of his or her employees or agents as they relate to the services to be provided under this AGREEMENT. CONSULTANT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes for the respective CONSULTANT'S employees.
- 11.9. **Marginal Headings; Captions.** The titles of the various Paragraphs of the Agreement and the Articles of these Conditions are for convenience of reference only and are not intended to and in no way shall enlarge or diminish the rights or obligations of CONSULTANT and DISTRICT hereunder.
- 11.10. **Non-Assignment.** The DISTRICT and CONSULTANT, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this AGREEMENT with

respect to the terms of this AGREEMENT. The obligations of the CONSULTANT pursuant to this AGREEMENT shall not be assigned by the CONSULTANT. Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of any third party against either the DISTRICT or CONSULTANT. The sale or transfer of a majority membership interest in CONSULTANT firm or the admission of new member to the CONSULTANT firm which causes there to be a change in majority ownership and / or control of CONSULTANT firm shall be deemed and assignment for purposes of this Agreement. Nothing contained in this Agreement is intended to make any person or entity who is not a signatory to the Agreement a third party beneficiary of any right created by the Agreement or by operation of law.

11.11. **Permits/Licenses.** CONSULTANT and all CONSULTANT'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.

11.12. **Notifications.** All notices or demands to be given under this AGREEMENT by either party to the other shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by registered or certified mail, return receipt requested, with postage prepaid. Service shall be considered given when received if personally served requiring signature acknowledging receipt, or if mailed, on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either party may be changed by written notice given in accordance with the notice provisions of this section.

11.13. **Communications** between the parties shall be sent to the following addresses:

DISTRICT
Brandye K. D'Lena
Executive Director of Facilities Planning
South Orange County
Community College DISTRICT
28000 Marguerite Parkway
Mission Viejo, CA 92692
bdlena@socccd.edu

CONSULTANT
Andy Lau
Administration Manager
TGS Enterprises, Inc. dba The Solis Group
131 N. El Molino Ave., Suite 100
Pasadena, CA 91101
alau@thesolisgroup.com

Copy to:
Priya Jerome
Executive Director, Procurement,
Risk Management, and Central
Services 28000 Marguerite Parkway
Mission Viejo, CA 92692
pjerome@socccd.edu

11.14. **Severability.** If any provision of this Agreement is deemed illegal, invalid unenforceable or void by any court of competent jurisdiction, such provision shall be deemed stricken and deleted herefrom, but all remaining provisions will remain and continue in full force and effect.

11.15. **Entire Agreement / Amendment.** This AGREEMENT and any Attachments attached hereto represent the entire AGREEMENT between the DISTRICT and CONSULTANT and supersede all prior negotiations, representations or agreements, either written or oral with respect to the services contemplated. This AGREEMENT may be amended or modified only by an agreement in writing

signed by both the DISTRICT and the CONSULTANT.

11.16. **Binding Agreement.** The DISTRICT and CONSULTANT, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this AGREEMENT with respect to the terms of this AGREEMENT.

This AGREEMENT entered into as of the day and year first written above.

CONSULTANT
TGS Enterprises, Inc. dba The Solis Group

DISTRICT
South Orange County Community College District

Terry E. Solis
Chair and Secretary of the
Board of Directors

Ann-Marie Gabel
Vice Chancellor, Business Services

(Date)

(Date)

(Taxpayer number)

- Attachment A Proposal
- Attachment B Criteria and Billing for Extra Work
- Attachment C Project Assignment Amendment

**PROPOSAL
ATTACHMENT A TO
AGREEMENT FOR ON-GOING LABOR COMPLIANCE SERVICES**

ATTACHMENT A FOLLOWS ATTACHMENT C IN THIS PACKET

**CRITERIA AND BILLING FOR EXTRA WORK
ATTACHMENT B TO
AGREEMENT FOR ON-GOING LABOR COMPLIANCE SERVICES**

The following rates, which include overhead, administrative cost and profit, shall be utilized in arriving at the fee for extra services. The hourly rates reflected below shall be effective as of the date of execution of this Contract and shall be revised each twelve months; thereafter based upon changes in the Consumer Price Index for the previous twelve-month period, using the CPI – Urban Wage Earners – All Items, twelve month average for the geographical area of the CONSULTANT and each sub-consultant involved in the PROJECT.

Labor Compliance Principal	\$160
Labor Compliance Project Manager	\$130
Labor Compliance Analyst	\$ 95
Labor Compliance Field Visit	\$ 95
Labor Compliance Support Staff	\$ 60

**PROJECT ASSIGNMENT AMENDMENT
ATTACHMENT C TO
AGREEMENT FOR ON-GOING LABOR COMPLIANCE SERVICES**

This Project Assignment Amendment (“PAA”) is entered by and between South Orange County Community College District and _____ (“Consultant”) as [of Click here to enter a date..](#)

Whereas, the District entered into a written Agreement entitled Agreement for On-Going Labor Compliance Services (“Agreement”) generally establishing terms and conditions for the Consultant’s labor compliance services.

Whereas, this PAA sets forth the specific terms and conditions applicable to the District assignment of the Assigned Project to the Consultant for the completion of labor compliance services.

NOW THEREFORE, the District and Engineer and agree as follows:

1. Assigned Project Description. The Assigned Project is described as follows:

2. Consultant Personnel. Consultant Personnel for the Assigned Project are:

Title/Description	Name
Project Executive	
Project Manager	

3. Assigned Project Schedule. The Consultant’s completion of Consultant Services for the Assigned Project shall be in accordance with the following Assigned Project Schedule:

Construction Activity	Completion Date
	Click here to enter a date.
	Click here to enter a date.
	Click here to enter a date.

4. Assigned Project Contract Price. The Contract Price for the Assigned Project [is Choose an item.](#)

5. Agreement Terms. All terms of the Agreement are incorporated herein and applicable to the Assigned Project, except as modified by the terms of this PAA.

The District and Consultant have executed this PAA as of the date set forth above.

“District”

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

By: _____

Title: _____

“Consultant”

By: _____

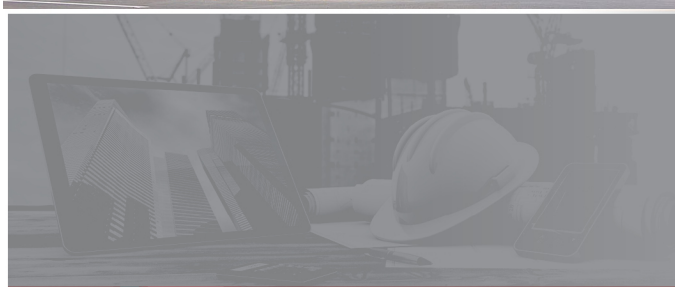
Title: _____

Qualifications and Proposal for Labor Compliance Services

PROPOSAL



South Orange County
Community College District
December 5, 2018





Qualifications and Proposal to Provide Labor Compliance Services

Personnel

TSG has the ability to satisfactorily perform the required services as demonstrated in answers provided in the table below.

a	TSG has six (6) qualified in-house staff.	
b	All services will be performed in-house.	
c	No subcontractors will be used on this contract.	
d	Qualifications for TSG personnel assigned to District projects:	
	Jeremy Turner, Project Manager	Elizabeth Solís, Principal-in-Charge
i	Yes. Jeremy possess the minimum qualifications to perform the services provided.	Yes. Elizabeth possess the minimum qualifications to perform the services provided.
ii	Yes. Jeremy has the knowledge and understanding of terms and conditions, major services and activities required to perform services provided.	Yes. Elizabeth has the knowledge and understanding of terms and conditions, major services and activities required to perform services provided.
iii	Yes. Jeremy exceeds the minimum of five years of directly related experience.	Yes. Elizabeth exceeds the minimum of five years of directly related experience.
iv	No. TSG has not entered into a subcontract with any firms who are ineligible to perform work on a public works project pursuant to Labor Code 17777.1 or 17777.7.	

For more than 26 years, our firm has provided labor compliance services to public agencies for their construction programs. Project Manager Jeremy Turner will be your point of contact and will oversee all TSG activities. **Jeremy** has over **eight years** in the industry and has worked on 93 projects for public works agencies. Principal-in-Charge **Elizabeth Solís**, with more than **20 years** in the industry, provides expert labor compliance program oversight services including contractor relations, dispute resolution, and contract interpretation. Elizabeth's expertise lies in



Qualifications and Proposal to Provide Labor Compliance Services

developing and implementing public agency compliance programs by developing cooperative approaches with the project team that lead to demonstrative program success.

Jeremy will be supported by Elizabeth Solís and a small team of specialists for day-to-day tasks, and through the balance of our 33-person staff should the need arise. We work in teams to support your projects, assigning specific tasks to core team members to ensure that quality work products are delivered on time. Our team structure allows us to accomplish the work at the right billing rate, pushing work down to the least expensive qualified staff members and keeping costs in line. All TSG staff have been selected for their distinct and thorough knowledge of what it takes to successfully deliver this labor compliance contract for the District.

We have provided resumes for our personnel assigned to the District, Project Manager Jeremy Turner and Principal-in-Charge Elizabeth Solís, on the following pages.

All proposed TSG participants meet or exceed the minimum qualifications specified in the District's RFP.



Qualifications and Proposal to Provide Labor Compliance Services

Jeremy Turner

Project Manager

While working for TSG for more than eight years, Jeremy has provided labor compliance services on ninety-three (93) public works projects. **Forty-six (46) of these projects were for Southern California public schools.** Jeremy is responsible for the TSG labor compliance team and oversees the compliance data collection and analysis. He is known for his proactive approach to compliance and his communication skills that he uses regularly to ensure contractor compliance on the projects. Jeremy's projects achieve compliance success due to his ability to explain the requirements in a clear and concise manner to all stakeholders.

His principal responsibilities include the following tasks:

- Contractor education and support
- Certified payroll record audit
- Oversight of job site monitoring
- Proactively identifying claims issues
- Audits and investigations
- Document control management
- Compliance enforcement
- Accurate, on-time agency reporting

Representative Projects

- **Coast Community College District**, Measure M Facilities Bond Construction & Modernization Program, 08/2013 – current
- **Rancho Santiago Community College District**, Facilities Bond Construction & Modernization Program, 09/2014 – current
- **Rio Hondo Community College District**, Measure A Facilities Bond Construction & Modernization Program, 02/2005 – 03/2013
- **Anaheim Union High School District**, Measure H General Obligation Bond Construction and Major Rehabilitation Program, 04/2018 – current
- **Anaheim Elementary School District**, Measure J General Obligation Bond Construction and Major Rehabilitation Program, 10/2018 – current
- **Azusa Unified School District**, Measure K General Obligation Bond Construction and Major Rehabilitation Program, 01/2017– current
- **Bassett Unified School District**, Construction and Major Rehabilitation Program, 02/2018 – current, 05/2016 – 09/2016
- **El Monte Union High School District**, Measure D Facilities Bond Construction & Modernization Program, 03/2014 – current
- **Whittier City School District**, Measure Z Facilities Bond Construction & Modernization Program, 05/2018 – current, 05/2015 – 11/2016
- **Montebello Unified School District**, Measure GS Facilities Bond Construction & Modernization Program, 02/2018 – current



Qualifications and Proposal to Provide Labor Compliance Services

Elizabeth Solís

Principal-in-Charge

A twenty-year (20) industry veteran, Elizabeth provides program management oversight and technical advisory skills for public works projects. Her expertise lies in the development and implementation of public agency compliance programs including labor compliance programs, DBE/SBE programs, project labor agreement administration, and targeted worker programs. Her years of experience have given her a thorough understanding of federal, state, and local funding regulations and requirements.

As a Technical Advisor, Elizabeth embraces her role as the bridge between the District and contractors. She has developed a unique set of skills that bring a new perspective to compliance program management. Her experience working as a member of the contractor's project team, as well as working as an owner's representative in a program management oversight role, has given her insight into how to manage a compliance program that will be successful and exceed program goals. Her exceptional communication skills enable her to convey the owner's program objective to stakeholders and contractors, and to develop cooperative approaches with the project team that lead to demonstrative program success.

Representative Projects

- **Coast Community College District**, Measure M Facilities Bond Construction & Modernization Program, 08/2013 – current
- **Rancho Santiago Community College District**, Facilities Bond Construction & Modernization Program, 09/2014 – current
- **Long Beach Community College District**, Measure E Facilities Bond Construction & Modernization Program, 02/2001 – current
- **Rio Hondo Community College District**, Measure A Facilities Bond Construction & Modernization Program, 02/2005 – 03/2013
- **Anaheim Union High School District**, Measure H General Obligation Bond Construction and Major Rehabilitation Program, 04/2018 – current
- **Azusa Unified School District**, Measure K General Obligation Bond Construction and Major Rehabilitation Program, 01/2017– current
- **Bassett Unified School District**, Construction and Major Rehabilitation Program, 02/2018 – current, 05/2016 – 09/2016
- **El Monte Union High School District**, Measure D Facilities Bond Construction & Modernization Program, 03/2014 – current
- **Whittier City School District**, Measure Z Facilities Bond Construction & Modernization Program, 05/2018 – current, 05/2015 – 11/2016



Qualifications and Proposal to Provide Labor Compliance Services

Services

We have developed a comprehensive work plan to ensure the District's stays in compliance with California labor laws and codes. All services will be performed in-house. No subcontractors will be used for this contract. Our scope of work will include the following tasks.

Assist the District in obtaining PWC100 Project Number

We will assist the District in opening the project with the DIR to include assistance with obtaining PWC100 project numbers. We will also provide training in the process for the District staff so they are able to perform the task for other, smaller projects.

Advise Contractors of All Labor Compliance Requirements

We will conduct the following activities related to pre-construction activities:

- Inform the contractor(s), via pre-bid and/or pre-construction meetings of the California Labor Code requirements:
 - Payment of prevailing wages
 - Fringe Benefit Statement submittal
 - Use of apprenticeships
 - Required submittals (Certified Payroll Records and related documents, Apprenticeship program participation forms (DAS-140 and CAC-2)
 - Non-Discrimination in Employment Practices
 - Placement of required posters
 - Anti-kickback provisions
 - Subcontractor listing requirements
 - Licensing requirements
 - Unfair Competition Requirements
 - Worker's Compensation Insurance requirements
 - Penalties
- Provide the contractor(s) with the applicable prevailing wage determination(s) for the project
- Provide the contractor(s) with appropriate blank forms, document submittal schedule and checklist for submitting applicable documents
- Provide technical assistance to the contractor(s) and awarding body, including contact telephone number for contractors to call for assistance and dedicated email address where contractors and District staff can send or request information

Compliance Monitoring

We will conduct the following activities related to monitoring and enforcement of prevailing wages and apprenticeship requirements:



Qualifications and Proposal to Provide Labor Compliance Services

- We receive, securely store, review and audit Certified Payroll Records (CPR's), Fringe Benefit Statements, Trustee Reports, DAS-140 and CAC-2, and related documents
- Verify payments by conducting regular and timely spot audits and, when necessary complete audits, of compliance documents and cross check the information with related documents
- Request supporting documents including: Inspector Logs, Job Logs, timesheets, sign-in sheets (when available), and contact Trust Funds (if applicable), when required
- Conduct interviews of workers in such frequency as may be necessary to assure compliance. This information will be crosschecked against the CPR's and related documents

Compliance Enforcement

The following enforcement activities will be conducted:

- Monthly notification of missing or delinquent documents and corrective actions through the use of a Delinquent Documents Form to both the contractor and awarding body
- Notification of wages and penalties due through the use of a Prevailing Wages Audit Worksheet
 - When documents are not received, we will inform the awarding body of recommended penalty-related contract amounts to be withheld for contractor(s) failure to submit timely documents
- Provide copies of all related correspondence and notifications to the awarding body
- Notification to the contractor(s) of Right to Obtain a Review of Assessment and/or conduct Settlement Meeting
- Collect and distribute wage restitutions to affected employees
- Notify awarding body of underpayment amounts and recommended assessment of liquidated damages and penalties to be withheld
- Collect labor compliance affidavits, prior to the closeout of the project, from the prime contractor affirming that they, and all subcontractors, have complied with Davis-Bacon regulations
- Provide a final summary at end of project of items due

It is our practice to communicate with contractors and owners regarding apparent or potential violations of the California Labor Code, to ensure that contractors are aware of the requirements and have an opportunity to promptly and voluntarily resolve any issues. If issues are not promptly and voluntarily resolved and a determination of a Labor Code violation is reached, penalty assessment is recommended in accordance with Labor Code requirements.

Coordination activities with public and private agencies, and the awarding body

Potential project participants (auditors, interested parties) with whom we will coordinate include the following:



Qualifications and Proposal to Provide Labor Compliance Services

- California Department of Industrial Relations
- California Division of Labor Standards Enforcement
- Division of Apprenticeship Standards

Coordination activities include:

- Provide copies of compliance and enforce action notices and correspondence to the awarding body
- Respond to public records inquiries and request for copies of documents such as Certified Payroll Records. Copies of such records will be redacted according the California Labor Code before release
- Coordinate investigations and enforcement actions (e.g., California Labor Commissioner)
- Coordinate enforcement actions and Settlement Meetings with the awarding body's legal Counsel

Provide Required Reports

We will provide the following reports:

- A Monthly Status Report that will include the following elements:
 - An Executive Summary for the reporting period
 - Identification of enforcement activities taken and results
 - Restitution wages, penalties and liquidated damages assessed and collected
 - A matrix identifying current issues and their status
 - List of projects monitored
- Annual Report that will include the following elements:
 - An Executive Summary
 - Identification of enforcement activities taken and results
 - Restitution wages, penalties and liquidated damages assessed and collected
- Project Closeout Report, composed of the elements included in the Monthly Report, and including items that may be due but do not affect the completion of the project

The following databases will be maintained and provided with the reports

- A database of employees interviewed and findings, wage restitutions, and liquidated damages assessed and collected

We will provide support, as necessary, to assist the District in fulfilling its state reporting requirements.

The following services are **included** in the proposed fee for labor compliance services:

In the event that an investigation and informal settlement conference with the affected contractor(s) fails to resolve an apparent violation, we will prepare the following on behalf of the Awarding Body:

1. *An audit*
2. *Summary of the findings and investigation*



**Qualifications and Proposal to Provide
Labor Compliance Services**

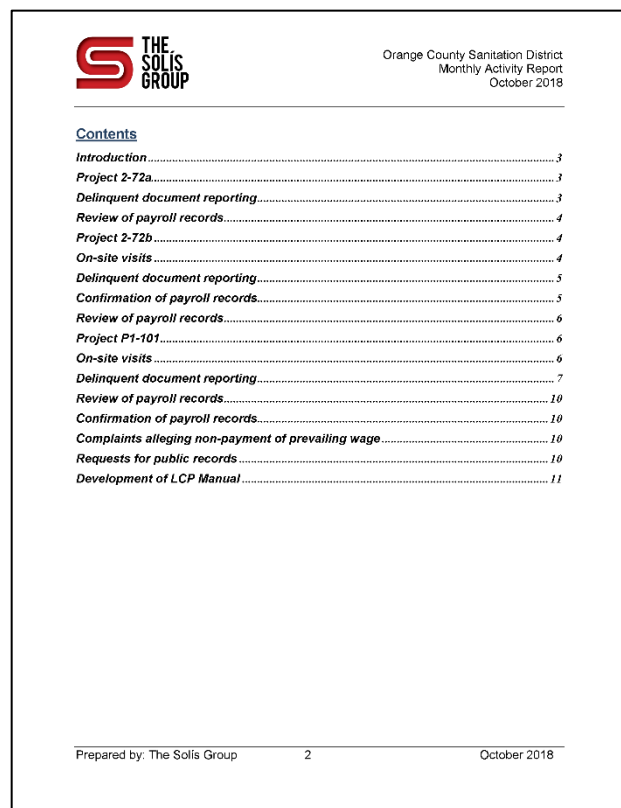
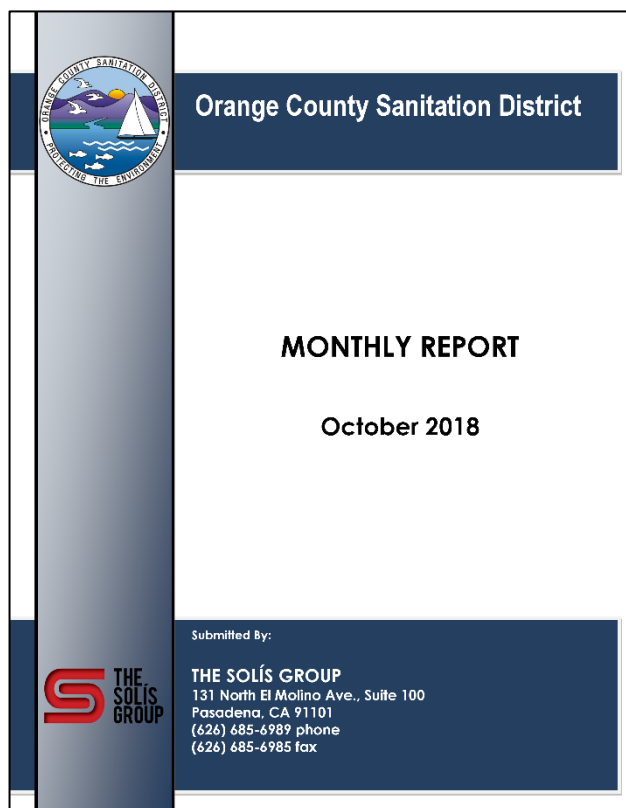
3. Notice of Withholding of Contract Payments
4. Notice to the California Labor Commissioner Requesting Approval of Forfeitures,
5. Transmittal of Notice of Forfeitures to the affected contractor(s)

The following services are **not included** in the proposed fee for labor compliance services; but are provided at additional cost, as noted below:

In the event that an affected contractor or subcontractor fails to resolve the apparent violation and requests a hearing before the Department of Industrial Relations, upon written authorization of the Awarding Body, we will provide any support required to participate in or prepare the District for hearing(s) before the Department of Industrial Relations or any appeals of any DIR findings. Compensation for services related to assisting with a hearing shall be at our standard hourly rates and at the direct cost for our Labor attorney services.


Monthly Status Reports – Sample Copy

Below, we have provided a sample report that we generate each month for our labor compliance contract clients.





Qualifications and Proposal to Provide
Labor Compliance Services



THE SOLIS GROUP

Orange County Sanitation District
Monthly Activity Report
October 2018

Introduction

The Solis Group (TSG) was contracted by the OCSD to provide services in the form of Labor compliance and LCP Manual Development and application for approval. The labor compliance portion of services was review certified payroll and prevailing wage documentation for OCSD's P1-101 Sludge Dewatering and Odor Control at Plant No.1 project (P1-101), the 2-72 Phase A - Newhope - Placentia Trunk Sewer Replacement (2-72A), and the 2-72 Phase B- Newhope - Placentia Trunk Sewer Replacement (2-72B). TSG is in the process of retroactively reviewing project documentation, tracking, filing and auditing submitted paperwork for prevailing wage violations. Contractor will be contacted in relation to their submittal deficiencies. Below is the month's activities and contractor status for each project followed by the current status of the LCP Manual development.


Project 2-72A

Documentation has been received from the district and TSG is in the process of auditing project certified payroll documents and reviewing for any violations.

DELINQUENT DOCUMENT REPORTING

California Code of Regulations (CCR) §16421(a)(3) requires that each contractor furnish TSG with Certified Payroll Reports (CPRs) at least monthly. The following spreadsheet details CPRs that have been received and identifies CPRs that have not been submitted within a month, referred to as Delinquent Documents.

Contractor	First CPR Date:	Latest CPR Date:	Missing CPR Weeks ending:	Missing Documents	Contractor Status
All American Asphalt	8/13/2016	8/26/2017	None	DAS 140, & DAS 142 (Missing DAS information cannot be retro actively submitted)	Closed
BC Traffic Specialist	5/28/2016	9/16/2017	None	DAS 140, & DAS 142 (Missing DAS information cannot be retro actively submitted)	Closed
Oak West	9/10/2017	10/1/2017	None	DAS 140, & DAS 142 (Missing DAS information cannot be retro actively submitted)	Closed
Olson Precast	6/5/2016	9/17/2017	None	DAS 140, & DAS 142 (Missing DAS information cannot be retro actively submitted)	Closed
Pipe Jacking	12/25/2016	6/25/2017	None	DAS 140, & DAS 142 (Missing DAS information cannot be retro actively submitted)	Closed



THE SOLIS GROUP

Orange County Sanitation District
Monthly Activity Report
October 2018

REVIEW OF PAYROLL RECORDS

All submitted CPRs follow TSG's process for orderly review in accordance with California Labor Code §1771.5(b) and CCR §16432(b). This includes cross-referencing available Site Interviews and Payment Confirmations. Issues that arose this period as a result of auditing payroll records are listed below.

Contractor	First CPR Date:	Latest CPR Date:	Missing CPR Weeks ending:	Missing Documents	Contractor Status
Trautwein Construction	5/7/2017	2/19/2018	None	DAS 140, & DAS 142 (Missing DAS information cannot be retro actively submitted)	Closed

REVIEW OF PAYROLL RECORDS

All submitted CPRs follow TSG's process for orderly review in accordance with California Labor Code §1771.5(b) and CCR §16432(b). This includes cross-referencing available Site Interviews and Payment Confirmations. Issues that arose this period as a result of auditing payroll records are listed below.

Project	Contractor	Issue Description	Resolution
2-72A	N/A	N/A	N/A


Project 2-72B

Documentation has been received from the district and TSG is in the process of auditing project certified payroll documents and reviewing for any violations.

ON-SITE VISITS

The Solis Group (TSG) is contractually required to visit Prop. 84 funded active project sites on a weekly basis. The following spreadsheet lists each day a site was visited and each instance of an onsite interview of a worker, by contractor for the month of October 2018.

Site	Interview Date	Number of Workers Interviewed	Contractor
OCSD - 2-72B	10/10/18	3	OHL
OCSD - 2-72B	10/11/18	2	Helix
OCSD - 2-72B	10/11/18	1	Ninyo & Moore
OCSD - 2-72B	10/11/18	1	Olson Precast
OCSD - 2-72B	10/19/18	3	OHL
OCSD - 2-72B	10/19/18	1	Ninyo & Moore
OCSD - 2-72B	10/24/18	3	OHL



THE SOLIS GROUP

Orange County Sanitation District
Monthly Activity Report
October 2018

REVIEW OF PAYROLL RECORDS

All submitted CPRs follow TSG's process for orderly review in accordance with California Labor Code §1771.5(b) and CCR §16432(b). This includes cross-referencing available Site Interviews and Payment Confirmations. Issues that arose this period as a result of auditing payroll records are listed below.

Project	Contractor	Issue Description	Resolution
2-72B	N/A	N/A	N/A

Project P 1-101

ON-SITE VISITS

The Solis Group (TSG) is contractually required to visit Prop. 84 funded active project sites on a weekly basis. The following spreadsheet lists each day a site was visited and each instance of an onsite interview of a worker, by contractor for the month of October 2018.

Site	Interview Date	Number of Workers Interviewed	Contractor
OCSD - P 1- 101	10/1/18	4	WM Lyles
OCSD - P 1- 101	10/1/18	1	Helix
OCSD - P 1- 101	10/11/18	3	WM Lyles
OCSD - P 1- 101	10/11/18	2	Helix
OCSD - P 1- 101	10/19/18	1	WM Lyles
OCSD - P 1- 101	10/19/18	2	Helix
OCSD - P 1- 101	10/19/18	2	BEC
OCSD - P 1- 101	10/24/18	3	WM Lyles
OCSD - P 1- 101	10/24/18	2	Helix
OCSD - P 1- 101	10/29/18	2	WM Lyles
OCSD - P 1- 101	10/29/18	1	Baker Electric

DELINQUENT DOCUMENT REPORTING

California Code of Regulations (CCR) §16421(a)(3) requires that each contractor furnish TSG with Certified Payroll Reports (CPRs) at least monthly. The following spreadsheet details CPRs that have been received and identifies CPRs that have not been submitted within a month, referred to as Delinquent Documents.


Contractor	First CPR Date:	Latest CPR Date:	Missing CPR Weeks ending:	Missing Documents	Contractor Status
OHL USA	9/2/18	10/14/18	None	LC Checklist & DAS 142	Delinquent
BC Traffic Specialties	9/1/18	10/27/18	None	LC Checklist	Delinquent
Cell-Crete	Not yet started	Not yet started	Not yet started	DAS 142 & Fringe benefit statement	Not yet started
Materia Transport	Not yet started	Not yet started	Not yet started	LC Checklist, DAS 142, Fringe benefit statement	Not yet started
Olson Precast	10/14/18	10/21/18	None	LC Checklist, DAS 142, Fringe benefit statement	Delinquent
Pacific Boring	10/2/18	10/2/18	None	None	Current
R.J. Noble Company	Not yet started	Not yet started	Not yet started	LC Checklist	Not yet started

CONFIRMATION OF PAYROLL RECORDS

CCR §16432(c) requires that contractors provide confirmation of payments reported on CPRs. The following spreadsheet details the status of Payment Confirmation Requests for the month of October 2018.

Project	Contractor	Requested Week Ending	Date sent	Received? (Yes/No)
2-72B	OHL	9/30/18	10/19/18	Yes

Prepared by: The Solis Group 5 October 2018



THE SOLIS GROUP

Orange County Sanitation District
Monthly Activity Report
October 2018

REVIEW OF PAYROLL RECORDS

All submitted CPRs follow TSG's process for orderly review in accordance with California Labor Code §1771.5(b) and CCR §16432(b). This includes cross-referencing available Site Interviews and Payment Confirmations. Issues that arose this period as a result of auditing payroll records are listed below.

Project	Contractor	Issue Description	Resolution
2-72B	N/A	N/A	N/A

Project P 1-101

ON-SITE VISITS

The Solis Group (TSG) is contractually required to visit Prop. 84 funded active project sites on a weekly basis. The following spreadsheet lists each day a site was visited and each instance of an onsite interview of a worker, by contractor for the month of October 2018.

Site	Interview Date	Number of Workers Interviewed	Contractor
OCSD - P 1- 101	10/1/18	4	WM Lyles
OCSD - P 1- 101	10/1/18	1	Helix
OCSD - P 1- 101	10/11/18	3	WM Lyles
OCSD - P 1- 101	10/11/18	2	Helix
OCSD - P 1- 101	10/19/18	1	WM Lyles
OCSD - P 1- 101	10/19/18	2	Helix
OCSD - P 1- 101	10/19/18	2	BEC
OCSD - P 1- 101	10/24/18	3	WM Lyles
OCSD - P 1- 101	10/24/18	2	Helix
OCSD - P 1- 101	10/29/18	2	WM Lyles
OCSD - P 1- 101	10/29/18	1	Baker Electric

Prepared by: The Solis Group 6 October 2018





Qualifications and Proposal to Provide
Labor Compliance Services

THE SOLIS GROUP Orange County Sanitation District
Monthly Activity Report
October 2018

DELINQUENT DOCUMENT REPORTING

California Code of Regulations (CCR) §16421(a)(3) requires that each contractor furnish TSG with Certified Payroll Reports (CPRs) at least monthly. The following spreadsheet details CPRs that have been received and identifies CPRs that have not been submitted within a month, referred to as Delinquent Documents.

Contractor	Latest CPR Date	Missing CPRs	Missing Documents (For current project work)	CPR Auditing for work prior to TSG Arrival	Fringe Payments for work prior to TSG Arrival
W. M. Lyles	9/27/18	7/5/18-8/30/18	DAS 142 & a Trust Fund Report for 9/18	100%	100%
A1 Fire Protection	10/5/18	6/29/18-7/13/18	None	100%	100%
Allied Steel Co.	9/9/18	6/24/18-7/22/18	6/18, 7/18, 9/18	100%	100%
Baker Electric	10/14/18	3/25/18, 6/24/18-7/22/18	Trust Fund Reports for 3/18, 4/18, 6/18, 7/18, 8/18	100%	100%
Building Electronic Controls	8/19/18	7/8/17, 6/3/18-7/1/18, 8/28/18+	Trust Fund Reports for 6/18, 7/18, 8/18	100%	100%
Crown Fence Co	12/4/16	None	None	100%	100%
Dave's Door and Hardware	10/20/18	8/24/17, 2/3/18-2/24/18, 6/23/18-7/14/18, 8/15/18, 9/29/18	Trust Fund Reports for 2/18, 3/18, 6/18, 7/18, 8/18	100%	0%
Dayton Certified Welding	9/16/18	9/23/18+	Trust Fund Report for 9/18	100%	100%
Delta Enterprises, Inc.	6/26/16	None	LC Checklist, DAS 140, DAS 142	100%	100%
Eckles Construction	10/7/17	None	None at this time	70%	100%
Electric Power Systems	9/15/18	9/22/18+	Trust Fund Reports for 7/18, 9/18	100%	100%
Facilities Engineering	11/22/15	None	None	100%	100%
Fallbrook Glass	7/31/16	None	LC Checklist, all Trust Fund Reports	100%	0%

THE SOLIS GROUP Orange County Sanitation District
Monthly Activity Report
October 2018

Contractor	Latest CPR Date	Missing CPRs	Missing Documents (For current project work)	CPR Auditing for work prior to TSG Arrival	Fringe Payments for work prior to TSG Arrival
Forkert Engineering & Surveying	4/22/17	None	LC Checklist, DAS 142, all Trust Fund Reports	100%	0%
Garret Concrete Coiling	2/24/18	None	Trust Fund Reports for 6/14, 1/16, 5/16, 12/16, 10/17 & 2/18	100%	0%
Griffin Contract Dewatering	6/8/14	None	LC Checklist, all Trust Fund Reports	100%	0%
Hardy & Harper	7/4/17	1/17/17, 7/11/17+ (or Final)	LC Checklist, Trust Fund Reports for 1/17-3/17	100%	100%
Harris Rebar	8/26/18	1/18/15, 7/16/17 - 10/1/17, 6/17/18-7/1/18, 9/21/18+	DAS 142	80%	100%
Helix Electric	10/1/18	9/24/17 - 10/15/17, 5/27/18-7/15/18	All Trust Fund Reports	100%	0%
Infinity Drywall	10/14/16	6/17/18-7/15/18	All Trust Fund Reports	100%	0%
ISEC, Inc.	12/18/18	None	Closed	100%	100%
K & F Electric	8/19/18	6/10/18-7/8/18, & 8/29/18+	None at this time	100%	100%
Kretschmar & Smith	10/17/15	None	LC Checklist, DAS 140, DAS 142	100%	100%
Malcolm Drilling Co.	10/23/15	None	LC Checklist, DAS 140, DAS 142, all Trust Fund Reports	100%	0%
Millennium Fire Protection	9/22/18	7/29/17 - 9/9/17, 6/23/18-7/14/18	DAS 142, all Trust Fund Reports	90%	0%
Modern Air	12/2/15	None	All Trust Fund Reports	80%	0%
Moore Flooring	9/28/16	10/5/16+ (or Final)	LC Checklist, DAS 140, DAS 142, all Trust Fund Reports	100%	0%

THE SOLIS GROUP Orange County Sanitation District
Monthly Activity Report
October 2018

Contractor	Latest CPR Date	Missing CPRs	Missing Documents (For current project work)	CPR Auditing for work prior to TSG Arrival	Fringe Payments for work prior to TSG Arrival
National Coating & Lining	10/21/18	8/1/14 - 6/8/14, 6/24/18-7/22/18	LC Checklist, Trust Fund Reports for 2/18, 6/18, 9/18	75%	20%
Old Castle Precast	11/19/16	12/13/14-12/27/14	LC Checklist, DAS 140, DAS 142, & Trust Fund Reports for 2/14, 12/14, 3/16	90%	50%
Performance Contracting	1/1/17	None	LC Checklist, DAS 140, DAS 142, all Trust Fund Reports (2016)	100%	75%
Pre-Fab Builders	7/31/17	None	LC Checklist, DAS 142, Trust Fund Reports for 3/18, 8/18-7/16	100%	100%
Safway Services	5/21/16	None	LC Checklist, DAS 140, DAS 142, all Trust Fund Reports	100%	20%
Schnabel Foundation Company	5/20/14	None	LC Checklist, DAS 140, DAS 142	100%	100%
Silverado Contractors	10/5/18	1/6/17, 6/1/18-5/22/18	DAS 142, Trust Fund Reports for 8/13-9/13, 4/15, 4/16-5/16, 1/17-2/17, 6/18-9/18	100%	0%
TeraBand Technologies	9/30/18	2/25/18, 6/17/18-7/21/18	All Trust Fund Reports	100%	0%
Thyssenkrupp Elevator	10/11/18	Need First CPR labelled #1	LC Checklist, DAS 140, DAS 142, Fringe Benefit statement	100%	100%
United Team Mechanical	10/21/18	11/30/14, 7/23/17 - 8/13/17, 6/24/18-7/15/18	All Trust Fund Reports	100%	50%
Zak Controls	7/22/18	6/10/18-7/8/18, 7/29/18+	LC Checklist, DAS 140, DAS 142, all Trust Fund Reports	100%	0%

Prepared by: The Solis Group 9 October 2018

THE SOLIS GROUP Orange County Sanitation District
Monthly Activity Report
October 2018

REVIEW OF PAYROLL RECORDS

All submitted CPRs follow TSG's process for orderly review in accordance with California Labor Code §1771.5(b) and CCR §16432(b). This includes cross-referencing available Site Interviews and Payment Confirmations. Issues that arose this period as a result of auditing payroll records are listed below.

Project	Contractor	Issue Description	Resolution
P- 101	N/A	N/A	N/A

No issues were discovered in this month's review of payroll.

CONFIRMATION OF PAYROLL RECORDS

CCR §16432(c) requires that contractors provide confirmation of payments reported on CPRs. The following spreadsheet details the status of Payment Confirmation Requests for the month of October 2018.

Project	Contractor	Requested Week Ending	Date sent	Received? (Yes/No)
P- 101	W.M.Lyles	9/13/18	10/16/18	Yes
P- 101	W.M.Lyles	9/20/18	10/16/18	Yes
P- 101	Baker Electric	9/16/18	10/16/18	Pending
P- 101	Helix	9/30/18	10/16/18	Yes
P- 101	National Coating	9/16/18	10/16/18	Yes

COMPLAINTS ALLEGING NON-PAYMENT OF PREVAILING WAGE

CCR §16434(b) states that upon receipt of a written complaint alleging underpayment of prevailing wages, TSG is required to acknowledge the complaint, notify the contractor, and perform a full audit on the alleged violation. Through October 2018, TSG has not received any complaints from workers alleging an underpayment of prevailing wage rates on the project.

REQUESTS FOR PUBLIC RECORDS

TSG processes requests for Payroll Records in accordance with CLC §1776 (e). The following spreadsheet details requests that have been made and/or processed during this month:

Project	Contractor	Requesting Party	Fulfilled?
N/A	N/A	N/A	N/A

Prepared by: The Solis Group 10 October 2018





Qualifications and Proposal to Provide Labor Compliance Services

Sample Project Fixed Fee

Program Manager/District Provided Data			Labor Compliance Services		
Project Description	Construction Value	Construction (plus 2 months closeout)	Estimated # Hours/ Month	Total Monthly Fee	Total Life of Project Fee
Calatrava Building Project	\$39,500,000	24+2	21	\$2,587	\$67,262
				Total Cost	\$67,262

This cost proposal is based on the District-provided construction duration plus two months for project closeout activities. Should actual construction extend beyond the anticipated duration we will continue providing service for the stated monthly cost until construction is completed.

TSG does not have any constraints or assumptions that affect our proposed fee.

Attachment F

**LABOR COMPLIANCE SERVICES FOR SAMPLE PROJECT, CALATRAVA BUILDING PROJECT
PROPOSAL FORM**

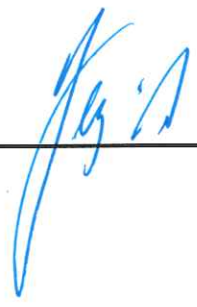
The "Not to Exceed" proposal amount is to include all costs for the Labor Compliance Services scope of work. The actual contract amount may be negotiated.

Proposed Amount for the Labor Compliance Services for Sample Project, Calatrava Building Project:

"Total Not to Exceed Amount" \$ 67,262

The Solis Group 12/5/2018

Labor Compliance Firm Name



Signature and Date

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 Student Travel: Field Trips and Excursions.

STATUS

The student out of state travel item listed in EXHIBIT A has 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.

Out of State Student Travel
03/25/19
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
California Nursing Student Association (CNSA) National Student Nurses Association State Conference, Salt Lake City, UT	4/02/19 to 4/07/19	5	1	\$6829.58 (Meals, Lodging, Entry Fees, Flight)	ASG: \$5122.18 CNSA Club: \$1707.40	SC

Student Course Travel (Board approved curriculum)

Course Name and Catalog Number	Trip Dates Inclusive, to/from	Location of travel	Course fee per student	Enrollment Capacity	College
Geology 170 – Geology of the National Parks Catalog #: 356130.07	06/08/19 to 06/19/19	Grand Tetons National Park, Yellowstone National Park, Dinosaur National Monument, Great Basin National Park, Goblin Valley State Park, and Valley of Fire State Park	\$190.00	22	SC

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Transfer of Budget Appropriations
ACTION: Ratification

BACKGROUND

Title 5, California Code of Regulations, Section 58199 requires the Board of Trustees to approve, by a two-thirds (2/3) vote of its members, all transfers of funds from its contingency reserve to any expenditure classification, and ratify, 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 February 28, 2019 and in accordance with Administrative Regulation 3101, the Transfer of Budget Appropriations are summarized on EXHIBIT A and presented for ratification.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the Transfer of Budget Appropriations as listed.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TRANSFER OF BUDGET APPROPRIATIONS SUMMARY

For the period ended February 28, 2019

General Fund

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
1000	Academic Salaries		\$83,583
2000	Classified Salaries	\$160,467	
3000	Fringe Benefits	\$24,343	
4000	Books and Supplies		\$39,388
5000	Other Operating Expenses & Services		\$36,214
6000	Capital Outlay		\$12,625
7600	Other Payments to Students		\$13,000
Total Transfers - General Fund		\$184,810	\$184,810

Capital Outlay Fund

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
6000	Capital Outlay		\$3,963,862
7900	Contingency	\$3,963,862	
Total Transfers - Capital Outlay Fund		\$3,963,862	\$3,963,862

Community Education - Saddleback College

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
1000	Academic Salaries	\$5,199	
2000	Classified Salaries		\$1,366
3000	Fringe Benefits		\$117
4000	Books and Supplies		\$199
5000	Other Operating Expenses & Services		\$3,517
Total Transfers - Community Education - SC		\$5,199	\$5,199

Associated Student Government - Saddleback College

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
2000	Classified Salaries		\$629
3000	Fringe Benefits		\$58
4000	Books and Supplies	\$2,145	
5000	Other Operating Expenses & Services		\$1,458
Total Transfers - Associated Student Gov't. - SC		\$2,145	\$2,145

Total Transfers		\$4,156,016	\$4,156,016
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TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Budget Amendment: Adopt Resolution No. 19-07 to Amend FY 2018-2019 Adopted Budget

ACTION: Approval

BACKGROUND

Title 5 of the California Code of Regulations, Section 58308 provides that the Board of Trustees by resolution may amend the District budget to provide for the expenditure of funds, the amount of which was unknown at the time of the adoption of the final budget.

STATUS

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the FY 2018-2019 Adopted Budget.

General Fund

Adult Education Block Grant, Saddleback College	\$243
Adult Education Block Grant-Fiscal Agent, Saddleback College	(\$496,237)
Disabled Student Programs and Services, Irvine Valley College	<u>\$19,758</u>
Total Decrease to the General Fund	<u><u>(\$476,236)</u></u>

COMMUNITY EDUCATION, SADDLEBACK COLLEGE

EWD Contract Education	<u>\$34,249</u>
Total Increase to SC Community Education	<u><u>\$34,249</u></u>

Total Budget Amendment (\$441,987)

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 19-07 to amend the FY 2018-2019 Adopted Budget as indicated in EXHIBIT A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION NO. 19-07

March 25, 2019

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$441,987 is assured to said District as a decrease of the amounts required to finance the total proposed budget expenditures and transfers for fiscal year 2018-2019 from sources listed in Title 5 of the California Code of Regulations, Section 58308;

WHEREAS, the Governing Board of the South Orange County Community College District can show just cause for the expenditure of such funds;

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Title 5 of the California Code of Regulations, Section 58308, such funds are to be appropriated according to the following schedule:

General Fund

<u>Account</u>	<u>Income Source</u>	<u>Amount</u>
8600	State Revenue	(\$476,236)
		<u>(\$476,236)</u>

<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
5000	Other Operating Expenses & Services	(\$476,236)
		<u>(\$476,236)</u>

COMMUNITY EDUCATION, SADDLEBACK COLLEGE

<u>Account</u>	<u>Income Source</u>	<u>Amount</u>
8800	Local Revenue	\$34,249
		<u>\$34,249</u>

<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
5000	Other Operating Expenses & Services	\$34,249
		<u>\$34,249</u>

	Total Budget Amendment	<u>(\$441,987)</u>
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SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET AMENDMENT FY 2018-2019

GENERAL FUND

RESOLUTION NO. 19-07

March 25, 2019

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 Amendment and foregoing Resolution in the amount of (\$441,987) duly and regularly adopted by the said Board at a regular meeting thereof held on March 25, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 26th day of March 2019.

Kathleen F. Burke
Secretary to the Board of Trustees

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: [SOCCCD: Purchase Orders and Checks]
ACTION: Ratification

BACKGROUND

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, commencing with Sections 85230, purchase orders and checks are submitted for ratification by the Board of Trustees.

STATUS

Purchase orders \$5,000 and above amounting to \$1,015,613.37 and an additional 458 purchase orders below \$5,000 amounting to \$247,814.46 for a combined total of \$1,263,427.83 are submitted to the Board of Trustees for ratification. The purchase order list is provided in order of supplier (EXHIBIT A), and in order of amount (EXHIBIT B).

The district processed 1,550 checks in the amount of \$14,787,402.46 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

Purchase Order Ratification (Supplier)

February 1, 2019 through March 4, 2019

<u>PO #</u>	<u>Supplier</u>	<u>Location</u>	<u>Description</u>	<u>Amount</u>
P190658	Apple Computer	SC	Apple iPads for FMO Department	10,351.52
P190303	Bio-Rad Laboratories	IVC	Supplies for Biotechnology Department	5,044.92
P190437	Blue Violet Networks	IVC	Access Control & Security Systems Project - Board Approved 06/25/19	620,098.73
P190261	BSN Sports	IVC	E-Z UP Canopies and Frame Replacements for IVC Sports Medicine	5,602.30
P190442	BSN Sports	IVC	Tennis Machine for Tennis Class	8,142.11
P190656	CDW Government	IVC	ELO Touchscreen Computers and Accessories	8,177.05
P190369	Department of Industrial Relations	SC	Inspection Fee for Elevator Conveyance	5,400.00
P190349	Eplus Technology	SC	UPS Equipment for IDF Refresh Project	10,723.94
P190556	Fisher Scientific Company	IVC	Chemicals and Supplies for Chemistry Labs	9,191.89
P190653	GST	IVC	Hitachi Projectors for AV Refresh Project per Board Resolution #18-28	159,662.61
P190441	Irvine Tennis	IVC	Tennis Supplies	6,022.15
P190336	Irvine Valley College Bookstore	IVC	Bus Passes for EQUITREE Students	6,900.00
P190517	J. W. Pepper & Son	IVC	Instrumental and Choral Music Supplies	6,500.00
P190433	Keyboard Concepts	SC	Piano for Music Practice Room	5,341.40
P190587	Mamava	IVC	ADA Mamava Lactation Pod with Maple Finish	27,153.00
P190667	Mamava	SC	ADA Mamava Lactation Pod with Standard Graphics	23,750.00
P190263	Matrix Fitness	IVC	Fitness Equipment for IVC Life Fitness Center	16,024.28
P190280	Mercado Corona	SC	Refreshments for the Science Lecture talks during Spring 2019 Semester	6,000.00
P190347	National Office Furniture c/o Corporate	SC	Chairs for Health Science Building	43,625.82
P190432	Parkhouse Tire	SC	Automotive Supplies	6,584.54
P190428	Sehi Computer Products	SC	HP Printers for the Counseling Division	5,954.75
P190439	The Myers-Briggs Company	IVC	Myers-Briggs Assessments for Counseling Courses	11,996.36
P190306	The Myers-Briggs Company	SC	Myers-Briggs Assessments for Counseling Courses	7,366.00

Total Purchase Orders \$5,000 and above	1,015,613.37
458 Purchase Orders Under \$5,000	247,814.46
Total Purchase Orders	1,263,427.83



South Orange County Community College District

Purchase Order Ratification (Amount)

February 1, 2019 through March 4, 2019

<u>PO #</u>	<u>Supplier</u>	<u>Location</u>	<u>Description</u>	<u>Amount</u>
P190437	Blue Violet Networks	IVC	Access Control & Security Systems Project - Board Approved 06/25/19	620,098.73
P190653	GST	IVC	Hitachi Projectors for AV Refresh Project per Board Resolution #18-28	159,662.61
P190347	National Office Furniture c/o Corporate	SC	Chairs for Health Science Building	43,625.82
P190587	Mamava	IVC	ADA Mamava Lactation Pod with Maple Finish	27,153.00
P190667	Mamava	SC	ADA Mamava Lactation Pod with Standard Graphics	23,750.00
P190263	Matrix Fitness	IVC	Fitness Equipment for IVC Life Fitness Center	16,024.28
P190439	The Myers-Briggs Company	IVC	Myers-Briggs Assessments for Counseling Courses	11,996.36
P190349	Eplus Technology	SC	UPS Equipment for IDF Refresh Project	10,723.94
P190658	Apple Computer	SC	Apple iPads for FMO Department	10,351.52
P190556	Fisher Scientific Company	IVC	Chemicals and Supplies for Chemistry Labs	9,191.89
P190656	CDW Government	IVC	ELO Touchscreen Computers and Accessories	8,177.05
P190442	BSN Sports	IVC	Tennis Machine for Tennis Class	8,142.11
P190306	The Myers-Briggs Company	SC	Myers-Briggs Assessments for Counseling Courses	7,366.00
P190336	Irvine Valley College Bookstore	IVC	Bus Passes for EQUITREE Students	6,900.00
P190432	Parkhouse Tire	SC	Automotive Supplies	6,584.54
P190517	J. W. Pepper & Son	IVC	Instrumental and Choral Music Supplies	6,500.00
P190441	Irvine Tennis	IVC	Tennis Supplies	6,022.15
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P190261	BSN Sports	IVC	E-Z UP Canopies and Frame Replacements for IVC Sports Medicine	5,602.30
P190369	Department of Industrial Relations	SC	Inspection Fee for Elevator Conveyance	5,400.00
P190433	Keyboard Concepts	SC	Piano for Music Practice Room	5,341.40
P190303	Bio-Rad Laboratories	IVC	Supplies for Biotechnology Department	5,044.92

Total Purchase Orders \$5,000 and above	1,015,613.37
458 Purchase Orders Under \$5,000	247,814.46
Total Purchase Orders	1,263,427.83



South Orange County Community College District

Check Ratification

February 1, 2019 through March 04, 2019

<u>Fund</u>	<u>Checks</u>	<u>Amount</u>
01 General Fund	1,352	9,064,877.57
07 IVC Community Education	1	100.00
09 SC Community Education	11	68,743.56
12 Child Development	10	75,365.20
40 Capital Outlay	118	4,821,165.65
68 Self Insurance	6	42,450.18
71 Retiree Benefit	3	520,155.09
95 SC Associated Student Government	15	79,154.04
96 IVC Associated Student Government	34	115,391.17
Total	1,550	14,787,402.46

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Contracts

ACTION: Ratification

BACKGROUND

On November 19, 2018, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$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.

STATUS

From December 15, 2018 through February 21, 2019, the Vice Chancellor of Business Services, or appropriate designee, reviewed and approved a total of 208 contracts, following review by legal counsel, when appropriate.

Contract summaries are as follows:

EXHIBIT	# OF CONTRACTS	CONTRACT AMOUNT	TOTAL
A	81	\$5,000-\$200,000	\$2,401,230.47
B	15	Zero \$	\$0.00
C	1	\$15,000-\$200,000	\$48,362.00
N/A	111	Under \$5,000	\$202,488.20
TOTAL	208		\$2,652,080.67

RECOMMENDATION

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



December 15, 2018 through February 21, 2019
Contracts with Values between \$5,000 and \$100,000
Board Date: March 25, 2019

<u>CONTRACTOR NAME</u>	<u>CONTRACT AMOUNT</u>
<u>Campuslogic</u> Software Subscription Agreement – To provide a cloud-based financial aid management system from 1/1/2019 to 12/31/2021. Irvine Valley College	\$178,500.00
<u>Blue Tiger, Inc.</u> Professional Services Agreement – To provide consulting and design services for the Adult Education Program’s Cohort Research Study from 1/2/2019 to 12/20/2019. Saddleback College	\$120,000.00
<u>SVA Architects, Inc.</u> Architectural Services Agreement (Amend No. 1) – To increase contract value by \$4,000 for additional architectural services for the Classroom Tech and Audio Refresh Project from the current agreement value of \$92,940 and to extend term by an additional nine and a half months to 6/1/2020. Irvine Valley College	\$96,940.00
<u>Penn Corporate Relocation Services</u> Consultant Services Agreement (Amend No. 2) – To increase contract value by \$46,156 for additional relocation services for the Saddleback Stadium and Site Improvement Project from current agreement value of \$49,783 and to extend term by an additional four months to 12/31/2019. District Services	\$95,939.00
<u>Ninyo & Moore Geotechnical & Environmental Sciences Consultants</u> Geotechnical Consultant Services Agreement (Amend No. 1) – To increase contract value by \$11,000 for the Health Center Concession and New Parking Lot Projects from the current agreement value of \$84,330 through 9/15/2019. District Services	\$95,330.00
<u>MA Engineers, Inc.</u> Consulting Services Agreement – To provide commissioning services for the Advanced Technology & Applied Science Building Project from 1/3/2019 to 2/20/2022. District Services	\$90,000.00
<u>Interact Communications, Inc.</u> Professional Services Agreement – To provide career education marketing research, media placement and analysis from 2/1/2019 to 12/31/2019. Irvine Valley College	\$87,500.00

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

<p><u>Amtek Construction</u> Construction Services Agreement (Change Order No. 1) – To reduce contract value by \$7,000 for the Parking Lot 3 Improvement Project due to unused allowance from the current contract value of \$94,333 through 8/17/2018. Irvine Valley College</p>	<p>\$87,333.00</p>
<p><u>PlanetBids, Inc.</u> Support Services Agreement – To provide implementation, training and support services for a vendor and bid management system from 1/11/2019 to 1/10/2022. District Services</p>	<p>\$86,050.00</p>
<p><u>Mobile Modular Management Corporation</u> Lease Agreement (Amend No. 2) – To increase the contract value by \$44,844 for the lease of two modular classrooms from the current contract value of \$37,000 and extend the term by three years to 1/19/2022. Irvine Valley College</p>	<p>\$81,844.00</p>
<p><u>SciQuest, Inc. dba JAGGAER</u> Professional Services Agreement (Change Order No. 1) – To provide additional no cost technical services for the contract management system implementation and to extend term by four weeks to 5/21/2020. District Services</p>	<p>\$69,019.07</p>
<p><u>C.E.M. Lab Corp</u> Consulting Services Agreement (Amend No. 1) – To increase contract value by \$12,557.50 for additional geotechnical testing and inspection services for the Marquee Installation Project from current agreement value of \$53,340 through 10/9/2018. Saddleback College</p>	<p>\$65,897.50</p>
<p><u>Chabot-Las Positas Community College District</u> Partnership Agreement – To develop and provide programs for the California Early Childhood Mentor Program from 8/1/2018 to 6/30/2019. Saddleback College</p>	<p>\$65,566.00 Revenue</p>
<p><u>BPI Inspection Service</u> DSA Inspection Services Agreement (Amend No. 3) – To provide a no cost, four-month extension for inspection services for the B300 Exterior Improvements Project to 5/30/2019. Irvine Valley College</p>	<p>\$46,760.00</p>
<p><u>Interact Communications, Inc.</u> Professional Services Agreement – To develop a career education digital marketing campaign to increase applications and enrollments from 2/1/2019 to 2/1/2020. Irvine Valley College</p>	<p>\$45,500.00</p>

<p><u>Larry McLaughlin</u> Professional Services Agreement (Amend No. 1) – To increase contract value by \$27,840 for additional consulting services for the Doing What Matters Initiative from the current contract value of \$13,920 and to extend term by two months to 2/28/2019. Saddleback College</p>	<p>\$41,760.00</p>
<p><u>PlanNet Consulting</u> Professional Services Agreement – To provide a comprehensive assessment of current data centers from 2/1/2019 to 4/30/2019. District Services</p>	<p>\$41,600.00</p>
<p><u>Southern California Edison</u> Facilities Agreement – For the consolidation of electric meter services and equipment under one electric meter for the Parking Lot Phase 1 & 2 and Solar Shade Project at Irvine Valley College on 2/15/2019. District Services</p>	<p>\$39,836.04</p>
<p><u>Foundation for California Community Colleges</u> Program Agreement (Amend No. 1) – To increase the contract value by \$22,000 for additional support in administering the Education Futures Grant from the current contract value of \$16,501 through 6/30/2019. Saddleback College</p>	<p>\$38,501.00</p>
<p><u>OneSource Virtual, Inc.</u> Professional Services Agreement – To provide automation of invoice processing for vendors from 1/27/2019 to 1/26/2024. District Services</p>	<p>\$36,000.00</p>
<p><u>ELS Educational Services, Inc.</u> Professional Services Agreement – To assist in the recruitment of international students from 10/1/2018 to 9/31/2023. Irvine Valley College</p>	<p>\$35,000.00</p>
<p><u>Internal Drive, Inc. DBA ID Tech Camps</u> Educational Services Agreement – To provide a summer camp program to learn coding fundamentals from 6/1/2019 to 8/22/2020. Saddleback College</p>	<p>\$35,000.00 Revenue</p>
<p><u>Tenacore Holdings, Inc.</u> Instructional Services Agreement – To receive customized training of Enterprise Resource Planning from 1/31/2019 to 2/6/2019. Saddleback College</p>	<p>\$34,249.60 Revenue</p>
<p><u>Amtech Elevator Services</u> Independent Contractor Agreement – To provide elevator maintenance and testing services from 7/1/2018 to 6/30/2019. Saddleback College</p>	<p>\$30,000.00</p>

<p><u>Institute of Reading Development, Inc.</u> Educational Services Agreement – To provide College For Kids summer reading programs from 6/3/2019 to 8/22/2021. Saddleback College</p>	<p>\$30,000.00</p>
<p><u>Quick Caption</u> Independent Contract Agreement (Amend No. 1) – To increase contract value by \$20,000 for additional interpreting services from current contract value of \$10,000 through 6/30/2019. Irvine Valley College</p>	<p>\$30,000.00</p>
<p><u>Galileo Learning, LLC</u> Educational Services Agreement – To provide a summer camp program at the Ladera Elementary and Middle School locations from 5/3/2019 to 8/9/2019. Saddleback College</p>	<p>\$29,000.00 Revenue</p>
<p><u>Public Agency Law Group</u> Retainer Agreement (Amend No. 1) – To increase contract value by \$10,000 for additional services related to the adoption of the California Uniform Public Construction Cost Accounting Act from the current contract value of \$15,200 and to extend term by an additional six months through 6/30/2019. District Services</p>	<p>\$25,200.00</p>
<p><u>First Student, Inc.</u> Independent Contractor Agreement – To provide transportation services for students with disabilities enrolled in Adult Education Programs from 2/6/2019 to 6/30/2019. Saddleback College</p>	<p>\$25,000.00</p>
<p><u>Pharos Systems International, Inc.</u> Software License Agreement – Renewal of print usage software from 4/28/2019 to 4/27/2020. Irvine Valley College</p>	<p>\$23,285.85</p>
<p><u>Camp Invention</u> Educational Services Agreement – To provide summer writing, math and science classes from 6/3/2019 to 8/9/2019. Saddleback College</p>	<p>\$23,000.00 Revenue</p>
<p><u>Blackbaud, Inc.</u> Software License Agreement – To provide Crowdfunding software used for fundraising from 12/1/2018 to 12/1/2021. Irvine Valley College Foundation</p>	<p>\$22,850.00</p>
<p><u>West Coast Netting, Inc.</u> Field Services Agreement – To provide replacement of baseball netting from 1/25/2019 to 4/25/2019. Saddleback College</p>	<p>\$21,797.83</p>

<p><u>Jones Consulting Group, LLC</u> Professional Services Agreement – To provide customized training of Enterprise Resource Planning to Tenacore Holdings employees from 1/31/2019 to 2/6/2019. Saddleback College</p>	<p>\$20,000.00</p>
<p><u>OneSource Virtual, Inc.</u> Professional Services Agreement (Amend No. 1) – For a three year, no cost extension, for Workday support services to 1/20/2022. District Services</p>	<p>\$20,000.00</p>
<p><u>Vocational Visions</u> Facility Use Agreement – To provide a location for the Adult Education with Disabilities Program from 1/1/2019 to 6/30/2019. Saddleback College</p>	<p>\$20,000.00</p>
<p><u>DocuSign, Inc.</u> Software License Agreement – Renewal of electronic signature software from 2/1/2019 to 1/31/2022. District Services</p>	<p>\$16,500.00</p>
<p><u>Advanced Exercise</u> Construction Agreement – To provide replacement padding of baseball dugout floor from 12/18/2018 to 3/18/2019. Saddleback College</p>	<p>\$15,616.51</p>
<p><u>Freedom Innovations</u> Instructional Services Agreement – To receive customized training for their employees from 9/12/2018 to 12/05/2018. Saddleback College</p>	<p>\$15,568.00 Revenue</p>
<p><u>Robins Oaks</u> Professional Services Agreement – To provide third party workplace mediation services from 2/1/2019 to 6/30/2019. Irvine Valley College</p>	<p>\$15,000.00</p>
<p><u>Great Scott Tree Service, Inc.</u> Field Services Agreement – To provide tree removal services from 12/15/2018 to 7/30/2019. Irvine Valley College</p>	<p>\$14,999.00</p>
<p><u>Empower Analytics, Inc.</u> Professional Services Agreement (Amend No. 1) – To increase contract value by \$4,985 for support services for existing Tidemark budget software from current contract value of \$10,000 and extend term by twelve months to 12/31/2019. District Services</p>	<p>\$14,985.00</p>
<p><u>ePower Network</u> Field Services Agreement – To provide replacement of the Performing Arts Center lighting inverter battery from 1/2/2019 to 2/15/2019. Irvine Valley College</p>	<p>\$14,776.87</p>

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

<p><u>Curvature, Inc.</u> Maintenance Services Agreement – To provide systems maintenance of data center hardware from 2/1/2019 to 1/31/2020. Irvine Valley College</p>	<p>\$14,736.00</p>
<p><u>D4 Solutions Group</u> Independent Contractor Agreement – To provide assessment of telecommunications cabling for the Intermediate Distribution Frame (IDF) rooms from 12/17/2018 to 6/30/2019. Saddleback College</p>	<p>\$14,700.00</p>
<p><u>Educational Testing Services</u> Educational Testing Services Agreement – Received approval as a test center for the delivery of high school equivalency examinations from 1/1/2019 to 12/31/2019. Saddleback College</p>	<p>\$14,000.00 Revenue</p>
<p><u>Willdan Energy Solutions DBA Newcomb Anderson McCormick</u> Professional Services Agreement – To provide technical consulting services for the Parking Lot Phase 1 & 2 and Solar Shade Project at Irvine Valley College from 2/14/2019 to 8/30/2019. District Services</p>	<p>\$14,000.00</p>
<p><u>Penn Corporate Relocation Services</u> Field Services Agreement (Amend No. 1) – To increase contract value by \$3,096.83 for additional relocation services for DSPS and EOPS from current agreement value of \$10,772.96 through 11/1/2018. Saddleback College</p>	<p>\$13,869.79</p>
<p><u>File, Inc. DBA Infobase</u> Software License Agreement – Renewal of software subscription to Master Academic Collection, a film on demand database, from 4/30/2019 to 3/31/2020. Saddleback College</p>	<p>\$13,776.94</p>
<p><u>Nth Generation Computing, Inc.</u> Consulting Services (Amend No. 1) – No cost extension to assign a new consultant to the 2013 SharePoint migration program through 6/30/2019. Saddleback College</p>	<p>\$13,755.00</p>
<p><u>Hen House Mediterranean Grill</u> Independent Contractor Services Agreement (Amend No. 1) – To increase contract value by \$7,000 for additional catering services from current contract value of \$6,400 and to extend term by an additional six months to 12/31/2019. Irvine Valley College</p>	<p>\$13,400.00</p>
<p><u>OCLC</u> Software License Agreement – To provide preservation and archiving services for library master files and digital originals from 2/1/2019 to 1/31/2020. Saddleback College</p>	<p>\$11,953.78</p>

<p><u>Daktronics, Inc.</u> Services Agreement – To provide maintenance services of marquee display located at front entrance of campus from 2/8/2019 to 2/7/2023. Irvine Valley College</p>	<p>\$10,720.00</p>
<p><u>WSP USA, Inc.</u> Labor Compliance Services Agreement (Amend No. 2) – No cost five-month extension of labor compliance services for A400 Building Recycled Water and Library Building Waterproofing Projects to 5/31/2019. Irvine Valley College</p>	<p>\$10,560.00</p>
<p><u>Strata Information Group</u> Professional Services Agreement – To provide business process analysis workshops for the stipend process from 12/3/2018 to 4/30/2019. District Services</p>	<p>\$10,200.00</p>
<p><u>Point and Click Solutions</u> Software License Agreement – Annual maintenance, support and license renewal of Optum used by student health services to manage health records from 1/1/2019 to 12/31/2019. Saddleback College</p>	<p>\$10,165.00</p>
<p><u>Curvature, Inc.</u> Equipment Maintenance Agreement – To provide system maintenance services of data center hardware from 12/1/2018 to 11/30/2019. Irvine Valley College</p>	<p>\$10,156.80</p>
<p><u>Ninyo & Moore</u> Professional Services Agreement – To provide geotechnical testing and inspection services for the Battery Energy Storage System Project from 2/14/2019 to 4/15/2019. Irvine Valley College</p>	<p>\$10,048.00</p>
<p><u>Cambridge West Partnership, LLC</u> Professional Services Agreement – To conduct job description analyses for select technology positions from 1/1/2019 to 6/30/2019. District Services</p>	<p>\$10,000.00</p>
<p><u>Campus Concerts</u> Independent Contractor Agreement (Amend No. 1) – To increase contract value by \$5,000 for additional musicians needed for various choral performances from current contract value of \$5,000 and to adjust start date by three days for additional rehearsals from 9/28/2018 to 9/25/2019. Irvine Valley College</p>	<p>\$10,000.00</p>
<p><u>Economic Modeling, LLC</u> Professional Services Agreement – To provide employment outcomes and wage data on current and former students from 1/21/2019 to 3/31/2019. Saddleback College</p>	<p>\$10,000.00</p>

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

<p><u>Peninsula Pride</u> Independent Contractor Agreement – To provide embroidery services and apparel for the Athletics Department from 2/1/2019 to 6/30/2019. Irvine Valley College</p>	<p>\$10,000.00</p>
<p><u>California Community College Athletic Association</u> Event Agreement – To host the Men’s Golf Regional Championship at the Los Serranos Country Club on 5/6/2019. Irvine Valley College</p>	<p>\$9,246.00</p>
<p><u>The Hills Hotel</u> Facility Use Agreement – To provide a location and catering services for the Education Master and Strategic Plan District-wide meeting on 4/5/2019. District Services</p>	<p>\$8,676.03</p>
<p><u>Soka University of America</u> Facility Use Agreement – To provide a location for District-wide Classified Staff Development Day 2019 event on 3/20/2019. Irvine Valley College</p>	<p>\$8,530.00</p>
<p><u>Newsela</u> Software License Agreement – A subscription used to provide tiered reading programs for advanced academic writing courses from 12/6/2018 to 12/5/2019. Irvine Valley College</p>	<p>\$8,500.00</p>
<p><u>IBI Group</u> Professional Services Agreement – To provide design services for the replacement of athletic fields with synthetic turf for the Sports Fields and Related Improvements Project from 11/15/2018 to 1/9/2019. Irvine Valley College</p>	<p>\$8,450.00</p>
<p><u>Ipswitch, Inc.</u> Software License Agreement – Renewal of What’s Up Gold software used for network management and application monitoring from 2/17/2019 to 2/17/2022. Saddleback College</p>	<p>\$8,163.79</p>
<p><u>Southland Technology</u> Field Services Agreement – To provide installation and electrical work for the Performing Arts display from 1/22/2019 to 6/30/2019 Irvine Valley College</p>	<p>\$7,571.97</p>
<p><u>Solano Community College District</u> Grant Sub-Agreement – Received sub-grant award to host a Summer Entrepreneurship Workshop and Business Idea Pitch Competition from 12/14/2018 to 6/30/2019. Irvine Valley College</p>	<p>\$7,500.00 Revenue</p>

<p><u>Victor M. Rios</u> Guest Speaker/Artist Services Agreement – To provide the keynote address at the Basic Skills Initiative/Science and Engineering Apprenticeship Program Conference on 3/8/2019. Saddleback College</p>	\$7,500.00
<p><u>In-N-Out Burger Corporation</u> Catering Agreement – To provide catering services for the 2019 Senior Day Campus event on 3/14/2019. Saddleback College</p>	\$7,283.90
<p><u>VoiceThread</u> Software License Agreement – To provide automated, closed captioning software used for online instruction from 1/10/2019 to 6/23/2021. Saddleback College</p>	\$7,057.00
<p><u>Davison Moore Commercial Flooring</u> Field Services Agreement – To replace carpet at Student Services Center room 260 from 12/15/2018 to 2/15/2019. Saddleback College</p>	\$6,650.00
<p><u>Feet First Entertainment</u> Entertainment Services Agreement – To provide team-building activities for Classified Staff Development Day 2019 on 3/20/2019. Irvine Valley College</p>	\$6,200.00
<p><u>Orange County Business Journal</u> Advertising Agreement – To provide marketing advertisement for various programs offered at colleges from 3/11/2019 to 3/11/2020. District Services</p>	\$5,990.00
<p><u>Pasco Doors</u> Field Service Agreement – To provide door replacement in the Student Life Office from 1/25/2019 to 3/15/2019. Irvine Valley College</p>	\$5,966.20
<p><u>Psychological Consulting Associates, Inc.</u> Professional Services Agreement (Amend No. 1) – To increase contract value by \$2,000 for pre-employment screening of college police officers from the current agreement value of \$3,200 through 6/30/2019. District Services</p>	\$5,200.00
<p><u>Dennis J. Gordon</u> Independent Contractor Agreement – To revise and update ASIVC Student Club Handbook from 1/8/2019 to 2/22/2019. Irvine Valley College - ASIVC</p>	\$5,000.00
<p><u>Lundstrom & Associates Architects</u> Professional Services Agreement – To provide architectural services for the BGS Office Re-Configuration Project from 4/1/2018 to 12/1/2018. Saddleback College</p>	\$5,000.00

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

<p><u>Roto-Rooter Plumbing and Service Company</u> Field Services Agreement – To provide annual maintenance and cleaning of storm drains from 10/12/2018 to 6/30/2019. Saddleback College</p>	<p>\$5,000.00</p>
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December 15, 2018 through February 21, 2019
Contracts with Values of \$0
Board Date: March 25, 2019

<u>CONTRACTOR NAME</u>	<u>CONTRACT AMOUNT</u>
<u>California State University, Fullerton</u> External Student Field Work Agreement – To provide internship opportunities at the Learning Resource Centers (LRC) from 1/21/2019 to 5/22/2019. <div style="text-align: right;">Irvine Valley College</div>	\$0.00
<u>Children’s Hospital of Orange County</u> Clinical Affiliation Agreement (Amend No. 3) – To add the Paramedic Program to the agreement through 7/31/2019. <div style="text-align: right;">Saddleback College</div>	\$0.00
<u>HID Global Corporation</u> Software License Agreement – To provide authorization to use certain Credential formats for the integration of various access control cards into a secure one-card district-wide program from 12/13/2018 through 12/13/2023. <div style="text-align: right;">Saddleback College</div>	\$0.00
<u>Hoag Memorial Hospital Presbyterian</u> Clinical Affiliation Agreement – To provide a clinical site for Health Services Health Sciences internship programs from 1/1/2019 to 1/1/2024. <div style="text-align: right;">Saddleback College</div>	\$0.00
<u>Orange County Global Medical Center, Inc.</u> Clinical Affiliation Agreement – To provide a clinical site for Health Services Health Sciences internship programs from 12/1/2018 to 12/1/2020. <div style="text-align: right;">Saddleback College</div>	\$0.00
<u>Orangewood Foundation</u> Facility Use Agreement – To provide a training location for Foster and Kinship Care Education Program from 1/2/2019 to 5/30/2019. <div style="text-align: right;">Saddleback College</div>	\$0.00
<u>Sutter Valley Hospitals</u> Clinical Affiliation Agreement – To provide a clinical site for Health Services Health Sciences internship programs from 1/2/2019 to 1/1/2024. <div style="text-align: right;">Saddleback College</div>	\$0.00
<u>Twin Town Treatment Centers</u> Clinical Affiliation Agreement – To provide a clinical site for Health Services Health Sciences internship programs from 12/1/2019 to 12/1/2020. <div style="text-align: right;">Saddleback College</div>	\$0.00
<u>Atria Crestavilla</u> Facility Use Agreement – To provide a location for Emeritus classes from 1/14/2019 to 5/22/2019. <div style="text-align: right;">Saddleback College</div>	\$0.00

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

<p><u>City of Mission Viejo</u> Facility Use Agreement – To provide a location for Emeritus classes at the Norman P. Murray Community & Senior Center from 1/14/2019 to 5/22/2019. Saddleback College</p>	<p>\$0.00</p>
<p><u>City of Rancho Santa Margarita</u> Facility Use Agreement – To provide a location for Emeritus classes at the Bell Tower Regional Community Center from 1/14/2019 to 5/22/2019. Saddleback College</p>	<p>\$0.00</p>
<p><u>Shunya Wakai</u> Guest Artist Agreement – To perform at a jazz event in the McKinney Theatre on 2/11/2019. Saddleback College</p>	<p>\$0.00</p>
<p><u>St. Kilian Catholic Church</u> Facility Use Agreement – To provide a location for Emeritus classes from 1/1/2019 to 12/31/2019. Saddleback College</p>	<p>\$0.00</p>
<p><u>Theodore M. Teacher M.D. APC</u> Clinical Training Affiliation Agreement – To provide a clinical site for Health Services Health Sciences internship programs from 1/25/2019 to 1/24/2021. Saddleback College</p>	<p>\$0.00</p>
<p><u>Whittier Hospital Medical Center</u> Clinical Training Affiliation Agreement (Amend No. 2) – To extend term by three years for the Health Services Health Sciences internship programs to 8/31/2021. Saddleback College</p>	<p>\$0.00</p>

December 15, 2018 through February 21, 2019



Contracts Awarded through the California Uniform Public Construction Cost Accounting Act (CUPCCAA) with Values between \$15,000 and \$200,000

Board Date: March 25, 2019

CONTRACTOR NAME AND DESCRIPTION OF CONTRACT	CONTRACT AMOUNT	# OF CONTRACTORS SOLICITED	# OF BIDS RECEIVED	RATIONALE FOR AWARD
<u>ACCO Engineered Systems</u> Field Services Agreement – Power House 4 Hot Water Loop Repair and Power House 2 Cooling Tower Relining Irvine Valley College	\$48,362.00	3	2	Contract awarded to lowest responsive, responsible bidder. Contractor #3 declined to bid due to complex site conditions, which would result in potential unforeseen conditions.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: CCCT Board of Directors Election - 2019

ACTION: Approval

BACKGROUND

The California Community College Trustees Association was conceived with the idea that all community college trustees in California, joined together in one organization, could successfully work to preserve and improve California's quality, community based, locally governed colleges. The CCCT Board of Directors consists of twenty-one members elected as directors by the membership, all elected officers of the association, and a non-voting Student Trustee Director.

STATUS

The election of members of the CCCT Board of Directors for 2019 will take place between March 10 and April 25. This year, there are seven (7) seats up for re-election, with three incumbents running and two vacancies due to the three-term limit, and two trustees not seeking re-election. The seven candidates receiving the most votes will serve three-year terms. The memorandum from CCCT and the ballot listing trustees who have been nominated for election to the board are included as Exhibit A. Each CCCT member community college district board has one vote for each of the seven vacancies on the CCCT Board of Directors. The seven candidates receiving the highest number of votes by the South Orange County Community College District Board of Trustees will be listed on the official ballot and transmitted to the league office by the April 25 deadline. The ballots will be opened and counted by three tellers appointed by the CCCT board president with the results announced at the CCCT Annual Conference, May 3 – 5 in Squaw Creek.

RECOMMENDATION

The Chancellor recommends that each board member announce at the board meeting his or her list of nominees for the seven vacancies on the CCCT Board of Directors for subsequent tallying and transmittal to the League Office by the April 25 deadline.

Item Submitted by: *Kathleen F. Burke, Chancellor*



COMMUNITY COLLEGE LEAGUE OF CALIFORNIA

2017 O Street, Sacramento, CA 95811

(916) 444-8641

(916) 444-2954 fax

www.ccleague.org

DATE: February 26, 2019

TO: California Community College Trustees
California Community College District Chancellors/Superintendents

FROM: Agnes Lupa, Senior Executive Assistant

SUBJECT: CCCT BOARD ELECTION — 2019

Pursuant to the CCCT Board Governing Policies, the election of members of the CCCT board of the League will take place between March 10 and April 25. This year there are seven (7) seats up for re-election on the board, with three incumbents running, two vacancies due to the three-term limit, and two trustees not seeking re-election.

Each community college district governing board shall have one vote for each of the seven seats on the CCCT board. Only one vote may be cast for any nominee or write-in candidate. The seven candidates who receive the most votes will serve a three-year term.

The thirteen trustees who have been nominated for election to the board are listed on the enclosed sheet in the Secretary of State's random drawing order of February 1, 2019. This mailing includes the one official ballot to which each community college district is entitled, candidate statements, and biographical sketches of each candidate. Candidates' statements and bios are also available on the League's website (www.ccleague.org).

Please remember that:

- 1) ballots must be signed by the board secretary and board president or vice-president and include the name of your district; and*
- 2) ballot return envelopes must have no identifying information or signatures.*

Although it is not required, **you may want to send your ballots via certified mail as we will not have the ability to confirm receipt.**

Official ballots must be signed and returned to the CCCT Elections Committee, League office, with a **postmark dated no later than April 25**. A self-addressed return envelope is enclosed for your convenience. Faxed or emailed ballots will **not** be accepted. The ballots will be opened and counted by three tellers appointed by the CCCT board president with the results announced at the CCCT Annual Conference, May 3-5 in Squaw Creek.

If you have any questions on the CCCT board election, please contact Agnes Lupa at the League office at (916) 444-8641.

Attachments:

List of Candidates

CHANCELLORS/SUPERINTENDENTS (GOVERNING BOARD OFFICES) ONLY:

Official Ballot and Return Envelope

Candidates' Biographic Sketches and Statements



2019 CCCT BOARD ELECTION
CANDIDATES LISTED IN SECRETARY OF STATE'S
RANDOM DRAWING ORDER OF FEBRUARY 1, 2019

1. Raymond Macareno, Sequoias CCD
2. Thomas J. Prendergast, III, South Orange County CCD
3. Michael Baldini, Napa Valley CCD
4. *Kenneth A. Brown, El Camino CCD
5. *Sally Biggin, Redwoods CCD
6. Greg Bonaccorsi, Ohlone CCD
7. Mark Evilsizer, Palomar CCD
8. Tracey Vackar, Riverside CCD
9. Michelle R. Jenkins, Santa Clarita CCD
10. Gary Chow, Mt. San Antonio CCD
11. *Linda S. Wah, Pasadena Area CCD
12. Mary Jane Sanchez, Desert CCD
13. Brigitte Davila, San Francisco CCD

* Incumbent



CCCT 2019 BOARD OFFICIAL BALLOT

Vote for no more than seven (7) by checking the boxes next to the names.

NOMINATED CANDIDATES

List order based on Secretary of State's February 1, 2019 random drawing.

- Raymond Macareno, Sequoias CCD
- Thomas J. Prendergast, III, South Orange County CCD
- Michael Baldini, Napa Valley CCD
- *Kenneth A. Brown, El Camino CCD
- *Sally Biggin, Redwoods CCD
- Greg Bonaccorsi, Ohlone CCD
- Mark Evilsizer, Palomar CCD
- Tracey Vackar, Riverside CCD
- Michelle R. Jenkins, Santa Clarita CCD
- Gary Chow, Mt. San Antonio CCD
- *Linda S. Wah, Pasadena Area CCD
- Mary Jane Sanchez, Desert CCD
- Brigitte Davila, San Francisco CCD

* Incumbent

WRITE-IN CANDIDATES

List each qualified trustee's name and district on the lines provided below.

Board Secretary and Board President or Board Vice President must sign below:

This ballot reflects the action of the board of trustees cast in accordance with local board policy.

District: _____

Secretary of the Board

President or Vice President of the Board



CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the College of the Sequoias Community
College District nominates Raymond Macareno to be a
candidate for the CCCT Board.

This nominee is a member of the College of the Sequoias Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME: Raymond Macareno DATE: February 14, 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Launch a successful marketing campaign that grips on focused, tactical, and measurable initiatives to achieve specific marketing goal of our California community colleges as it relates to visibility, credibility, and status. Continue to focus on efforts to address food and housing insecurity for community college students.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

As a communication specialist, I hold over 20 years of experience in sales, marketing, developing print and digital materials. I wish to join/lead a task force focused on our CCC. Breaking down financial barriers is a true passion and would love to work with others to address the insecurities of the students.



CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nomination form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

Name: Raymond Macareno Date: February 14, 2019
Address: 15140 Raynette Ct.
City: Visalia Zip: 93292
Phone: 559-972-7097 559-563-3035
(home) (office)
E-Mail: raymondm@cos.edu

EDUCATION

Certificates/Degrees: Bachelor of Arts in Business Administration; Master of Business Administration

PROFESSIONAL EXPERIENCE

Present Occupation: Senior Communication Specialist, Kaweah Delta Healthcare District

Other: Publisher/Owner of Nuestro Tiempo Publishing & Promotions, Executive Director of Tulare & Kings Hispanic Chamber of Commerce

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Visalia - College of the Sequoias
Years of Service on Local Board: less than one year
Offices and Committee Memberships Held on Local Board: COS Foundation

State Activities (CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc) N/A

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

CIVIC AND COMMUNITY ACTIVITIES

- ImagineU Children's Museum, Board Secretary
- Rotary International, Public Relations Officer
- American GI Forum, Member
- North Side Boxing Club Foundation, Member
- Professional Latin American Association, Member
- Tulare County League of Mexican-American Women, member
- Kings Community Action Organization (Former Vice Chairman of the Board & Chair of Strategic Planning Committee)

OTHER

- Fresno State Foundation and Small Business Development Center, Lecturer and Consultant
- TKHCC Man of the Year Nominee, 2017 & 2012
- California Hispanic Chambers of Commerce Executive of the Year
- Latino Peace Officers' Association Man of the Year
- Tulare County Hispanic Roundtable New Generation Leader Award



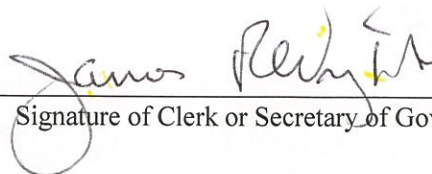
CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Community College District nominates to be a candidate for the CCCT Board.

This nominee is a member of the Community College District governing board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination. Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME: Thomas "T.J." Prendergast
DATE: January 31, 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**
Addressing no-academic barriers for our students and instituting the College Promise program.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**
My experience as an educator, a product of the community college system, parent of two students that have gone through College system, and a labor negotiator, allows me to have many different perspectives. I have been championing both the above issues in my own district for over a year now.

CCCT BOARD BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Thomas "T.J." Prendergast	DATE: January 31, 2019
ADDRESS: 14741 Alder Lane	CITY & ZIP CODE: Tustin, CA 92780
PHONE: 714-417-9378	EMAIL: tprendergast@socccd.edu

EDUCATION

CERTIFICATES/DEGREES: BA History/California Teaching Credential

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: High School Teacher/Aquatics Coach
OTHER:

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: South Orange County
YEARS OF SERVICE ON LOCAL BOARD: 8
OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD: Vice President 2010-2013, President 2013-2015, Clerk 2017-2018, Presently President

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

None.

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

Attended ACCT Conference in San Diego.

CIVIC AND COMMUNITY ACTIVITIES

Board member of the ACC-OC Energy and Environment Committee

OTHER



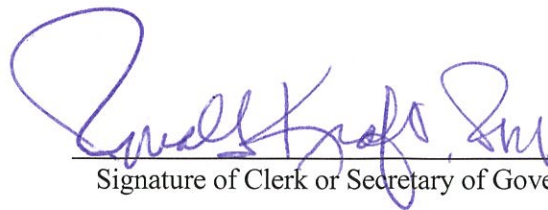
CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
**CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811**

The governing board of the Community College District nominates to be a candidate for the CCCT Board.

This nominee is a member of the Community College District governing board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination. Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board

CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME: Michael J Baldini
DATE: 15 February 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Career Technical Education

Non-Traditional Class Rooms

~~██████████~~

LOCAL INCLUSION IN A DIVERSE WORLD

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Broad based background: Business(s) Owner -- Wine Brand; Italian Art Imports

Transportation -- Global
Wine Production -- Global
Imports
Sales
Construction
AGRICULTURE

**CCCT BOARD
BIOGRAPHIC SKETCH FORM**

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Michael J Baldini	DATE: 15 February 2019
ADDRESS: 2430 Flagstone Drive	CITY & ZIP CODE: Napa 94558
PHONE: 707.758.3878	EMAIL: michaelbaldini@yahoo.com

EDUCATION

CERTIFICATES/DEGREES: B.S. Marketing; A.A. History; A.S. Viticulture
--

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: Business Owner
OTHER: Wine Brand Owner; Wine Educator

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: Napa
YEARS OF SERVICE ON LOCAL BOARD: 16 years
OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD: Board Chair (3) TIMES Various Committees

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

MEMBER OF AAR NATIONAL PRICING POLICY BOARD
WJ

CIVIC AND COMMUNITY ACTIVITIES

Board Chair Napa Valley Transportation Authority, Citizens Advisory Committee
Former Member Napa County Airport Advisory

OTHER

IMMIGRANT GRANDPARENTS = 7 I WAS NOT THE ELDEST OF MY SEVEN
SIBLINGS, THOUGH FIRST TO GRADUATE FROM COLLEGE
WJ



CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

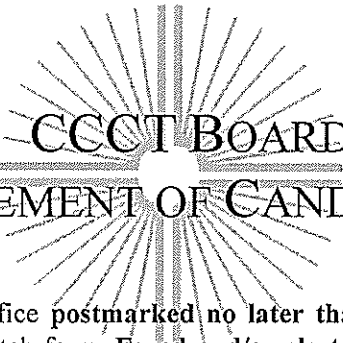
Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Community College District nominates to be a candidate for the CCCT Board.

This nominee is a member of the Community College District governing board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination. Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**


CANDIDATE'S NAME: Kenneth A. Brown
DATE: January 21, 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

The CCCT and League should focus on expanding opportunities and access to students. The current emphasis on student completion should not deter us from advocating non-traditional pathways to success. We should work to strengthen our strategic partnerships to ensure adequate funding for student access and success.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

I have always worked to help California students achieve their goals no matter the venue. I have been successful in establishing relationships to help forge successful pathways via support programs, CTE and Industry partners, athletics, as well as Middle School-to-High School-to-Community College to-University/Career pipelines.



CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Kenneth A. Brown	DATE: January 21, 2019
ADDRESS: 7717 S. Victoria Avenue	CITY & ZIP CODE: Inglewood, CA 90305-1221
PHONE: 213-293-5362	EMAIL: kbrown@elcamino.edu

EDUCATION

CERTIFICATES/DEGREES: BS, Physics & Computer Science, Morehouse College Atlanta; MS, Applied Physics, Clark Atlanta University Preliminary Designated Subjects Adult Education Teaching Credential

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: Manager Systems Engineering, Northrop Grumman Mission Systems

OTHER: Adjunct Professor of Physics, California State University, Dominguez Hills

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: El Camino Community College District

YEARS OF SERVICE ON LOCAL BOARD: Eight years (Appointed December 2010, Elected 2011)

OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD:

Board President, December 2015-present
Board Vice President, 2013-15
El Camino College Foundation Board Member

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

CCCT Board Member, 2017 – Present
CCCT Board Second Vice-President 2019 – Present
CCLC Excellence in Trusteeship Program (ETP) Graduate
CCCT Board Financial Aid Implementation Committee
CCCT Board IEPI Change Leadership Committee
Los Angeles County Schools Trustees Association Representative
May 2015, CCCT Annual Trustees Convention Workshop Presenter "Board Members on Social Media"
November 2015, CCLC Workshop Presenter "New Frontiers in Social Media"
Technology Advisory Committee Member (2004-2011) California Department of Education
California Science Textbook Adoption Committee
California Science Curriculum Framework for Public Schools (CDE Appointment)
CCCT Convention Presenter "Board Members on Social Media"
CCLC Workshop Presenter "New Frontiers in Social Media"
Next-Generation Science Standards, Science Expert Panel Member

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

ACCT Public Policy and Advocacy Committee Appointee – 2019
Black Engineer of the Year – Modern-Day Technology Leader – 2017
Next-Generation Science Standards (NGSS), Science Expert Panel (SEP) Member
Certified USA Track & Field Official, Southern California Association - USA Track & Field

CIVIC AND COMMUNITY ACTIVITIES

El Camino College Foundation Board Member
Da Vinci Schools Advisory Board/Board of Regents Member
Century Community Charter School Board Member
Job Starts, Inc. Board Member
Inner City Youth Orchestra of Los Angeles Advisor

OTHER

National Association of University Women Hall of Fame Recipient
California Science Expert Panel Member
Featured Presenter for California Community College Trustee Conference on Excellence in Leadership
NASA/Jet Propulsion Laboratory NOVA Award for Innovation and Initiative
Sigma Pi Sigma Physics Honor Society
National Physical Science Consortium Graduate Fellow
NASA/Jet Propulsion Laboratory Graduate Scholar
Invited Delegate, National Conference of Black Physics Students
Invited Presenter to NSF's 1st Annual National Conference on Diversity in the Scientific and Technological Workforce
Invited Presenter of Research at The Fifth Annual National Physical Science Consortium (NPSC) Annual Meeting

CCCT BOARD NOMINATION FORM 2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Redwoods
nominates Sally Biggin

Community College District
to be a candidate for the CCCT Board.

This nominee is a member of the Redwoods Community College District governing board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination. Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board

CCCT BOARD STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME:

Sally Biggin

DATE:

January 19, 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

- * Monitoring and increasing student centered funding formula rates
- * Promoting equitable access to seamless pathways focused on degree completion
- * Providing professional growth opportunities for Trustees and CEOs
- * Encouraging hiring practices that promote faculty diversity
- * Addressing student food and housing needs

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

- * I have served 12 years as a trustee in rural Northern California.
- * I am sensitive to the needs of diverse student populations as I have lived and worked with Native American communities for 40+ years.
- * I earned my Excellence in Trustee Program [ETP] Certificate in 2014 and am getting recertified.

CCCT BOARD BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Sally Biggin	DATE: January 19, 2019
ADDRESS: P O Box 1127	CITY & ZIP CODE: Hoopa, 95546
PHONE: (530)625-4736	EMAIL: sbiggin@thegrid.net

EDUCATION

CERTIFICATES/DEGREES: University of CA, Irvine (BA); Humboldt State Univ. (MA)

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: Redwoods CCD Trustee

OTHER: retired SPED University Supervisor, HSU 2006-2018

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: Redwoods CCD

YEARS OF SERVICE ON LOCAL BOARD: Twelve (12)

OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD:

Board President
Board Vice President
Board Clerk
Audit & Finance Committee
Foundation Board

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

CCCT Board Member, 2013-2019
CCCT Nominations Committee, 2018
CCCT ByLaws Committee, 2015
ACCJC Conference Advisory Committee, 2016-2017
ACSA (Assoc. of California School Administrators) Region 4, past officer
ACSA Mendocino Charter, past President; Humboldt-Del Norte Charter, past President

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

ACCT National Conference, Dallas, TX 2011
ACCT National Conference, San Francisco, CA 2009
NWPC (National Women's Political Caucus); past Board Member & Treasurer
The Ninety-Nines, Inc. International Organization of Women Pilots; past Bylaws Chair

CIVIC AND COMMUNITY ACTIVITIES

Humboldt Arts Council Advisory Board- Member
Friends of the Hoopa Library-Treasurer
Humboldt County Airport Advisory Board- past Vice Chair
Humboldt County Commission on the Status of Women- past Commissioner
KEET-TV PBS Channel 13 - past Board Member
Humboldt Botanical Gardens - Life Member
Girl Scouts of Northern California Council- past Board Member

OTHER

Paul Harris Fellow, Eureka Rotary
FAA Private Pilot Certificate-Single Engine Aircraft



CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Community College District
nominates to be a candidate for the CCCT Board.

This nominee is a member of the Community College District
governing board, which is a member in good standing of the Community College League of California. The
nominee has been contacted and has given permission to be placed into nomination. Enclosed are the
Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME: Greg Bonaccorsi
DATE: February 11, 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

It is my position that the League must continue to be a strong advocate for and coordinate its actions with other allied agencies for publicly funded California Community Colleges so that these institutions of higher education can continue to meet the demands of our ever-increasing and diverse student population.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

My background as a public school teacher and a life-long public education advocate have prepared me well by providing the context and the connections needed to focus on meeting student needs through the goals of the CCCT Board of the League. Now is the time for action.



CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Greg Bonaccorsi	DATE: February 11, 2019
ADDRESS: P.O. Box 489	CITY & ZIP CODE: Fremont, 94537
PHONE: 510-813-4161	EMAIL: greg4ohlone@yahoo.com

EDUCATION

CERTIFICATES/DEGREES: BA in Biology with a Minor in Mathematics (1986) - Humboldt State University
--

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: 7th/8th Grade Science Teacher - Fremont Unified School District
OTHER: California Teachers Association Board of Directors, National Education Association Board of Directors, IISME Fellow

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: Ohlone Community College District
YEARS OF SERVICE ON LOCAL BOARD: 10 Years (2008 - Present)
OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD: Chair, Ohlone CCD Board of Trustees (2014-2015, 2018 - Present) Vice-Chair, Ohlone CCD Board of Trustees (2013-2014, 2016-2017) Member, Ohlone CCD Foundation Board (2013-2015, 2016-Present) Past Member, Ohlone CCD Audit Committee Past Member, Ohlone CCD Policy Sub-Committee Board Representative, Alameda County School Boards Association (2008-Present)

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

Elected Director, California Teachers Association (CTA) Board of Directors
CTA Governance Documents Committee
CTA Policy and Organizational Development Committee
Legislative Contact to State Senator Weickowski

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

Elected Past Director, National Education Association (NEA) Board of Directors
Legislative Contact to Rep. Eric Swalwell

CIVIC AND COMMUNITY ACTIVITIES

Past Member, Fremont Unified School District Financial Advisory Committee
Past Member, Fremont Youth Symphony Board of Directors
Member, League of Women Voters for Fremont, Newark, and Union City
Member (On Leave), Ohlone Wind Orchestra
Member, Tri-Cities Democratic Forum
Member, Alameda County Central Labor Council

OTHER

Who's Who Among America's Teachers (1995)
Member, The Honor Society of Phi Delta Kappa
Member, The Honor Society of Phi Kappa Phi

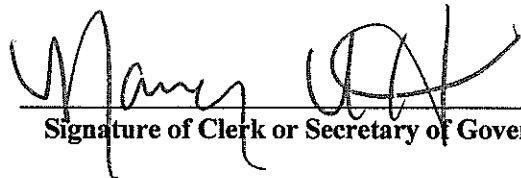
CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Palomar Community
College District nominates Mark Evilsizer to be a
candidate for the CCCT Board.

This nominee is a member of the Palomar Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME: Mark Evilsizer DATE: January 31, 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

- 1) Diversity and Equity Challenges - Faculty do not mirror the diverse student demographics.
- 2) Leadership Succession Planning, Recruitment, Mentoring and Training for CEOs and Sr. Level Administrators.
- 3) Expand Student Financial Aid via CAL-Grants for food, housing and living expenses while attending CCCs.
- 4) Create Entrepreneurial Opportunities for CCCs to generate local revenue.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

The Palomar Community College District is pro-actively pursuing solutions for the four major issues highlighted above. I can share our success with the CCCT Board to leverage best practices and replicate them statewide for all 72 community college districts.

CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nomination form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

Name: Mark Evilsizer Date: January 31, 2019
Address: 1140 W. Mission Road (President's Office)
City: San Marcos Zip: 92069
Phone: (760) 522-1154 (760) 744-1150 (x2104)
(home) (office)
E-Mail: mevilsizer@palomar.edu

EDUCATION

Certificates/Degrees: MA, Executive Management - Claremont Graduate University
BS, Business Administration - University of Redlands

PROFESSIONAL EXPERIENCE

Present Occupation: Retired, Aerospace Analyst - Northrop Grumman Corporation
Other: Management Consultant, Project Manager, Industrial Engineer

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Palomar CCD
Years of Service on Local Board: 16 Years
Offices and Committee Memberships Held on Local Board: Board President (4 times); Board Vice President & Secretary (4 times each); Real Estate & Finance Committees

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc.)

- Member, CCLC Advisory Cmte on Educational Services (ACES)
- Past President and current Treasurer, CA Assn. of Latino Cmty. College Trustees and Administrators (CALCCTA)
- Presenter at state and national conferences
- HACU Member
- NALEO Member
- Numerous ACCT conferences

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.):

ACCT Member, Latino Trustee Caucus Member

Member, Hispanic Association of Colleges and Universities (HACU)

Member, National Association of Latino Elected Officials (NALEO)

CIVIC AND COMMUNITY ACTIVITIES

Founding Board Member & Treasurer - Encuentros Leadership, a 501c3 Nonprofit;

Delegate, San Diego & Imperial Counties Community College Alliance (SDICCA)

Member, Latino Advisory Committee - San Diego County Office of Education

Director, Encuentros Leadership Engineering Academy at UC San Diego

OTHER

2011 - Volunteer of the Year, Northrop Grumman Aerospace Sector

2012 - Community Service Awardee, Hispanic Engineers National Achievement
Awards Conference (HENAAC)



CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the RIVERSIDE Community
College District nominates TRACEY VACKAR to be a
candidate for the CCCT Board.

This nominee is a member of the RIVERSIDE Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board
BILL HEDRICK, SECRETARY, RCCD BOARD OF TRUSTEES



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME: Tracey Vackar DATE: 2/13/19

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

In the next two years, CCCT and the League should concentrate on implementing
and scaling Guided Pathways, improving strong workforce programs, closing the
achievement gap and supporting programs that increase student equity and student
success.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

To support CCCT, I bring experience as an educator and administrator in both
secondary and post-secondary (adult) education and embrace system alignment
for early college access/credit, curriculum design, support systems for student
success, accountability systems, data systems on performance outcomes, and
advocate for improved student support services.



CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nomination form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

Name: Tracey Vackar Date: 2/13/19
Address: 3801 Market Street
City: Riverside Zip: 92501
Phone: 951-533-5533 951-222-8801
(home) (office)
E-Mail: Tracey.Vackar@gmail.com

EDUCATION

Certificates/Degrees: M.A. Administrative Leadership, CSU San Bernardino; B.S. Southern Workforce Education, Illinois University; California Teaching Credentials; Administrative Business & Finance, Education & Family Human Services

PROFESSIONAL EXPERIENCE

Present Occupation: Executive Director of College, Careers, Economic Development Fontana Unified School District (2013 - present)

Other: Part-Time Faculty, CTE Teaching Credential Program, CSU San Bernardino (present)
Riverside County Office of Education - Classified Employee, Secondary Teacher and School Administrator (1991-2013)

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: Riverside Community College District

Years of Service on Local Board: 4

Offices and Committee Memberships Held on Local Board: President: two years;
Vice President: 1 year; Secretary: 1-year; Chair of Teaching & Learning Committee,
Co-Chair for the Chancellor Search Committee; and Chair of Goal Setting

State Activities (*CCCT and other organizations boards, committees, workshop presenter; Chancellor's Committees, etc.*) Desert/Inland Empire Regional CTE Consortium (2013-present)

Member, Council on Occupational Education Accreditation Committee

Member, Western Association of Schools & Colleges, AB286 Consortium

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

ACCT Workshop Presenter, Chancellor President Search 2019

ACCT Workshop Presenter, Math Entrance Options for Success 2017

Moreno Valley Unified School District Board Trustee Member/Officer 22 years

CIVIC AND COMMUNITY ACTIVITIES

Member, Chamber of Commerce - Riverside, Moreno Valley, Corona, Norco,

Jurupa Valley and Fontana

Chairperson/Facilitator, Regional Industry Advisory Meetings (2005-present)

Co-Chair, San Bernardino County Superintendent of Schools Work Based Learning Vision

Member, Inland Empire Executive Committee Brookings Institute Report

Chair/Member, Workforce Development Board Youth Council (2008-2014)

OTHER

Numerous Workforce Related Task Forces

Work Experience and Work Based Learning Committees

Program External Auditor/Reviewer, CSU CTE programs

Grant Writer CTE, Workforce Development and Adult Education

Curriculum Designer

Custodian of Records/Transcripts

Federal Financial Aid Training



CCCT BOARD
NOMINATION FORM
2018

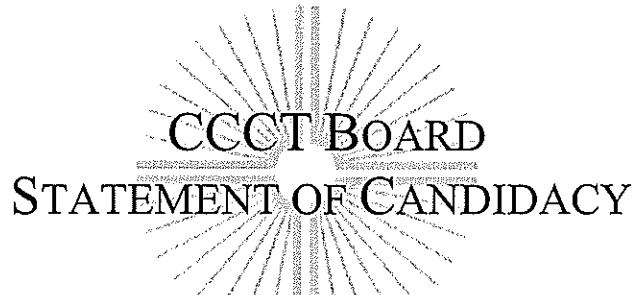
Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the SANTA CLARITA Community
College District nominates MICHELE R. JENKINS to be a
candidate for the CCCT Board.

This nominee is a member of the SANTA CLARITA Community
College District governing board, which is a member in good standing of the Community College League of
California. The nominee has been contacted and has given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.


Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**


CANDIDATE'S NAME: Michele Jenkins
DATE: February 13, 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Monitoring of the funding formula proposals
Insure equitable distribution of base dollars
Supporting the certificate & degree program development based on future job growth sectors
Advocating for all college districts to increase their student base
Advocating for increased hiring of staff & faculty that reflect the diversity of our students

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

California Community College historical knowledge as a former student, lengthy tenure as a trustee in a very successful, innovative district and previous service on the CCCT and League Boards
Highly skilled at working collaboratively to reach the best decisions for our students, community and businesses
Dedication to community colleges



CCCT BOARD
BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Michele Jenkins	DATE: February 13, 2019
ADDRESS: 25243 Running Horse Road	CITY & ZIP CODE: Newhall, CA 91321
PHONE: 661-618-6847	EMAIL: michele.jenkins@canyons.edu

EDUCATION

CERTIFICATES/DEGREES: AA, College of the Canyons; BA UCLA; MA Univ. of North Dakota

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: Medical Office Administrator
OTHER: Personnel/Human Resources Manager

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: Santa Clarita (College of the Canyons)
YEARS OF SERVICE ON LOCAL BOARD: 34 1/2 years
OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD: Multiple terms as President, Vice President and Clerk Currently Vice President

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

CCCT Board, League Board, present at multiple conferences on a variety of topics such as Board CEO Relations; Role of the Board of Trustees; currently serving on the Educational Services Committee for trustee skill development; assistance in the establishment of the Excellence in Trusteeship Program (ETP); 2nd trustee in the state to achieve ETP certification.
Co-Founder of the Santa Clarita Valley League of Women Voters
Active member of Santa Clarita branch, American Association of University Women

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

Attendance and workshop presenter at ACCT conferences; attendance at AAUW conferences; Soroptimist member; Zonta support

CIVIC AND COMMUNITY ACTIVITIES

Regular attendance at local community advisory committee representing the area of the Santa Clarita Valley in which I reside
Active participant in League of Women Voters educational programming on importance of voting; facilitator for educational forums on ballot measures
Financial contributor to a variety of local non-profit organizations

OTHER

As a lifetime member of the UCLA Alumni Association service as a reviewer and interviewer for scholarship applications of UCLA students including community college transfers



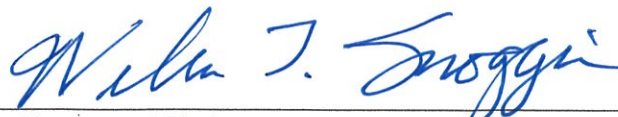
CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Community College District nominates to be a candidate for the CCCT Board.

This nominee is a member of the Community College District governing board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination. Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME: Gary Chow
DATE: January 9, 2019

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

I believe the major issues revolve around implementing the requirements of AB705 and reducing the cost of books for our students. In addition, it is imperative that the community colleges request funding from the State to reduce our growing pension liabilities.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

My technical background as a CPA will complement the skills of the other Board members by providing a practical fiscal perspective on how to resolve the challenges facing our community college system.



**CCCT BOARD
BIOGRAPHIC SKETCH FORM**

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Gary Chow	DATE: January 9, 2019
ADDRESS: 880 Bridgewater Lane	CITY & ZIP CODE: Walnut 91789
PHONE: 626.806.1746	EMAIL: gchow@earthlink.net

EDUCATION

CERTIFICATES/DEGREES: BA Sociology, UCLA
--

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: Registered Investment Advisor
OTHER: Certified Public Accountant

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: Mt. San Antonio CCD
YEARS OF SERVICE ON LOCAL BOARD: 7 months
OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD: Appointed to the board litigation committee in July, 2018. Was able to bring the plaintiff and the college to a settlement agreement which is projected to be resolved in February, 2019. Another additional assignment is to negotiate and draft the terms of settlement on a second lawsuit with the City of Walnut on issues pertaining to land use.

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

None

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

None

CIVIC AND COMMUNITY ACTIVITIES

Chair of the bond oversight committee for the WVUSD for Measure WV, a \$152 million K-12 bond issue.

Provided facilities for Measure GO, a successful \$750 million bond measure for Mt SAC passed in November, 2018.

Founding board member of the SGV Charitable Foundation, a 501(c)(3) non profit which provides funding for Boy Scouts, U.S. Military families and educational institutions.

OTHER

2018 Boy Scouts of America Silver Beaver Award for volunteer work with the Greater Los Angeles Area Council.

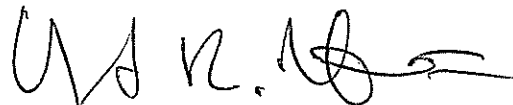
CCCT BOARD NOMINATION FORM 2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Pasadena Area Community College District
nominates Linda S. Wah to be a candidate for the CCCT Board.

This nominee is a member of the Pasadena Area Community College District
governing board, which is a member in good standing of the Community College League of California. The
nominee has been contacted and has given permission to be placed into nomination. Enclosed are the
Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD

STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME:

Linda S Wah

DATE:

1/7/19

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

- Advocacy for Budget and Funding Formula Using Right Metrics
- Affordability and Needed Financial Aid Resources for Student Success
- Strong Workforce
- Strong Guided Pathways
- Legislative Advocacy for Policies and Support to ensure Student Success
- Trustee Leadership Training & Development

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

I have served on 3 major task forces under the Chancellor's Office and have successfully represented Trustees' positions to influence policy. I am currently chairing the CCLC Financial Aid Task Force to further identify important changes for Student Success Initiatives

CCCT BOARD BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Linda S Wah	DATE: 1/7/19
ADDRESS: 1570 E Colorado Blvd	CITY & ZIP CODE: Pasadena, CA 91106
PHONE: 626-799-5332	EMAIL: lswah@pasadena.edu

EDUCATION

CERTIFICATES/DEGREES: **BS/BIS; MBA/MIS**

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: **Retired Technology Professional**

OTHER:

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: **Pasadena Area CCD**

YEARS OF SERVICE ON LOCAL BOARD: **8**

OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD:

- Past President/Officer - Board of Trustees
- Past Chair/Member - Policies/Procedures
- Past Chair/Member - Board Evaluation (ad hoc)
- Chair - Legislative Advocacy
- Member/Past President - Los Angeles County School Trustees Association
- Member - Los Angeles County Committee
- Member - President's Asian American Pacific Islander Advisory
- Member - CCLC
- Member - Measure P Oversight Committee
- Member - Educational MP/Facilities MP Committee

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

President Elect - CCCT Board
Co-Founder - CCCT Asian Pacific Islander Caucus
Co-Founder - CCCT Joint Caucus
Trustee Rep - Accreditation Team for West Hills CCD
Trustee Rep - Chancellor's Strong Workforce
Trustee Rep - Chancellor's Simplified Metrics
Trustee Rep - Chancellor's Institutional Effectiveness Partnership Initiatives
Chair - CCLC Financial Aid Task Force
Trustee Rep - CCLC Affordability Task Force
Member - CCLC ACCT Endorsement Committee

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

Member - ACCT Pacific Region Representative
Member - ACCT Asian Pacific Islander Native American Caucus

CIVIC AND COMMUNITY ACTIVITIES

CSULA President's Circle
CSULA Business School Advisory
CSULA Friends of Charter College of Education
San Marino USD WASC Community Rep
San Marino Rotary

OTHER

Advisory Board - Chinese American Museum of Los Angeles
Mentor - Executive Service Corporation for Non Profit Organizations
PAC VP - National Women's Political Caucus
Past Board Member - Women Involved in South Pasadena Political Action



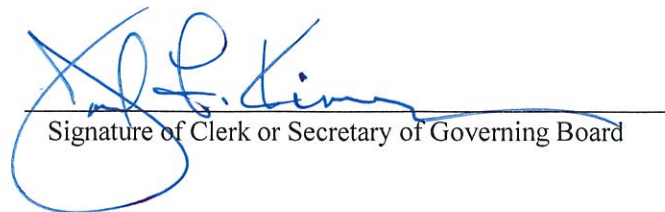
CCCT BOARD
NOMINATION FORM
2019

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Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the Community College District nominates to be a candidate for the CCCT Board.

This nominee is a member of the Community College District governing board, which is a member in good standing of the Community College League of California. The nominee has been contacted and has given permission to be placed into nomination. Enclosed are the Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board



CCCT BOARD
STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME:
Mary Jane Sanchez

DATE:
2/14/19

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

Education=Solutions.

The Major issues the CCCT and League should address in the next 2years are:

1. AFFORDABILITY, FOOD, TRANSPORTATION & HOUSING ACCESS

• Helping Students Meet Their Basic Needs

Districts with Public and private partnership can create more sustainable and effective partnerships to address students'

2. FINANCIAL AID

Ca Grants can cover a student's total

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

I can contribute to these areas because I am experience and committed individual who stands for Educational Justice Under my tenure I have been awarded several national and state awards for spearheading successful and sustainable programs:

1. District food pantry and meal plans programs for our student/homeless population.

2 2 year Tuition college free program

3. Free Transportation for ALL students

I Stand for Results Not Talk

**CCCT BOARD
BIOGRAPHIC SKETCH FORM**

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nominating form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

NAME: Mary Jane Sanchez M.A	DATE: 2/14/19
ADDRESS: 43-500 Monterrey	CITY & ZIP CODE: Palm Desert CA 92263
PHONE: 760-619-7671	EMAIL: msanchez@collegeofthedeser

EDUCATION

CERTIFICATES/DEGREES: **BA- UC Berkeley, MA Golden Gate University, Certifica**

PROFESSIONAL EXPERIENCE

PRESENT OCCUPATION: **Professor/Caregiver**

OTHER:

COMMUNITY COLLEGE ACTIVITIES

COLLEGE DISTRICT WHERE BOARD MEMBER: **Desert Community College District**

YEARS OF SERVICE ON LOCAL BOARD: **7 years**

OFFICES AND COMMITTEE MEMBERSHIPS HELD ON LOCAL BOARD:

Board Director-Riverside County RDA Oversight Committee for the City of Desert Hot Spring and the City of Indio
 Board Director-College of the Desert Financing Corporation
 President - LULAC Inland Empire Chapter 3160
 Member-Native Sons of California
 Rotary Intl
 Member -American Association of University Women
 Union Member UFW Local
 Member Desert Hot Springs and Indio Women's Club,
 Member Hispanic Chamber Of Commerce CA,

STATE ACTIVITIES

(CCCT and other organizations boards, committees, workshop presenter, Chancellor's Committees, etc.)

Executive Officer - California Democratic Party
Treasurer Chicano Latino Caucus : CA Democratic Party 2016-President
National Delegate 36 Congressional District-DNC
State Delegate - Riverside County Central Committee
State of California Whip-Hilary for America Campaign

NATIONAL ACTIVITIES

(ACCT and other organizations, boards, committees, etc.)

AACT -Bylaws committee

CIVIC AND COMMUNITY ACTIVITIES

2018 Citizen of Achievement -League of Women Voters
2013 Presidential Volunteer Service Award in Higher Education- President Obama
2013 42nd District Women of Distinction in Higher Education
2012 and 2018 National Delegate of 36 Congressional District,
2012 Volunteer of the Year Region 19 CDP
2011 Community Service Award from Assemblyman Manuel Perez
2011 Community Service Award-Riverside County Registrar of Voters
2011 Elected Official of the Year –Veterans for Peace

OTHER

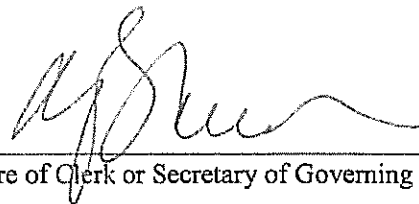
CCCT BOARD
NOMINATION FORM
2019

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the statement of candidacy and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

Mail to:
CCCT Board Nominations
Community College League of California
2017 "O" Street
Sacramento, CA 95811

The governing board of the San Francisco _____ Community College District
nominates Dr. Brigitte Davila _____ to be a candidate for the CCCT Board.

This nominee is a member of the San Francisco _____ Community College District
governing board, which is a member in good standing of the Community College League of California. The
nominee has been contacted and has given permission to be placed into nomination. Enclosed are the
Statement of Candidacy and the CCCT Biographical Sketch Form for our nominee.



Signature of Clerk or Secretary of Governing Board

CCCT BOARD STATEMENT OF CANDIDACY

Must be returned to the League office **postmarked no later than February 15, 2019** along with the nomination form and biographic sketch form. **Faxed and/or electronically mailed material will not be accepted.**

CANDIDATE'S NAME: Brigitte Davila DATE: 2/14/19

What do you see as the major issues and activities that should be considered by CCCT and the League in the next two years? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

- Increase accessibility for all students through Debt-Free College programs.
- Address faculty/staff/student housing issues as equity issues in many parts of California.
- Support Latino college completion rates through programs to close the achievement gap.
- Develop flexible programs that respond to workforce needs as well as provide pathways to further education.

What do you feel you can contribute in these areas? **(50 words or less; any portion of the statement beyond this limit will not be included.)**

- My experience listed below informs my policy decisions:
- Teaching at SFSU for 25 years (College of Ethnic Studies)
 - Membership in a faculty union (CFA)
 - Fighting for equitable funding for higher education
 - Raised in working-class Chicano neighborhood and first-generation college student
 - Legal/policy background from UC Berkeley

CCCT BOARD BIOGRAPHIC SKETCH FORM

Must be returned to the League office **postmarked no later than February 15, 2019**, along with the nomination form and statement of candidacy. **Faxed and/or electronically mailed material will not be accepted.**

PERSONAL

Name: Brigitte Davila Date: 2/14/19
Address: 8 Colonial Way, #7 ,
City: San Francisco Zip: 94112
Phone: Cell: 415-531-9743 same
(home) (office)
E-Mail: bdavila@ccsf.edu

EDUCATION

Certificates/Degrees: Bachelor of Arts, Rhetoric, University of California, Berkeley
Juris Doctor, Berkeley Law (Boalt), University of California, Berkeley

PROFESSIONAL EXPERIENCE

Present Occupation: I have been teaching policy and government classes in the
College of Ethnic Studies at San Francisco State University for
the last 25 years

Other: Previous to my teaching experience, I worked as an Associate Attorney.

COMMUNITY COLLEGE ACTIVITIES

College District Where Board Member: San Francisco Community College District (City College)

Years of Service on Local Board: I have just started my second term (5 years)

Offices and Committee Memberships Held on Local Board: _____

Past President of Board Of Trustees (CCSF)

Representative to Balboa Reservoir Citizen Advisory Committee

State Activities (CCCT and other organizations boards, committees, workshop presenter;
Chancellor's Committees, etc) _____

Hopefully, the CCCT Board in the future.

National Activities (*ACCT and other organizations, boards, committees, etc.*): _____

ACCT Northern California Coordinator
ACCT Board Liaison to 2019 ACCT National Congress Planning Committee
Hispanic Association of Colleges and Universities (HACU)

CIVIC AND COMMUNITY ACTIVITIES

Alpha Partial List of organizations I have participated in:

Coleman Advocates for Families and Children
California Teachers Association
California Democratic party
Harvey Milk LGBTQ Democratic Club
Mission Terrace Improvement Association
San Francisco District 11 Democratic Club
San Francisco District 11 Council
San Francisco Latino Democratic Club

OTHER

San Francisco State University Academic Senate 2008 - 15
California Faculty Association, SFSU Chapter Board Member 2008 - 2013
Higher Ed Representative to California Teacher's Association State Council
2010 - 2013

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: OCSBA Maureen DiMarco Award Nomination

ACTION: Approval

BACKGROUND

The Orange County School Boards Association (OCSBA) created the Maureen DiMarco award to recognize individuals or organizations demonstrating countywide service in addressing the needs of young people. The award is given in memory of Maureen DiMarco, who served as California's First Cabinet Secretary for Child Development and Education, President of California School Boards Association and President of Orange County School Boards Association.

STATUS

OCSBA is seeking nominations for the Maureen DiMarco Award. The Maureen DiMarco Award Committee consists of five OCSBA past presidents, including the immediate OCSBA past president, who serves as the chair of the committee. The committee determines whether the award is presented annually based on a candidate demonstrating the following criteria: Exemplary and far-reaching leadership countywide in addressing the broad needs of young people. Inspiring others to action in addressing the broad needs of young people. Exhibiting vision in addressing the needs of young people. Recipient may or may not have served as a school board member. The deadline for submission is Friday, March 29, 2019. The award, if any, will be presented at the OCSBA dinner meeting at the Marriott Hotel in Irvine, on Wednesday, May 1, 2019.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees nominate Robert Flournoy, Custodian at Irvine Valley College, for the Maureen DiMarco Award (Exhibit A), and approve the nomination for transmittal to OCSBA.

Item Submitted By: *Kathleen F. Burke, Chancellor*



Orange County School Boards Association

200 Kalmus Drive • Costa Mesa, CA 92628-9050 • ocsba@ocde.us

EXHIBIT A

Page 1 of 5

January 29, 2019

TO: Board Members of Orange County School Districts, Community Colleges and Regional Occupational Programs

FROM: Francine Scinto, Chairperson, Maureen DiMarco Award Committee

SUBJECT: **2019 Maureen DiMarco Award Nominations**

The Maureen DiMarco Award recognizes an individual or an organization for exemplary and far-reaching leadership in addressing the broad needs of our young people countywide. The award is given in memory of Maureen DiMarco, who served as California's First Cabinet Secretary for Child Development and Education, President of the California School Boards Association, and President of the Orange County School Boards Association.

Criteria for the award are as follows:

- a. Inspiring others to take action in addressing the broad needs of young people.
- b. Exhibiting vision in addressing the needs of young people across Orange County.
- c. Recipient may or may not have served as a school board member.

A nomination form and a list of past recipients are enclosed. The deadline for submission is **Friday, March 29, 2019**. The award, if any, will be presented on Wednesday, May 1, 2019, during the OCSBA Annual Dinner meeting at the Marriott Hotel in Irvine.

Please submit all award nominations to ocsba@ocde.us. If you have any questions, please contact Rosalee Hormuth at (714)708-4980 or Thea Savas at (714)966-4230.

Enclosures: Nomination Form
List of Past Recipients

cc: Superintendents and Chancellors



Orange County School Boards Association

2019 Maureen DiMarco Award Nomination Form



The Maureen DiMarco Award recognizes an individual or an organization for exemplary and far-reaching leadership in addressing the broad needs of our young people countywide. The award is given in memory of Maureen DiMarco, who served as California's First Cabinet Secretary for Child Development and Education, President of California School Boards Association, and President of Orange County School Boards Association.

Criteria includes:

- a. Inspiring others to take action in addressing the broad needs of young people.
- b. Exhibiting vision in addressing the needs of young people across Orange County.
- c. Recipient may or may not have served as a school board member.

Submit the completed nomination form and attachments by Friday, March 29, 2019 to:

Orange County Department of Education
c/o Rosalee Hormuth
200 Kalmus Drive, P.O. Box 9050, Room A-1154
Costa Mesa, CA 92628-9050
or via email: ocsba@ocde.us

Name of Nominee _____ Title (if applicable) _____

Organization _____ Email: _____

Address _____ Phone () _____

Name of school board making the nomination: _____

Contact _____

Email Address _____ Phone () _____

Please explain in detail the nominee's contribution(s) and service to Orange County in addressing the broad needs of our young people. Please attach a maximum of two pages, single-sided. No other supporting documentation will be considered. **Failure to follow these directions will result in disqualification of the nomination.**

The award, if any, shall be presented during the OCSBA Annual dinner meeting on May 1, 2019 at the Marriott Hotel in Irvine. Confidentiality of the selection shall be maintained by the committee until presentation of the award.



Maureen DiMarco Award Past Recipients

2018	Ronald Wenkart
2016	Draper Family Foundation
2015	Celia Jaffe, Huntington Beach City SD Board member
2014	Rudy Hanley, President and CEO SchoolsFirst Credit Union
2013	Jan Harp Domene*
2012	LEAPS Initiative (Life Threatening Events Associated with Pediatric Sports)
2009	Dr. Dore Gilbert
2009	SchoolsFirst Credit Union
2004	Lynn Daucher
2003	Pam Iles
2002	Bob Lindsay*
2002	Marilyn Buchi
2000	Joanne Stanton*
1994	Marian Bergeson*
1993	Maureen DiMarco*
1993	William Steiner

**Deceased*

Homelessness and hunger are real issues facing many of our Orange County youth. Every day you open the news, there is a new article on the topic. Many read and reflect on how horrible this epidemic has become and wonder how it can be resolved. Robert Flournoy is a man who has put those thoughts into action.

Robert started his nonprofit organization in 2011 to address a need he recognized while working with the homeless in Orange County- hunger, or more specifically, a need for fresh produce. This recognition turned into his passion, which he says, is now his mission- to fight hunger.

Robert began working with Orange County farmers in Irvine, organizing volunteers to “glean” the fields after harvests. Gleaning is the act of collecting leftover crops from farmers' fields after they have been commercially harvested or on fields where it is not economically profitable to harvest. Food is left in the field for all kinds of reasons. The two main reasons are that mechanical harvesting misses a lot and that sometimes the crops are not pretty enough for supermarket shelves. Each year, in partnership with farmers, Robert and his organization glean 80,000 – 100,000 pounds of fresh produce and donate to elementary schools, Veterans, food banks, soup kitchens, churches, and food pantries in Orange County and Los Angeles County through daily donations and ongoing gleaning projects each year.

A Santa Ana local, Monte Vista Elementary to Spurgeon Intermediate and Santa Ana High School Graduate, Robert has given back to the community of his roots. Twice a year he organizes food distributions at Madison Elementary in Santa Ana. These distributions require him to procure a minimum of 22 pallets of food to help support over 500 students and their families. These distributions benefit students of four local elementary schools: Madison, Kennedy, Roosevelt, and Walker.

For the past 22 years, Robert has been a full-time Custodian at Irvine Valley College, part of the South Orange County Community College District. He bridges this job with his community service by creating opportunity to help the IVC veteran and low income students.. He has organized food distributions for Thanksgiving and Christmas, as well as worked with student clubs to volunteer with his gleaning projects.

In addition to his food distributions at local schools, Robert organizes door-to-door grocery food distributions to local communities delivering between 600-800 bags of groceries with the support of various schools, nonprofit organizations, churches, food banks and businesses to ensure that no one goes hungry. Each year with The Nobel Viking Charities receiving over 100 boxes of food which he then gives away to local students, low income families, Veterans, farm workers and to those that are in need in general.

His coworkers recognize the efforts he makes. Some of his coworkers recently commented that:

Robert Flournoy is the evening facilities person for the library at Irvine Valley College. He is an amazing individual and friend, full of energy, ideas and hope. I've gotten to know Robert over the last 10 years and he is always working on a new volunteer opportunity. I'm not sure when he sleeps! Through Loaves and Fishes x10, he gathers volunteers to help glean the farm fields at IVC and around Orange county and donates the food to local food banks and low income youth and families in need. He organized a food drive through Santa Ana Unified School District and fed over 500 district families. Here at IVC he is involved with collecting food donations for Thanksgiving and Christmas care bags for EOPS and Veteran's students. Over the years, Robert has received many awards. Noteworthy are, four Congressional Certificates of Recognition, a California Senate Resolution, and a Certificate of Recognition from the Santa Ana USD board. And in his spare time, he hosts a talk show called, "Now is the Time" and also, writes and records original songs. I believe Robert exemplifies the spirit of the Maureen DiMarco award.

-Jeanette Murillo, IVC

I have known Robert for at least 10 years, he is a man with integrity and dedicated to helping others less unfortunate in the community. He also, he dedicated to helping his co-workers in times of difficulty. I admire his dedication to others.

-Beth Sanchez, IVC

In 2015, Robert was recognized with a Certificate of Congressional Recognition by US House of Representatives members, Loretta Sanchez for his commitment "which truly makes a difference in the lives of hundreds of children and families"; and Alan Lownthal for his "dedication and support for the Orange County's deserving children and their families during the holiday season". Robert and his organization have been awarded Certificates of Recognition from the City of Santa Ana in addition to Appreciation Awards from Valley High and other Orange County K-12 schools he works with.

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: OCSBA Board of Directors Interest Form
ACTION: Approval

BACKGROUND

The Orange County School Boards Association (OCSBA) provides an opportunity for school and community college board members from throughout the county to network and obtain pertinent legislative and educational information that impacts public education at the local level and statewide. For this reason, it is important that the Board of Directors be made up of board members from as many districts across the county as possible.

STATUS

The responsibilities of the Board of Directors include attendance at three dinner meetings and up to five Board of Directors meetings annually. Members may also be invited to serve on special committees. The term for the Board of Officers is one year, and Directors is two years. Each OCSBA board member must be currently serving on a school board. Members must have served at least two years on their district board of trustees. There shall be no more than two trustees from any one school board serving on the board of directors at the same time.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees determine if they wish to nominate a trustee(s) for the OCSBA Board of Directors, and, if so, approve the nomination(s) for transmittal to OCSBA as shown in Exhibit A.



Orange County School Boards Association

200 Kalmus Drive • P.O. Box 9050 • Costa Mesa, CA 92628-9050 • ocsba@ocde.us

March 15, 2018

TO: Board Members of Orange County School Districts, Community Colleges, and Regional Occupational Programs

FROM: Lauren Brooks, OCSBA 1st Vice President and OCSBA Nominating Committee Chairperson

SUBJECT: OCSBA BOARD OF DIRECTORS INTEREST FORM

The Orange County School Boards Association (OCSBA) provides an opportunity for school and community college board members from throughout the county to network and obtain pertinent legislative and educational information that affects public education at the local level and statewide. For this reason, it is important that the Board of Directors be made up of board members from as many districts across the county as possible.

The responsibilities of the Board of Directors include attendance at three dinner meetings and up to five Board of Directors meetings annually. Members may also be invited to serve on special committees. The term for the Board of Officers is one year, and Directors is two years. Each OCSBA board member must be currently serving on a local school board. To be eligible for nomination to the slate, members must have served at least two years on their district board of trustees and be in good standing. There shall be no more than two trustees from any one school board serving on the board of directors at the same time.

If you are interested in being considered for nomination to the OCSBA Board of Directors, please complete the attached form and return it by Friday, **April 5, 2019** via email to ocsba@ocde.us. If you have any questions, please call Rosalee Hormuth, OCDE/OCSBA Representative, at (714) 708-4980.

RS:lb

cc: Superintendents and Chancellors



**Interest Form for OCSBA Board of Director Positions
2019-2020**

Name:

Email:

Street Address:

City/Zip:

Phone:

Fax:

District:

Years on the Board:

Term Dates:

I am interested in serving on the OCSBA Board of Directors because:
(please use additional paper if necessary)

Special areas of interest:
(please see attached list of open positions)

Have you completed the CSBA Masters in Governance? Yes No

How many CSBA Annual Conventions have you attended? _____

Do you generally attend the OCSBA Dinner Meetings? Yes No

Email completed form to:
Rosalee Hormuth, OCDE/OCSBA Representative
ocsba@ocde.us



**OCSBA Board of Directors
Vacant Positions**

Please identify with a check mark the board positions you are interested in.

OFFICERS

Term 2019-2020 – 1 Year Term
(Recommended prior OCSBA board of directors' experience)

- | | |
|----------------------------|--------------------------|
| President | <input type="checkbox"/> |
| First Vice President | <input type="checkbox"/> |
| Vice President of Programs | <input type="checkbox"/> |
| Secretary | <input type="checkbox"/> |
| Treasurer | <input type="checkbox"/> |

DIRECTORS

Term 2019-2021 – 2 Year Term

- | | |
|------------------------------------|--------------------------|
| Elementary District Representative | <input type="checkbox"/> |
| Unified District Representative | <input type="checkbox"/> |
| Community College Representative | <input type="checkbox"/> |
| ROP Representative | <input type="checkbox"/> |
| Legislative Representative | <input type="checkbox"/> |

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Request to Change Local District Election System

ACTION: Approval

BACKGROUND

Education Code Section 72036 authorizes governing boards of community college districts to change from an *at-large* election system to a *by-trustee area* election system without first holding an election to authorize the change. At-large electoral systems are subject to challenges under the California Voting Rights Act of 2001 (Voting Rights Act). Education Code Section 72036 was adopted, in part, to assist community college districts in complying with the Voting Rights Act.

Education Code Section 72036 was enacted in 2011 to provide community college districts with a simplified, streamlined and cost-effective procedure for adopting *by-trustee area* election systems.

In an *at-large* election system, voters are eligible to vote for all seats up for election. By contrast, in a *by-trustee area* system, voters who live within a geographic area elect a trustee to represent the interests of that particular geographic area. Section 72036 requires a community college district to obtain the approval of the Board of Governors for the proposed change in trustee election systems.

The board of trustees of the community college district must adopt a resolution in support of the change in election system and obtain approval of the Board of Governors of the California Community Colleges.

STATUS

The State Chancellor's office has established an electronic application process for districts to utilize when seeking Board of Governors approval for a *by-trustee area* election system. Prior to submission to the Board of Governors, all applications are reviewed by the Office of the General Counsel for completeness and timeliness. (Exhibit A)

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution 19-06, initiating the process of establishing Trustee Areas and Elections By-Trustee Areas. (Exhibit B)

Item Submitted By: *Kathleen F. Burke, Chancellor*

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

1102 Q STREET
SACRAMENTO, CA 95811-6549
(916) 445-8752
HTTP://WWW.CCCCO.EDU



**Request to Change Election System
Education Code § 72036**

Community College District:		Contact's name and title:		Email:	
Address:		City:	State:	Zip:	Phone:
Date of request:		Local board approval date: (Required)			
Legal criteria					
<p>1. Specify which change in election system the district is proposing (check one):</p> <p><input type="checkbox"/> to move from an <i>at-large</i> election system to a <i>by trustee area</i> election system</p> <p><input type="checkbox"/> to adopt a top-two primary system in conjunction with a change, or as an addition to a previous change, from an <i>at-large</i> election system to a <i>by trustee area</i> election system</p> <p><input type="checkbox"/> to increase the number of trustees and trustee areas to five or more or decrease them nine or fewer in conjunction with a change, or as an addition to a previous change, from an <i>at-large</i> election system to a <i>by trustee area</i> election system</p> <p><input type="checkbox"/> to both adopt a top-two primary system and to increase the number of trustees and trustee areas to five or more or decrease them to nine or fewer, and both in conjunction with a change, or as an addition to a prior change, from an <i>at-large</i> election system to a <i>by trustee area</i> election system</p>					
2. Reason for changing election systems:					
3. Number of trustees and trustee areas under the newly proposed election system:					
4. Explain how ALL of the Education Code section 72036(c) requirements have been met (if applicable):					
District or County Certification – <i>I hereby certify that the information provided on this application is accurate and complete.</i>					
Authorized Signature:		Name and Title:		Date:	

Please note that additional pages can be attached, if needed.

**Request to Change Election Systems
California Community Colleges Chancellor's Office**

Send Original plus one copy to:

California Community Colleges
Chancellor's Office
1102 Q Street
Sacramento, CA 95811-6549
ATTN: Legal Affairs
Election System Request Form

Or

Email the completed form and back-up material to: legaffairs@cccco.edu

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
ORANGE COUNTY, CALIFORNIA**

RESOLUTION #19-06

**RESOLUTION INITIATING PROCESS OF ESTABLISHING TRUSTEE AREAS AND
ELECTIONS BY-TRUSTEE AREAS**

WHEREAS, the South Orange County Community College District ("District") currently uses an at-large system of electing the members of its Board of Trustees; and

WHEREAS, the Board is aware that under state law an at-large method of election may be deemed to impair the ability of some voters to elect candidates of their choice or to influence the outcome of elections and, therefore, may be subject to challenge under the California Voting Rights Act of 2001, California Elections Code § 14025, *et seq.* ("CVRA"); and

WHEREAS, the Board has made the determination to initiate the process of establishing trustee areas and changing the method of electing members of the Board in order to ensure compliance with the CVRA or, at minimum, avoid the potential for costly litigation under the CVRA; and

WHEREAS, the Board intends to initiate a very deliberate, careful, and public process for establishing trustee areas and for changing the method of electing members of the Board, to take effect commencing with the November 2022 election.

WHEREAS, Education Code Section 72036 authorizes community college districts to change to a by-trustee area electoral system with the approval of the Board of Governors of the California Community Colleges;

NOW, THEREFORE, BE IT RESOLVED that the Board directs the Chancellor or designee to immediately initiate the legal and regulatory process to establish trustee areas within the District, as provided in Education Code section 72036(a), in sufficient time for trustee areas to be established for the November 2022 election of members of the Board; and

BE IT FURTHER RESOLVED that the Board directs the Chancellor or designee to initiate the legal and regulatory process of changing the method of electing members of the Board from the current at-large system, whereby each member of the Board is elected by the registered voters of the entire District (Educ. Code § 5030(a)), to a method which provides that the District's territory will be divided into trustee areas wherein Board members residing in each trustee area will be elected by the registered voters of that particular trustee area (Educ. Code § 72036(a)); and

BE IT FURTHER RESOLVED that the initial boundaries of each trustee area are to reflect a substantially equal population in each district as enumerated in the most recent decennial federal census, and updated accordingly thereafter as required by law; and

BE IT FURTHER RESOLVED that the Board directs the Chancellor or designee to initiate processes for establishing trustee areas and changing the method of electing members of the Board that are inclusive, thoughtful, and public, providing for and encouraging significant input on the issues the Board will address from all interested citizens and interest groups; and

BE IT FURTHER AND FINALLY RESOLVED that the Chancellor or designee is authorized to initiate the legal and regulatory process to seek approval from the California Community College Chancellor's Office for the transition to a by-trustee area voting method.

ADOPTED, SIGNED AND APPROVED this ____ day of _____, 2019

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

CERTIFICATION

I, James R. Wright, Clerk of the Board of Trustees of the South Orange County Community College District, do hereby certify that the foregoing Resolution was adopted by the Board of Trustees of said District at a meeting of said Board held on the ____ day of _____, 2019, and that it was so adopted by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Clerk of the Governing Board
South Orange County Community College District

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Saddleback College Community Education, Emeritus Institute, and K-12 Partnerships Facility Use Agreement with Saddleback Valley Unified School District (SVUSD)

ACTION: Approval

BACKGROUND

In 2013-2014, AB 86 outlined the expectation to create consortiums between K-12 districts and community college districts to coordinate Adult Education Programs which led to the development of the South Orange County Regional Consortium (SOCRC). As part of the SOCRC implementation plan, during the 2015-2016 academic year, Saddleback Valley Unified School District (SVUSD) initiated the transition of their Adult Education Program operations to Saddleback College, the lead community college for the southern area SOCRC. As part of the transition and implementation of the southern area SOCRC Adult Education Program, SVUSD offered the continued use of their facilities at a low rate to provide continuity in programming.

On June 8, 2016, SOCCCD entered into a Facility Use Agreement with SVUSD with the initial rate of \$40,000 per year for 2015-2016 and 2016-2017. This initial agreement was extended to cover 2017-2018 in October 2018 with the understanding that a new agreement would be negotiated to address the increased use of SVUSD facilities.

STATUS

After three years, the transition of SVUSD's Adult Education Program to Saddleback College is complete. The negotiations of the Facilities Use Agreement to secure ongoing usage of the SVUSD facilities for continued programming as part of the SOCRC plan is now complete. The new Facilities Use Agreement is estimated at a total contract value of \$116,000 per year and \$609,000 for the entirety of the agreement term starting July 1, 2018 through June 30, 2023, as seen in EXHIBIT A.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Facility Use Agreement with the Saddleback Valley Unified School District for a five-year total of \$609,000 for facilities use from July 1, 2018 through June 30, 2023.

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



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

OFF-SITE FACILITY USE AGREEMENT

This Agreement ("Agreement") is between **South Orange County Community College District on behalf of Saddleback College** ("District"), and **Saddleback Valley Unified School District** ("Property Owner"). District and Property Owner are also referred to collectively as the "Parties", and individually as "Party".

NOW, THEREFORE, in consideration of these mutual promises, the Parties agree as follows:

1. **Purpose Of Use:** District desires use of Property Owner's facility for the purpose of: providing adult education classes. Property Owner to allow use of office spaces, classrooms, labs, restrooms, equipment, and custodial supplies.
2. **Location:**
Silverado High School Campus ("Facility")
25632 Peter A. Hartman Way
Mission Viejo, CA 92691
David Gordon
949-586-8800 / david.gordon@svusd.org
3. **Term:** This Agreement shall commence on **July 1, 2018**, and shall continue in full force and effect thereafter until and including **June 30, 2023** ("Term"), unless this Agreement is terminated during the Term pursuant to this Agreement.

Day/Dates: Regular School year including summer

Time: All day for office facilities and 2.00pm to 10.00pm for classroom facilities

Termination: Either party may terminate this Agreement at any time by giving each other 120 day notice, provided that the termination shall be effectuated at the end/completion of the then current term/semester. The Agreement may also be terminated sooner subject to the District's availability of funding and allocation.

4. **General Conditions:** District desires to use Property Owner' Facility; and in consideration of the promises made and intending to be legally bound, the Property Owner and District agree to the Terms and Conditions as set forth herein, and to any Addendum made a part hereof. The Property Owner assumes no liability or responsibility for any personal property of District or of its governing board, officers, employees, agents, representatives, guests, or invitees of District, brought on to the premise during the term of this Agreement. Property Owner agrees that in the event this Off-Site Facility Use Agreement is canceled by District, or due to District's failure to meet Agreement requirements, refund of all unused portions of the fees shall be returned to the District within thirty (30) days. Any amendments to this Off-Site Facility Use Agreement shall be made in writing at least sixty (60) working days by both Parties.

If applicable, all rights of any kind in and to all the photographs, motion pictures or videotapes obtained from the exercise of the permission herein granted (and any negatives, prints, or duplicates thereof) shall remain vested with District.

5. Fees: For use of facilities fees shall be computed as below:

Rental Breakdown and Calculations	
Room (including office facilities) rate not including custodial supply reimbursement	\$19.22
*Custodial supply reimbursement rate per room per day (\$4500 per year)	\$0.78
**Rate per room per day including custodial supply reimbursement	\$20.00
Rent computed per year:	
Average Days	200
Average Rooms (including office facilities)	29
Rate per day for 29 class rooms	\$580.00
***Rate per year (200 days) for 29 class rooms	\$116,000.00

*The rates include \$4,500 per year for custodial supply reimbursement.

**** Rate per room per day including custodial reimbursement is set at \$20.00 for the term of the contract and shall be the basis of computation for all additional room requests.**

*** Rate per year (200 days) includes regular school year and summer.

5.1 Payment of Fees: The above computed fees shall be paid bi-annually at the completion of each six month term. Depending on usage, the above fees shall be adjusted for each 6 month period to factor the increased or decreased use of facilities. The rate per day shall be the basis of calculation for all increase or decrease in the number of rooms requested any time during the term of the agreement. Should the District need additional rooms and contingent to availability of space, Property Owner shall in good faith accommodate the District's request for additional rooms at the rate of \$20 per room per day as computed in the above section.

6. **Use of Facilities:** District understands and acknowledges that Property Owner maintains control over its Facilities and their usage, including, but not limited to, alterations of its facilities. District agrees that it shall obtain the prior written approval of any alterations, additions, "set dressing," or other modification(s) to facilities, whether temporary or permanent, are undertaken. District understands and agrees to restore any modifications to their original condition.
7. **Condition of Location:** Prior to use of Facility, representatives of District and Property Owner shall inspect the location(s), noting any problems, cleanliness, defects, or extraordinary wear and tear that may exist at each Facility. At the conclusion of use of Facility, representatives of District and Property Owner shall re-inspect each location to establish the condition thereof. Property Owner to ensure areas assigned to the District are clean prior to the start of each day the program is in session. District shall ensure that the facilities are returned to each party in a clean and usable condition after every use.
8. **Notice:** All notices or demands to be given under this Agreement by either Party to the other Party shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by certified or registered mail, return receipt requested, with postage prepaid. Service shall be considered given when received, if personally served, or, if mailed, on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either Party may be changed by written notice given in accordance with the notice provisions of this Section. At the date of this Agreement:

District: South Orange County Community College District
Priya Jerome, Executive Director, Business Services
28000 Marguerite Parkway
Mission Viejo, CA 92692-3635

(949) 582-4850

Property Owner: Saddleback Valley Unified School District
Connie Cavanaugh
25631 Peter A. Hartman Way
Mission Viejo, CA 92691
949-580-3226 / connie.cavanaugh@svusd.org

A Party may change its/his/her designated representative and/or address for the purpose of receiving notices and communications under this Agreement by notifying the other Party of the change in writing and in the manner described in this Section.

9. **Hold Harmless and Indemnification.** To the fullest extent permitted by law and as a material part of this agreement, Property Owner shall hold harmless, defend at its own expense, and indemnify South Orange County Community College District, its Board of Trustees, officers, employees, agents, invitees, volunteers, and representatives from and against any and all liability claims, including claims for bodily injury, personal injury, liens, losses, costs, property damage, expenses and obligations, including reasonable attorney fees, arising from the negligent acts, errors or omissions, or willful misconduct of the Property Owner's ownership, maintenance, inspection, or repair of the facilities and/or equipment contained therein. This Indemnification shall exclude however, such liability claims, losses, damages, or expenses arising from the District's sole and active negligence, willful misconduct, or unlawful acts.

In the event any article sold and delivered hereunder is covered by any patent, copyright, or application thereof, Property Owner shall hold harmless and indemnify South Orange County Community College District, its Board of Trustees, officers, employees, agents, volunteers, and representatives from any and all losses, costs or expenses resulting from claims, suits or judgments rendered for violation of rights under such patents, copyright, or application. In no event shall the District be liable for any loss of Property Owner's business, revenues or profits, or special, consequential, incidental, indirect or punitive damages of any nature, even if the District has been advised in advance of the possibility of such damages.

District shall, hold harmless, defend, and indemnify Property Owner from any and all actions, claims, including claims for bodily injury, personal injury, liens, losses, costs, property damage, expenses, obligations to persons or property or liabilities arising out of District's use of Facilities. Property Owner shall provide indemnification to for liability claims, losses, liens, personal liability, property damage, or expenses arising from the Property Owner or its representatives' sole and active negligence, willful misconduct, or unlawful acts. Property Owner will have the sole responsibility and obligation for ownership, maintenance, inspection, repair, and setup of the Facility and all equipment contained therein. Furthermore, Property Owner warrants to keep Facility and equipment in a safe condition in accordance with industry standards.

The parties understand and agree that the above shall be the sole indemnity provision governing this agreement. Any other indemnity that is attached to this agreement shall be void and unenforceable between the parties.

10. **Insurance:** District and Property Owner agrees to maintain, in full force and effect the following insurance coverages from self-insurance or an admitted carrier in the State of California with an A.M. Best Rating of A-:VII or higher: (i) Commercial General Liability with coverage including bodily injury, broad form property damage, and blanket contractual liability with a per occurrence limit of not less than One Million Dollars (\$1,000,000) and Two Million Dollars (\$2,000,000) general aggregate; (ii) Automobile Liability covering "Any Auto" with a per occurrence limit of not less than One Million Dollars (\$1,000,000) and Two Million Dollars (\$2,000,000) general aggregate; (iii) Workers' Compensation insurance as required by the State of California; and (iv) Employer's Liability with limits of not less than One Million Dollars (\$1,000,000) for Each Accident, Disease - Each Employee, and Disease - Policy Limit.

District and Property Owner's liability insurance coverages/policies shall name the other party as an Additional Covered Party/Insured.

District and Property Owner shall deliver Certificate(s) of Insurance along with a copy of the Additional Insured Endorsement, when requested by either party, at least 48-hours upon request.

- 11. **Non-Assignability:** This Agreement may not be assigned without prior written consent of Property Owner, which consent may be withheld by Property Owner in its sole and absolute discretion.
- 12. **Choice Of Law And Venue:** This Agreement is to be governed by and interpreted in accordance with the laws of the State of California. If any action is brought arising out of this Agreement, including but not limited to, any claim for breach of the same, interpretation of the same, cancellation or specific performance, said action shall be brought in the appropriate court in Orange County, California.
- 13. **Entire Understanding:** This Agreement contains the entire understanding of the parties. There are no representations, covenants or warranties other than those expressly stated herein. No waiver of modification of any of the terms hereof shall be valid unless in writing and signed by both parties.
- 14. **Statement Of Information:** The undersigned, as a duly authorized representative for South Orange County Community College District, states that to the best of his/her knowledge the Property Owner's property for use by which Agreement is hereby made, will not be used for or any act which is prohibited by law. By my signature below, I acknowledge that I am authorized to sign on behalf of SOCCCD and bind SOCCCD to the terms of this Agreement. I understand and agree to all terms, conditions Rules and Regulations in this Agreement.

IN WITNESS WHEREOF, this Agreement has been executed by and on behalf of the Parties, the day and year signed below.

SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Signature of Authorized Representative

BY: _____
Signature of Authorized Representative

Print Name:

Print Name: Ann-Marie Gabel

Print Title:

Print Title: Vice Chancellor, Business Services

Date:

Date:

Phone #
and Email: Phone No. / Email

Phone #
and Email: (949) 582-4850 / PJerome@socccd.edu

Initiating Department: Community Education, Emeritus Institute, and K-12 Partnerships

Contact Name: Karima Feldhus

Phone & Email: 949-582-4326 / KFeldhus@saddleback.edu

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Authorize the Purchase of Furniture at Saddleback College, National Office Furniture, Inc.

ACTION: Approval

BACKGROUND

Saddleback College has an ongoing need to procure furniture for various classrooms, offices and other locations throughout the college. In August 2014, Saddleback College began standardizing furniture to allow for a cohesive look throughout the college. On January 25, 2016, the Board approved the use of California Multiple Award Schedule (CMAS) Contract No. 4-11-71-0119A as awarded to National Furniture, Inc. for classroom furniture for the new Sciences Building project, which was effective through June 30, 2016. Supplement No. 7 extends the term of the CMAS Contract through June 30, 2021.

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

STATUS

Saddleback College seeks to replace furniture as-needed throughout the campus. National Office Furniture, Inc. has been awarded CMAS Contract No. 4-11-71-0119A Supplement No. 7 (CMAS Contract) for furniture. District staff has reviewed the terms and conditions of the contract and finds it is in the best interest of the District to use the CMAS Contract. The CMAS Contract is available for review in the Procurement, Central Services and Risk Management departments. The CMAS Contract allows for the usage of various resellers listed in Attachment D of the contract.

This approval applies to purchases made within the term of the Supplement No. 7 to the CMAS Contract through June 30, 2021, and is contingent upon the availability of funds for each purchase. All purchases will be procured using District issued purchase orders and will be brought forward for Board ratification.

Funds are provided from a variety of accounts including basic aid allocations and department operational budgets. This approval applies to purchases made within the terms of the CMAS Contract and is contingent upon verification of the availability of funds for each purchase.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the use of California Multiple Award Schedule Contract No. 4-11-71-0119A, Supplement No. 7 as awarded to National Office Furniture, Inc. for the purchase of furniture.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Authorize the Purchase of Identification Card Printing Equipment, Software, Cards, Integrations Services, and Related Supplies from Card Integrators Corporation

ACTION: Approval

BACKGROUND

District Technology has an ongoing need to procure Identification Card (ID) printing equipment, software, cards, integration services, and related supplies for the District unified ID card project. District Technology staff performed due diligence by evaluating multiple vendors and concluded that Card Integrators Corporation provided the best compatibility in addressing the needs of the District and colleges.

Pursuant to Public Contract Code section 10298, the District can utilize contracts awarded by the California Department of General Services through its California Multiple Award Schedules (CMAS).

STATUS

District Technology has created a unified ID card system that can be used by students and staff for lab check-in, events, printing, and door entry. By unifying the cards, students and staff can go to any campus and use the same ID card. District Technology staff worked with the colleges and determined that Card Integrators Corporation presented the best solution and value.

Card Integrators Corporation has been awarded CMAS Contract No. 3-09-67-0016A Supplement No. 1 (CMAS Contract) for printing equipment, software, cards, integration services, and related supplies. District staff has reviewed the terms and conditions of the contract and finds it is in the best interest of the District to use the CMAS Contract. The CMAS Contract is available for review in the Procurement, Central Services and Risk Management departments.

This approval applies to purchases made within the term of the Supplement No. 1 to the CMAS Contract through October 31, 2019, and is contingent upon the availability of funds for each purchase. All purchases will be procured using District issued purchase orders and will be brought forward for Board ratification.

Funding is available in the District IT approved basic aid account.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the use of California Multiple Award Schedule Contract No. 3-09-67-0016A, Supplement No. 1 as awarded to Card Integrators Corporation for the purchase of identification card printing equipment, software, integrations services, cards, and related supplies.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Retiree OPEB Trust Actuarial Report and Recommended Funding

ACTION: Approval

BACKGROUND

GASB requires an actuarial valuation for retiree benefits to be performed every two years, however SOCCCD has chosen to complete them annually. In January 2018, the District consultant, Nyhart Company, completed the 2018 actuarial study for retiree benefits. The Actuarial Accrued Liability (AAL) was \$110.2 million and the plan assets were valued at \$116.2 million. This resulted in a net Other Post Employment Benefit (OPEB) surplus of \$6.0 million.

STATUS

In January 2019, Nyhart Company completed the 2019 actuarial report for retiree benefits. The AAL is now \$111.6 million and the value of the plan assets is \$110.9 million resulting in a Net OPEB Liability (NOL) of \$659 thousand. The change from a surplus in 2018 to a liability in 2019 is the result of the market downturn in December 2018. Although the market is rebounding, the NOL will be fully funded from the FY 2019-2020 Basic Aid funds.

The normal cost to fund the current year accrual for active employees is calculated at \$5 million. This amount will be allocated from Basic Aid funds for FY 2019-2020 and deposited into the trust to offset the current year retiree benefit costs. An executive summary and full report are provided in EXHIBIT A.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept Nyhart Company's 2019 actuarial report and allocate \$659,154 to fund the actuarial accrued liability and \$5,039,664 to fund the normal cost for FY 2019-2020.

February 12, 2019

PRIVATE

Ms. Kim McCord
Executive Director, Fiscal Services
South Orange County CCD
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree Health Actuarial Valuation

Dear Ms. McCord:


We are presenting our report of the January 1, 2019 actuarial valuation conducted on behalf of the South Orange County Community College District (SOCCCD) for its retiree health program.

The purpose of the valuation is to measure SOCCCD's liability for other postemployment benefits (OPEB) determined and to determine an actuarially determined contribution (ADC). The ADC is a target or recommended contribution to a defined benefit OPEB plan for the applicable period determined in accordance with the parameters and in conformity with Actuarial Standards of Practice. The valuation results may serve as the basis for complying with GASB 75 for the fiscal year ending June 30, 2019.

The Nyhart Company is an employee owned actuarial, benefits and compensation consulting firm specializing in group health and retiree health and qualified pension plan valuations. We have set forth the results of our study in this report.

We have enjoyed working on this assignment and are available to answer any questions.

Sincerely,
NYHART



Luis Murillo, ASA, MAAA
Consulting Actuary

Enclosure



nyhart

**South Orange County Community
College District
OPEB Actuarial Valuation
Retiree Health Program
As of January 1, 2019**

South Orange County Community College District
OPEB Actuarial Valuation
Retiree Health Program
As of January 1, 2019

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SECTION I. EXECUTIVE SUMMARY

Background

The South Orange County Community College District (SOCCCD) selected Nyhart to perform an updated actuarial valuation of its retiree health program. The purpose of the valuation is to measure SOCCCD's liability for OPEB benefits and to determine an actuarially determined contribution (ADC). The ADC is a target or recommended contribution to a defined benefit OPEB plan for the applicable period, determined in accordance with the parameters and in conformity with Actuarial Standards of Practice. The valuation results may also serve as the basis for complying with GASB 75 applicable for the fiscal year ending June 30, 2019.

SOCCCD currently provides a contribution towards health benefits to approximately 369 retired employees. In addition, there are approximately 981 active employees earning service credit for eligibility for future retiree health benefits. Eligibility for a contribution towards retiree health benefits and duration of coverage (to age 65 or lifetime) varies by employee group. In general, SOCCCD provides a contribution for 100% of the cost of health coverage to eligible retirees. Section IV of the report details the plan provisions that were included in the valuation and the current premium costs for coverage.

Results of the Retiree Health Valuation

We have determined that the amount of the present value of the projected SOCCCD contributions (actuarial liability) for OPEB benefits, as of January 1, 2019, the valuation date, is \$155,344,866. This amount is based on a discount rate of 6.0%. The amount represents the present value of all benefits projected to be paid by SOCCCD for current and future retirees. If SOCCCD were to have this amount in a fund earning interest at the rate of 6.0% per year, and all other actuarial assumptions were met, the fund would have enough to pay SOCCCD's required contribution for retiree health benefits. This includes benefits for the current retirees as well as the current active employees expected to retire in the future. The valuation does not consider employees not yet hired as of the valuation date.

If the amount of the actuarial liability is apportioned into past service, current service and future service components; the past service component (actuarial accrued liability now referred to as Total OPEB Liability) is \$111,591,160, the current service component (normal cost or current year accrual) is \$4,752,383 and the future service component (not yet accrued liability) is \$39,001,323.

Actuarially Determined Contribution (ADC)

The actuarially determined contribution (ADC) assuming SOCCCD's funding policy is to fund the normal cost (current accrual for benefits being earned) plus an amortization of the unfunded accrued liability or net OPEB liability over 10 years (on a level dollar basis) is equal to \$4,979,864 for the fiscal year ending June 30, 2019.

Funding

SOCCCD has established a GASB eligible trust to pre-fund for its retiree health benefits. The market value of assets in the trust is equal to \$110,932,006 as of December 31, 2018. The actuarial value of assets is equal to the market value of assets. The net (unfunded accrued) OPEB liability/(surplus) at January 1, 2019 is \$659,154. The funded ratio of the plan is 99%.

The SOCCCD investment policy and current asset allocation supports a 6% long term rate of return on plan assets after expenses so the results of the valuation were based on a 6% discount rate.

Changes from Prior Valuation

The valuation reflects updated plan, census and rate information. The valuation reflects the impact of employees retiring under the program. A reconciliation of the change in the actuarial liability (AL) from the prior valuation is provided in the following table:

January 1, 2018 Valuation @6%	\$152.4 Million
Estimated increase due to passage of time (interest on the 1/1/2018 AL less estimated benefit payments paid from 1/1/2018 to 12/31/2018)	3.6 Million
Decrease due to healthcare cost less than assumed (approximately 2% less than assumed on average)	(3.3 Million)
Increase due to new entrants (not included in prior valuation)	3.6 Million
Increase due to demographic experience different than assumed (includes retirement, termination and mortality)	2.1 Million
Increase due to eligibility change for POA employees	0.1 Million
Decrease due to change in assumptions	<u>(3.2 Million)</u>
January 1, 2019 Valuation @6%	\$155.3 Million

A reconciliation of the approximate change in the total (accrued) OPEB liability from the prior valuation is provided below:

January 1, 2018 Valuation @6%	\$110.2 Million
Estimated increase due to passage of time (interest on the 1/1/2018 AAL less estimated benefit payments paid from 1/1/2018 to 12/31/2018 plus normal cost accrual for 1/1/2018 to 12/31/2018)	5.9 Million
Decrease due to healthcare cost less than assumed (approximately 2% less than assumed on average)	(2.4 Million)
Increase due to new entrants (not included in prior valuation)	0.0 Million
Increase due to demographic experience different than assumed (includes retirement, termination and mortality)	1.8 Million
Increase due to eligibility change for POA employees	0.0 Million
Increase due to change in assumptions	<u>(3.9 Million)</u>
January 1, 2019 Valuation @6%	\$111.6 Million

Actuarial Basis

The actuarial valuation is based on the assumptions and methods outlined in Section VI of the report. To the extent that a single or a combination of assumptions is not met, the future liability may fluctuate significantly from its current measurement. As an example, the healthcare cost increase anticipates that the rate of increase in medical cost will be at moderate levels and decline over several years. Increases higher than assumed would bring larger liabilities and expensing requirements. Another key assumption used in the valuation is the discount (interest) rate which is based on the expected rate of return of plan assets. Sensitivity for a 1% increase and decrease in the healthcare trend rates and for a 1% increase and decrease in the discount rate is provided in Section II-G.

GASB requires that implicit rate subsidies be considered in the valuation of medical costs. An implicit rate subsidy occurs when the rates for retirees are the same as for active employees. Since pre-Medicare retirees are typically much older than active employees, their actual medical costs are almost always higher than for active employees. The valuation results were determined using an estimate of the expected costs associated with retired employees.

Scheduled to take effect in 2022, the "Cadillac Tax" is a 40% non-deductible excise tax on employer-sponsored health coverage that provides high-cost benefits. For insured plans, the insurance company is responsible for payment of the excise tax. For self-funded plans, the employer is responsible for payment of the excise tax. The valuation does not include any additional liability for the Cadillac Tax. Any impact is currently determined to be de minimis.

The valuation is based on the census information provided by SOCCCD. To the extent that the data provided lacks clarity in interpretation or is missing relevant information, this can result in liabilities different than those presented in the report. Often missing or unclear information is not identified until future valuations.

SECTION II. FINANCIAL RESULTS

A. Valuation Results

The table below presents the employer liabilities associated with SOCCCD's retiree health benefits. The actuarial liability is the present value of all SOCCCD-paid benefits projected to be paid under the program. The total OPEB liability (TOL) previously referred to as the actuarially accrued liability reflects the amount attributable to the past service of current employees and retirees. The normal cost reflects the accrual attributable for the current period.

	Admin With <u>Board Mbrs</u>	<u>Faculty</u>	<u>Classified</u>	<u>Classified Leadership</u>	<u>POA</u>	<u>Total</u>
1. Actuarial Liability (Present Value of Benefits)						
Actives	\$ 6,340,930	\$64,938,836	\$13,735,110	\$13,098,459	\$439,027	\$98,552,362
Retirees	<u>4,532,796</u>	<u>36,015,142</u>	<u>2,464,978</u>	<u>13,699,463</u>	<u>80,125</u>	<u>56,792,504</u>
Total	\$10,873,726	\$100,953,978	\$16,200,088	\$26,797,922	\$519,152	\$155,344,866
<i>Post 65 Coverage</i>						\$115,028,446
2. Total OPEB Liability (TOL)						
Actives	\$3,444,200	\$36,365,432	\$ 8,141,416	\$ 6,660,681	\$186,927	\$ 54,798,656
Retirees	<u>4,532,796</u>	<u>36,015,142</u>	<u>2,464,978</u>	<u>13,699,463</u>	<u>80,125</u>	<u>56,792,504</u>
Total	\$7,976,996	\$72,380,574	\$10,606,394	\$20,360,144	\$267,052	\$111,591,160
<i>Post 65 Coverage</i>						\$ 86,895,707
3. Normal Cost	\$ 325,838	\$ 2,968,366	\$ 678,320	\$ 749,007	\$ 30,852	\$ 4,752,383
<i>Post 65 Coverage</i>						\$ 3,068,894
No. of Actives*	38	387	448	95	13	981
Average Age	52.7	50.5	47.8	50.8	51.4	49.4
Average Past Service	8.0	11.2	9.4	6.7	4.1	9.7
No. of Retirees*	26	237	34	71	1	369
Average Age	75.7	74.8	63.0	70.9	N/A	73.1
Average Retirement Age	64.1	65.6	61.3	62.4	N/A	64.4

* Counts exclude 7 active Board Members and 6 retired Board Members who may continue benefits at retirement.

B. Reconciliation of Market Value of Plan Assets

The reconciliation of Plan Assets held in trust is presented below:

	<u>12/30/2018</u>
1. Beginning Market Value of Assets	\$116,227,289
2. Contribution	1,053,093
3. Fund Earnings (gross)	(5,967,016)
4. Benefit Payments	(0)
5. Expenses	<u>(381,360)</u>
6. Ending Market Value of Assets	\$110,932,006
7. Estimated Rate of Return*	(5.4%)

* Assumes mid-year transaction

C. Development of Actuarial Value of Assets

The actuarial value of assets is based on the market value of assets. The actuarial value of assets at December 31, 2018 is \$110,932,006.

D. Development of Net OPEB Liability (NOL)

The table below presents the development of the net OPEB liability previously referred to as the unfunded actuarial accrued liability. The net OPEB liability is the excess of the Total OPEB Liability over the actuarial value of plan assets. A surplus exists when the actuarial value of plan assets exceed the Total (Accrued) OPEB Liability.

	<u>Total</u>
1. Total (Accrued) OPEB Liability	\$111,591,160
2. Actuarial Value of Assets	<u>(110,932,006)</u>
3. Net OPEB Liability/(Surplus)	\$ 659,154

E. Amortization of NOL

The amortization of the NOL component of the actuarially determined contribution (ADC) is being amortized over a period of 10 years on a level-dollar basis. Under the level-dollar method, the amortization payment is scheduled to remain constant in future years.

1. NOL/(Surplus)	\$ 659,154
2. Amortization Factor	7.5777
3. Amortization of NOL/(Surplus)	\$ 86,986

F. Actuarially Determined Contribution

The table below presents the development of the actuarially determined contribution (ADC) for the fiscal year ending June 30, 2019 and for the fiscal year ending June 30, 2020.

FY2018/2019

1. Normal Cost at End of Fiscal Year	\$ 4,892,878
2. Amortization of NOL	<u>86,986</u>
3. Actuarially Determined Contribution (ADC)	\$ 4,979,864
4. Estimated Payroll	\$ 94,182,000
5. Contribution as % of Estimated Payroll	5.3%

FY2019/2020

1. Normal Cost at End of Fiscal Year	\$ 5,039,664
2. Amortization of NOL	<u>86,986</u>
3. Actuarially Determined Contribution (ADC)	\$ 5,126,650
4. Estimated Payroll	\$ 97,007,460
5. Contribution as % of Estimated Payroll	5.3%

G. Sensitivity Analysis:

The impact of a 1% decrease or increase in the discount (interest) rate and the impact of a 1% increase or decrease in future healthcare trend rates on SOCCCD's actuarial liability, Total (Accrued) OPEB Liability, Net OPEB Liability/(Surplus) and actuarially determined contribution (ADC) is provided below:

	Dollar (\$ Increase/ <u>(Decrease)</u>	Percentage (%) Increase/ <u>(Decrease)</u>
<i>1% Decrease in Discount Rate</i>		
- Actuarial Liability	\$28,474,158	18%
- Total OPEB Liability	\$13,645,117	12%
- Net OPEB Liability/(Surplus)	\$13,645,117	NA
- ADC	\$ 2,838,426	57%
<i>1% Increase in Discount Rate</i>		
- Actuarial Liability	(\$22,020,401)	(14%)
- Total OPEB Liability	(\$11,408,106)	(10%)
- Net OPEB Liability/(Surplus)	(\$11,408,106)	NA
- ADC	(\$ 964,264)	(19%)
<i>1% Increase in Future Healthcare Trend Rates</i>		
- Actuarial Liability	\$27,828,978	18%
- Total OPEB Liability	\$15,862,024	14%
- Net OPEB Liability/(Surplus)	\$15,862,024	NA
- ADC	\$ 3,249,669	65%
<i>1% Decrease in Future Healthcare Trend Rates</i>		
- Actuarial Liability	(\$21,886,547)	(14%)
- Total OPEB Liability	(\$12,930,793)	(12%)
- Net OPEB Liability/(Surplus)	(\$12,930,793)	NA
- ADC	(\$ 949,718)	(19%)

SECTION III. PROJECTED CASH FLOWS

The valuation process includes the projection of the expected benefits (including the explicit SOCCCD contribution and the implicit rate subsidy) to be paid by SOCCCD under its retiree health benefits program. This expected cash flow takes into account the likelihood of each employee reaching age for eligibility to retire and receive health benefits. The projection is performed by applying the turnover assumption to each active employee for the period between the valuation date and the expected retirement date. Once the employees reach their retirement date, a certain percent are assumed to enter the retiree group each year. Employees already over the latest assumed retirement age as of the valuation date are assumed to retire immediately. The per capita cost as of the valuation date is projected to increase at the applicable healthcare trend rates both before and after the employee's assumed retirement. The projected per capita costs are multiplied by the number of expected future retirees in a given future year to arrive at the cash flow for that year. Also, a certain number of retirees will leave the group each year due to expected deaths or reaching a limit age and this group will cease to be included in the cash flow from that point forward. Because this is a closed-group valuation (no future employees are included in the valuation), the number of retirees dying each year will eventually exceed the number of new retirees, and the size of the cash flow will begin to decrease and eventually go to zero.

The expected employer cash flows for selected future years are provided in the following table:

Projected Employer Total Cash Flows – Representative Years

<u>Year Ending</u>	<u>Future Retirees</u>	<u>Retired Employees</u>	<u>District Total</u>
2019	\$ 450,607	\$ 5,467,657	\$ 5,918,264
2020	\$ 967,402	\$ 5,291,310	\$ 6,258,712
2021	\$ 1,539,052	\$ 5,070,792	\$ 6,609,844
2022	\$ 2,134,657	\$ 4,808,498	\$ 6,943,155
2023	\$ 2,661,579	\$ 4,604,252	\$ 7,265,831
2024	\$ 3,071,092	\$ 4,542,423	\$ 7,613,515
2025	\$ 3,378,694	\$ 4,457,099	\$ 7,835,793
2026	\$ 3,815,998	\$ 4,370,096	\$ 8,186,094
2027	\$ 4,521,038	\$ 4,309,425	\$ 8,830,463
2028	\$ 4,785,812	\$ 4,167,986	\$ 8,953,798
2029	\$ 5,234,977	\$ 4,059,433	\$ 9,294,410
2030	\$ 5,729,020	\$ 3,957,083	\$ 9,686,103
2031	\$ 6,292,031	\$ 3,863,363	\$ 10,155,394
2032	\$ 6,668,674	\$ 3,716,436	\$ 10,385,110
2033	\$ 7,212,751	\$ 3,599,132	\$ 10,811,883
2034	\$ 7,571,116	\$ 3,470,647	\$ 11,041,763
2035	\$ 8,035,848	\$ 3,331,505	\$ 11,367,353
2036	\$ 8,360,139	\$ 3,182,438	\$ 11,542,577
2037	\$ 8,814,196	\$ 3,024,397	\$ 11,838,593
2038	\$ 9,144,749	\$ 2,858,563	\$ 12,003,312
2039	\$ 9,722,670	\$ 2,686,323	\$ 12,408,993
2040	\$ 10,231,858	\$ 2,509,250	\$ 12,741,108
2041	\$ 10,754,275	\$ 2,329,094	\$ 13,083,369
2042	\$ 11,022,859	\$ 2,147,719	\$ 13,170,578
2043	\$ 11,364,572	\$ 1,967,040	\$ 13,331,612
2044	\$ 11,833,638	\$ 1,788,930	\$ 13,622,568
2045	\$ 11,785,749	\$ 1,615,172	\$ 13,400,921
2050	\$ 11,548,732	\$ 863,749	\$ 12,412,481
2055	\$ 10,702,253	\$ 376,946	\$ 11,079,199
2060	\$ 9,541,600	\$ 131,239	\$ 9,672,839
2065	\$ 8,059,556	\$ 33,654	\$ 8,093,210
2070	\$ 6,163,470	\$ 5,324	\$ 6,168,794
2075	\$ 4,143,182	\$ 415	\$ 4,143,597
2080	\$ 2,325,237	\$ 16	\$ 2,325,253
2085	\$ 1,010,153	\$ 0	\$ 1,010,153
2090	\$ 307,095	\$ 0	\$ 307,095
2095	\$ 57,420	\$ 0	\$ 57,420
2100	\$ 5,595	\$ 0	\$ 5,595
All Years	\$470,410,790	\$107,139,779	\$570,550,569

SECTION IV. BENEFIT PLAN PROVISIONS

This study analyzes the postretirement health benefit plans provided by SOCCCD. Our findings and assumptions are based on the plans in effect as of the Valuation Date. The postretirement health benefits provided to retirees are basically a continuation of the medical, dental and vision plans for active employees.

Administrators

Eligible employees may continue medical, dental and vision benefits at retirement. Eligibility for a SOCCCD contribution towards retiree health coverage requires retirement under STRS/PERS (on or after age 55 for STRS and on or after age 50 for PERS) with at least 10 consecutive years of service immediately preceding retirement. SOCCCD pays 100% of the cost of coverage for the retiree and dependent/spouse until the retiree reaches the age of Medicare eligibility. At the age of Medicare eligibility, SOCCCD pays 100% of the cost of coverage for the retiree only and the retiree can continue in a Medicare COB Plan for medical coverage only provided the retiree has Medicare A & B coverage. SOCCCD's contribution ends upon the death of the retiree.

Faculty Employees

Eligible employees may continue medical, dental and vision benefits at retirement. Eligibility for a SOCCCD contribution towards retiree health coverage requires retirement under STRS/PERS on or after age 55 with at least 10 consecutive years of service immediately preceding retirement. SOCCCD pays 100% of the cost of coverage until the retiree reaches the age of Medicare eligibility. SOCCCD's contribution ends upon the death of the retiree. At the age of Medicare eligibility, the retiree can continue in a Medicare COB Plan for medical coverage only provided the retiree has Medicare A & B coverage.

Classified Employees

Eligible employees may continue medical, dental and vision benefits at retirement. Eligibility for a SOCCCD contribution towards retiree health coverage requires retirement under STRS/PERS on or after age 60 with at least 10 consecutive years of service immediately preceding retirement. SOCCCD pays 100% of the cost of coverage until the earlier of the retiree reaching age 65 or upon the death of the retiree.

Classified Leadership Employees

Eligible employees may continue medical, dental and vision benefits at retirement. Eligibility for a SOCCCD contribution towards retiree health coverage requires retirement under STRS/PERS (on or after age 55 for STRS and on or after age 50 for PERS) with at least 10 consecutive years of service immediately preceding retirement. SOCCCD pays 100% of the cost of coverage for the retiree and dependent/spouse until the retiree reaches the age of Medicare eligibility. At the age of Medicare eligibility, SOCCCD pays 100% of the cost of coverage for the retiree only and the retiree can continue in a Medicare COB Plan for medical coverage only provided the retiree has Medicare A & B coverage. SOCCCD's contribution ends upon the death of the retiree.

POA Employees

Eligible employees may continue medical, dental and vision benefits at retirement. Eligibility for a SOCCCD contribution towards retiree health coverage requires retirement under PERS on or after age 55 with at least 10 consecutive years of service immediately preceding retirement. SOCCCD pays 100% of the cost of coverage until the earlier of the retiree reaching age 65 or upon the death of the retiree.

Board Members

Members of the SOCCCD Board of Trustees first elected into office after January 1, 1995 who have served two terms, may continue coverage at retirement on a self-pay basis. Members in office prior to January 1, 1995 who have served twelve years after January 1, 1981 may continue coverage and receive a SOCCCD contribution for coverage.

Premium Rates

SOCCCD participates in the Self-Insured Schools of California (SISC) health program. The tables below summarize the 2018/2019 premiums for the retiree health plans available through SISC. All premiums are monthly and are effective for the period from October 1, 2018 to September 30, 2019.

	Blue Shield HMO	Blue Shield PPO	Kaiser
Retiree Only	\$1,606	\$1,884	\$1,578
Retiree Plus Spouse	\$1,606	\$1,884	\$1,578
Retiree Plus Family	\$1,606	\$1,884	\$1,578

	Blue Shield COB/PPO Medicare	Blue Shield COB/HMO Medicare	Blue Shield Companion Care	Blue Shield Medicare Advantage	Kaiser Senior Advantage
Retiree Only	\$ 986	\$ 786	\$386	\$270	\$ 225
Retiree Plus Spouse	\$1,972	\$1,572	N/A	\$540	\$ 450

Premiums for the retiree's pre-65 coverage are on a composite basis and premiums for post-65 coverage are on a tiered basis.

SOCCCD's current monthly premiums for the retiree's dental and vision coverage are provided below:

	Delta Dental PPO	VSP Vision
Composite	\$155.50	\$46.32

SECTION V. VALUATION DATA

The valuation was based on the census furnished to us by SOCCCD. The following tables display the age distribution for retirees and the age/service distribution for active employees as of the Valuation Date.

Age Distribution of Eligible Retired Participants & Beneficiaries

	Admin	Faculty	Classified	Classified Leadership	POA	Board Members	All Retirees
<55	0	0	0	0	0	0	0
55-59	1	0	0	7	0	0	8
60-64	1	14	34	11	1	0	61
65-69	4	48	0	14	0	1	67
70-74	6	72	0	19	0	0	97
75-79	4	52	0	10	0	3	69
80-84	7	28	0	5	0	1	41
85+	<u>3</u>	<u>23</u>	<u>0</u>	<u>5</u>	<u>0</u>	<u>1</u>	<u>32</u>
Total:	26	237	34	71	1	6	375
Average Age:	75.7	74.8	63.0	70.9	63.1	77.9	73.1

Age/Service Distribution of All Active Benefit Eligible Employees*

Age	Service									Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	
20-24	3									3
25-29	31	2								33
30-34	51	10	1							62
35-39	80	28	17							125
40-44	60	43	23	12						138
45-49	48	35	34	14	5					136
50-54	43	37	27	23	10	6	2			148
55-59	36	29	32	19	19	12	8	4		159
60-64	27	23	21	11	15	8	5	1		111
65-69	2	11	9	6	4	7	3	2		44
70+	<u>2</u>	<u>0</u>	<u>6</u>	<u>3</u>	<u>4</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>3</u>	<u>22</u>
Total:	383	218	170	88	57	35	18	9	3	981
Average Age:			49.4							
Average Service:			9.7							
Average Hire Age:			39.7							
Annual Payroll:		\$94,182,000								

* Count excludes 7 Board Members included in the valuation who may continue benefits at retirement.

Age/Service Distribution of All Eligible Administration Employees

Age	Service									Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	
20-24	0									0
25-29	0									0
30-34	1	0								1
35-39	0	1	1							2
40-44	5	3	0							8
45-49	3	3	1	0						7
50-54	0	1	1	1						3
55-59	1	0	4	0	1					6
60-64	3	2	1	0	0					6
65-69	0	2	0	1	0	1				4
70+	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1</u>
Total:	14	12	8	2	1	1	0	0	0	38
Average Age:			52.7							
Average Service:			8.0							
Average Hire Age:			44.7							
Annual Payroll:			\$7,435,000							

Age/Service Distribution of Eligible Faculty Employees

Age	Service									Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	
20-24	0									0
25-29	2									2
30-34	18	2								20
35-39	32	14	4							50
40-44	26	30	9	4						69
45-49	11	18	16	7	1					53
50-54	9	18	11	15	3	1				57
55-59	7	9	14	10	8	6	1	1		56
60-64	3	6	9	7	7	5	3	0		40
65-69	0	4	5	4	2	5	2	2	0	24
70+	<u>1</u>	<u>0</u>	<u>4</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>0</u>	<u>2</u>	<u>3</u>	<u>16</u>
Total:	109	101	72	49	23	19	6	5	3	387
Average Age:			50.5							
Average Service:			11.2							
Average Hire Age:			39.2							
Annual Payroll:			\$41,042,000							

Age/Service Distribution of Eligible Classified Employees

Age	Service									Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	
20-24	3									3
25-29	26	2								28
30-34	30	8	1							39
35-39	40	12	10							62
40-44	18	9	13	8						48
45-49	26	11	13	6	4					60
50-54	21	13	15	4	7	3	2			65
55-59	18	18	9	7	10	6	6	3		77
60-64	12	12	9	3	7	2	2	1		48
65-69	2	4	2	1	2	1	1	0	0	13
70+	0	0	2	1	2	0	0	0	0	5
Total:	196	89	74	30	32	12	11	4	0	448
Average Age:			47.8							
Average Service:			9.4							
Average Hire Age:			38.5							
Annual Payroll:			\$32,373,000							

Age/Service Distribution of Eligible Classified Leadership Employees

Age	Service									Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	
20-24	0									0
25-29	2									2
30-34	2	0								2
35-39	8	1	2							11
40-44	9	1	1	0						11
45-49	7	3	3	1	0					14
50-54	12	5	0	3	0	2				22
55-59	7	0	4	2	0	0	1			14
60-64	8	3	2	1	1	1	0	0		16
65-69	0	1	2	0	0	0	0	0	0	3
70+	0	0	0	0	0	0	0	0	0	0
Total:	55	14	14	7	1	3	1	0	0	95
Average Age:			50.8							
Average Service:			6.7							
Average Hire Age:			44.1							
Annual Payroll:			\$12,399,000							

Age/Service Distribution of Eligible POA Employees

Age	Service									Total
	0-4	5-9	10-14	15-19	20-24	25-29	30-34	35-39	40-44	
20-24	0									0
25-29	1									1
30-34	0									0
35-39	0	0								0
40-44	2	0								2
45-49	1	0	1							2
50-54	1	0	0							1
55-59	3	2	1	0						6
60-64	1	0	0	0	0					1
65-69	0	0	0	0	0	0	0			0
70+	0	0	0	0	0	0	0	0	0	0
Total:	9	2	2	0	0	0	0	0	0	13
Average Age:			51.4							
Average Service:			4.1							
Average Hire Age:			47.3							
Annual Payroll:			\$933,000							

SECTION VI. ACTUARIAL ASSUMPTIONS AND METHODS

The liabilities set forth in this report are based on the actuarial assumptions described in this section.

- Fiscal Year: July 1st to June 30th
- Valuation Date: January 1, 2019
- Funding Periods Covered: FY2018/19 and FY2019/20
- Funding Practice: The District's funding practice to fund at least the actuarially determined contribution including the normal cost.
- Expected Return on Assets: 6.0% per annum
- Discount Rate: 6.0% per annum. This discount rate assumes the District continues to fully fund for its retiree health benefits under its current investment strategy.
Sensitivity analysis showing a 1% increase or decrease in the discount rate is also provided.
- Inflation: 2.75% per annum
- Salary Increase: 3% per annum, in aggregate
- Pre-retirement Turnover: Termination rates for Classified, Management and other employees in PERS are based on the rates used by CalPERS for the pension valuation. Sample rates are as follows:

Service	Entry Age			
	20	30	40	50
0	17.30%	15.25%	13.19%	11.14%
5	10.94%	8.70%	6.46%	1.07%
10	8.01%	5.72%	0.74%	0.25%
15	6.52%	4.18%	0.32%	0.02%
20	4.93%	0.38%	0.02%	0.02%
25	3.28%	0.10%	0.02%	0.02%
30	0.15%	0.02%	0.02%	0.02%

Termination rates for Certificated employees and Management employees in STRS are based on the experience rates under the California State Teachers Retirement System (STRS) pension valuation. Sample rates for male and females are as follows:

Service	Males	Females
0	16.0%	15.0%
5	3.5%	3.0%
10	1.8%	1.8%
15	1.2%	1.2%
20	0.9%	0.9%
25	0.7%	0.7%
30	0.6%	0.6%

Mortality Rates: RPH 2014 mortality table with generational improvements using scale MP2018

Retirement Rates: Classified retirement rates are based on the rates used by CalPERS for the pension valuation. Sample rates are as follows:

Age	Years of Service			
	5	15	25	35
50	1.0%	1.5%	1.9%	2.3%
51	0.9%	1.4%	1.7%	2.1%
52	1.1%	1.7%	2.2%	2.6%
53	1.0%	1.5%	2.0%	2.2%
54	1.5%	2.3%	2.9%	3.4%
55	2.2%	3.5%	4.5%	5.4%
56	1.8%	2.8%	3.6%	4.4%
57	2.4%	3.8%	4.9%	5.8%
58	2.7%	4.3%	5.5%	6.7%
59	3.3%	5.4%	6.8%	8.3%
60	5.6%	9.2%	11.7%	14.2%
61	7.1%	11.8%	14.9%	18.2%
62	11.7%	19.8%	25.0%	30.7%
63	12.2%	20.7%	26.1%	32.1%
64	11.4%	19.3%	24.4%	29.8%
65	15.0%	25.5%	32.1%	39.3%
66	11.4%	19.2%	24.3%	29.7%
67	14.1%	23.8%	30.1%	36.9%
68	10.3%	17.4%	21.9%	26.8%
69	10.9%	18.5%	23.4%	28.6%
70	11.7%	19.7%	24.8%	30.4%
71	9.8%	16.5%	20.9%	25.6%
72	10.8%	18.2%	22.9%	28.1%
73	8.2%	13.8%	17.5%	21.4%
74	9.3%	15.6%	19.7%	24.1%
75	100.0%	100.0%	100.0%	100.0%

Sample rates STRS employee retirement are as follows for 2%@60:

Age	Under 30 Years		30 or More Years	
	Male	Female	Male	Female
55	2.7%	3.5%	6.0%	8.0%
56	1.8%	2.5%	6.0%	8.0%
57	1.8%	2.5%	8.0%	10.0%
58	2.7%	3.5%	12.0%	15.0%
59	4.5%	5.0%	16.0%	18.0%
60	6.3%	7.0%	25.0%	29.0%
61	7.0%	9.0%	50.0%	50.0%
62	11.0%	12.5%	45.0%	45.0%
63	12.0%	16.0%	35.0%	40.0%
64	13.0%	14.0%	30.0%	35.0%
65	14.0%	17.0%	32.5%	37.5%
70	12.0%	14.0%	25.0%	30.0%
75	100.0%	100.0%	100.0%	100.0%

Sample rates STRS employee retirement are as follows for 2%@62:

Age	All Years	
	Male	Female
55	3.0%	4.0%
56	2.0%	3.0%
57	3.0%	3.5%
58	4.0%	4.0%
59	6.0%	6.0%
60	9.0%	9.0%
61	15.0%	15.0%
62	15.0%	17.0%
63	15.0%	18.0%
64	15.0%	18.0%
65	30.0%	30.0%
70	20.0%	20.0%
75	100.0%	100.0%

Sworn police retirement rates are based on the rates used by CalPERS for the pension valuation. Sample rates are as follows:

Age	Years of Service			
	5	15	25	35
50	0.5%	1.3%	1.6%	2.2%
51	0.5%	1.4%	1.9%	2.5%
52	0.6%	1.7%	2.2%	2.9%
53	0.7%	1.9%	2.6%	3.3%
54	1.2%	3.3%	4.4%	5.7%
55	2.4%	6.7%	8.8%	11.6%
56	2.0%	5.5%	7.2%	9.5%
57	2.1%	5.9%	7.8%	10.2%
58	2.5%	7.0%	9.2%	12.1%
59	2.9%	8.0%	10.5%	13.8%
60	3.7%	10.2%	13.4%	17.6%
61	4.6%	12.6%	16.6%	21.8%
62	7.6%	21.2%	27.8%	36.6%
63	6.9%	19.1%	25.1%	33.0%
64	6.7%	18.5%	24.4%	32.0%
65	9.1%	25.1%	33.1%	43.5%
66	7.2%	20.0%	26.4%	34.7%
67	6.7%	18.5%	24.3%	31.9%
68	6.0%	16.5%	21.7%	28.6%
69	6.7%	18.7%	24.6%	32.3%
70	6.6%	18.3%	24.1%	31.6%
71	5.1%	14.3%	18.8%	24.6%
72	4.5%	12.6%	16.6%	21.8%
73	4.4%	12.2%	16.1%	21.2%
74	5.5%	15.3%	20.1%	26.4%
75	5.5%	15.1%	19.9%	26.2%
76	4.4%	12.1%	15.9%	20.9%
77	5.0%	13.7%	18.1%	23.8%
78	5.0%	14.0%	18.4%	24.2%
79	9.3%	25.8%	34.0%	44.7%
80	100.0%	100.0%	100.0%	100.0%

* Of those having met eligibility for retirement. The percentage refers to the probability that an active employee who has reached the stated age will retire within the following year. Faculty, Classified and POA employees are assumed to defer to the first age eligible for retiree health benefits.

Participation Rates: 100% of eligible active employees are assumed to elect medical coverage at retirement.

Of those electing coverage, 100% are assumed to elect PPO coverage. Actual plan coverage is used for current retirees.

Spouse Coverage: 80% of future retirees are assumed to be married and electing coverage for their spouse. Male spouses are assumed to be 3 years older than female spouses. Actual spouse coverage is used for current retirees.

Claim Cost Development: SOCCCD participates in SISC for health coverage. Under SISC, the active and non-Medicare retirees are pooled together for purposes of determining the cost of coverage. Since active costs for coverage are typically less than retiree costs, there is likely a rate subsidy contained in the premiums being charged. Because SOCCCD pays for its active and early retiree coverage on a composite basis, there is also a subsidy from the family composition of the active employees versus the retirees. The valuation was performed based on estimates of the expected cost for retirees on a stand-alone basis.

Medical Trend Rates: Medical costs are adjusted in future years by the following trends:

Year	Trend
2018/19	Actual
2019/20	6.0%
2021/22	5.5%
2022/23	5.0%
2023/24	4.5%
2024/25+	4.0%

Dental & Vision Trend Rates:

Year	Trend
2018/19	Actual
2019/20+	4.0%

Actuarial Cost Method: The actuarial cost method used to determine the allocation of the retiree health actuarial liability to the past (accrued), current and future periods is the Entry Age Normal (EAN) cost method. The EAN cost method is a projected benefit cost method which means the “cost” is based on the projected benefit expected to be paid at retirement.

The EAN normal cost equals the level annual amount of contribution from the employee’s date of hire (entry date) to their retirement date that is sufficient to fund the projected benefit. For plans unrelated to pay, the normal cost is calculated to remain level in dollars; for pay-related plans the normal cost is calculated to remain level as a percentage of pay. SOCCCD has selected to use the level percentage of pay method for determining the normal cost. The EAN actuarial accrued liability equals the present value of all future benefits for retired and current employees and their beneficiaries less the portion expected to be funded by future normal costs.

All employees eligible as of the measurement date in accordance with the provisions of the Plan listed in the data provided SOCCCD were included in the valuation.

Actuarial Value of Assets: The actuarial value of assets is equal to the market value of assets.

Amortization of NOL: The unfunded actuarial accrued or net OPEB liability (NOL) is being amortized over 10 years using a level dollar amortization method. Future (gains)/losses will be amortized as separate bases.

SECTION VII. ACTUARIAL CERTIFICATION

This report summarizes the actuarial valuation for the South Orange County Community College District (SOCCCD) as of January 1, 2019. The purpose of the valuation is to measure SOCCCD's liability for OPEB benefits and to determine an actuarially determined contribution (ADC). The ADC is a target or recommended contribution to a defined benefit OPEB plan for the applicable period, determined in accordance with the parameters and in conformity with Actuarial Standards of Practice. The valuation results will also serve as the basis for complying with GASB 75 applicable for the fiscal year ending June 30, 2019.

To the best of our knowledge, the report presents a fair position of the funded status of the plan. The valuation is based upon our understanding of the plan provisions as summarized within the report. The information presented herein is based on the actuarial assumptions and substantive plan provisions summarized in this report and participant information and asset information furnished to us by the Plan Sponsor. We have reviewed the employee census provided by the Plan Sponsor for reasonableness when compared to the prior information provided but have not audited the information at the source, and therefore do not accept responsibility for the accuracy or the completeness of the data on which the information is based. When relevant data may be missing, we may have made assumptions we feel are neutral or conservative to the purpose of the measurement. We are not aware of any significant issues with and have relied on the data provided.

The discount rate and other economic assumptions have been selected by the Plan Sponsor. Demographic assumptions have been selected by the Plan Sponsor with the concurrence of Nyhart. In our opinion, the actuarial assumptions are individually reasonable and in combination represent our estimate of anticipated experience of the Plan. All calculations have been made in accordance with generally accepted actuarial principles and practice.

Future actuarial measurements may differ significantly from the current measurements presented in this report due to such factors as the following:

- plan experience differing from that anticipated by the economic or demographic assumptions;
- changes in economic or demographic assumptions;
- increases or decreases expected as part of the natural operation of the methodology used for these measurements (such as the end of an amortization period); and
- changes in plan provisions or applicable law.

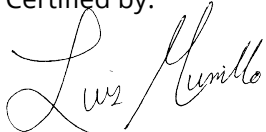
While some sensitivity analysis was provided in the report, we did not perform an analysis of the potential range of future measurements due to the limited scope of our engagement.

To our knowledge, there have been no significant events prior to the current year's measurement date or as of the date of this report that could materially affect the results contained herein.

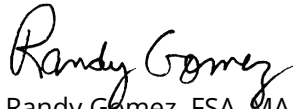
Neither Nyhart nor any of its employees has any relationship with the plan or its sponsor that could impair or appear to impair the objectivity of this report. Our professional work is in full compliance with the American Academy of Actuaries "Code of Professional Conduct" Precept 7 regarding conflict of interest. The undersigned meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinion contained herein.

Should you have any questions please do not hesitate to contact me.

Certified by:



Luis Murillo, ASA, MAAA
Consulting Actuary



Randy Gomez, FSA, MAAA
Consulting Actuary

Date: February 12, 2019

SECTION VIII. DEFINITIONS

The definitions of the terms used in the actuarial valuations are noted below.

Actuarial Assumptions – Assumptions as to the occurrence of future events affecting health care costs, such as: mortality, turnover, disablement and retirement; changes in compensation and Government provided health care benefits; rates of investment earnings and asset appreciation or depreciation; procedures used to determine the Actuarial Value of Assets; characteristics of future entrants for Open Group Actuarial Cost Methods; and other relevant items.

Actuarial Cost Method – A procedure for determining the Actuarial Present Value of Future Benefits and expenses and for developing an actuarially equivalent allocation of such value to time periods, usually in the form of a Service Cost and a Total OPEB Liability.

Actuarially Determined Contribution - A target or recommended contribution to a defined benefit OPEB plan for the reporting period, determined in accordance with the parameters and in conformity with Actuarial Standards of Practice.

Annual OPEB Cost – An accrual-basis measure of the periodic cost of an employer’s participation in a defined benefit OPEB plan.

Actuarial Present Value (also referred to as Actuarial Liability) – The value of an amount or series of amounts payable or receivable at various times, determined as of a given date by the application of a particular set of Actuarial Assumptions. For purposes of this standard, each such amount or series of amounts is:

- a. adjusted for the probable financial effect of certain intervening events (such as changes in health coverage, marital status, etc.);
- b. multiplied by the probability of the occurrence of an event (such as survival, death, disability, termination of employment, etc.) on which the payment is conditioned; and
- c. discounted according to an assumed rate (or rates) of return to reflect the time value of money.

Deferred Outflow / (Inflow) of Resources – represents the following items that have not been recognized in the OPEB Expense:

- a. Differences between expected and actual experience of the OPEB plan
- b. Changes in assumptions
- c. Differences between projected and actual earnings in OPEB plan investments (for funded plans only)

Explicit Subsidy – The difference between (a) the amounts required to be contributed by the retirees based on the premium rates and (b) actual cash contribution made by the employer.

Funded Ratio – The actuarial value of assets expressed as a percentage of the actuarial accrued liability.

Healthcare Cost Trend Rate – The rate of change in the per capita health claims costs over time as a result of factors such as medical inflation, utilization of healthcare services, plan design, and technological developments.

Implicit Rate Subsidy – In an experience-rated healthcare plan that includes both active employees and retirees with blended premium rates for all plan members, the difference between (a) the age-adjusted premiums approximating claim costs for retirees in the group (which, because of the effect of age on claim costs, generally will be higher than the blended premium rates for all group members) and (b) the amounts required to be contributed by the retirees.

Normal Cost – The portion of the Actuarial Present Value of plan benefits and expenses which is allocated to a valuation year by the Actuarial Cost Method.

OPEB – Benefits (such as death benefits, life insurance, disability, and long-term care) that are paid in the period after employment and that are provided separately from a pension plan, as well as healthcare benefits paid in the period after employment, regardless of the manner in which they are provided. OPEB does not include termination benefits or termination payments for sick leave.

OPEB Expense – Changes in the Net OPEB Liability in the current reporting period, which includes Service Cost, interest cost, changes of benefit terms, expected earnings on OPEB Plan investments, reduction of active employees' contributions, OPEB plan administrative expenses, and current period recognition of Deferred Outflows / (Inflows) of Resources.

Pay-as-you-go – A method of financing a benefit plan under which the contributions to the plan are generally made at about the same time and in about the same amount as benefit payments and expenses becoming due.

Per Capita Costs – The current cost of providing postretirement health care benefits for one year at each age from the youngest age to the oldest age at which plan participants are expected to receive benefits under the plan.

Present Value of Future Benefits – Total projected benefits include all benefits estimated to be payable to plan members (retirees and beneficiaries, terminated employees entitled to benefits but not yet receiving them, and current active members) as a result of their service through the valuation date and their expected future service. The actuarial present value of total projected benefits as of the valuation date is the present value of the cost to finance benefits payable in the future, discounted to reflect the expected effects of the time value (present value) of money and the probabilities of payment. Expressed another way, it is the amount that would have to be invested on the valuation date so that the amount invested plus investment earnings will provide sufficient assets to pay total projected benefits when due.

Real Rate of Return – the rate of return on an investment after adjustment to eliminate inflation.

Select and Ultimate Rates – Actuarial assumptions that contemplate different rates for successive years. Instead of a single assumed rate with respect to, for example, the healthcare trend rate assumption, the actuary may apply different rates for the early years of a projection and a single rate for all subsequent years. For example, if an actuary applies an assumed healthcare trend rate of 6.5% for year 20W0, 6.0% for 20W1, 5.5% for 20W2, then 5.0% for 20W3 and thereafter, then 6.5%, 6% and 5.5% are select rates, and 5% is the ultimate rate.

Service Cost (also referred to as Normal Cost) – The portion of the Actuarial Present Value of projected benefit payments that are attributed to a valuation year by the Actuarial Cost Method.

Substantive Plan – The terms of an OPEB plan as understood by the employer(s) and plan participant.

Total OPEB Liability (also referred to as Actuarial Accrued Liability) – That portion, as determined by a particular Actuarial Cost Method, of the Actuarial Present Value of Future Benefits which is attributed to past periods of employee service (or not provided for by the future Service Costs).

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Board Policy Revision: BP-146 Chancellor Succession, BP-1500 Naming of College Facilities, BP-1900 Alcoholic Beverages, BP-3007 Cash Handling, BP-3101 Budget Management, BP-3101.5 (now 3103) Fiscal Management, BP-3102 Investment Policy, BP-3104 Fiscally Accountable, BP-3300 Gifts, Donations and Bequests, BP-3451 Safety and Health, BP-3520 Refreshments and Meals at District Functions, BP-3811 College Bookstores, BP-4006 Communicable Diseases Assessment, BP-4007 Health Examinations

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

Fourteen board policies (EXHIBITS A through N) 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 March 14, 2019 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

146

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

CHANCELLOR SUCCESSION

Acting Chancellor:

The Board delegates authority to the Chancellor to appoint an acting ~~chancellor~~ Chancellor to serve in his or her absence for short periods of time, not to exceed ~~60~~ 30 calendar days at a time.

~~The Chancellor shall establish procedures for succession when the Chancellor is absent~~ In the absence of the Chancellor and when an acting Chancellor has not been named, administrative responsibility shall reside with the Vice Chancellor, Business Services.

The Board shall appoint an acting ~~chancellor~~ Chancellor for periods exceeding ~~60~~ 30 calendar days due to the Chancellor's absence.

Interim Chancellor:

In the event that the Chancellor position is vacant, the Board may appoint an interim Chancellor until a regular appointment is made. Appointment of an Interim Chancellor may not exceed two years.

Reference:

Education Code Sections 70902(d); 72400;

Government Code Section 53060

-Title 5 Sections 53021(b) and (c)(7)

BOARD POLICY

1500

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

COMMUNITY
RELATIONS

NAMING OF COLLEGE FACILITIES

~~The naming of facilities can have philosophical and practical value to the institution from the standpoint of identity and community and regional pride. It is within the legal purview of the Board of Trustees to name campus buildings and other facilities based upon information provided by the eChancellor, in consultation with the appropriate college president, leadership groups and Foundation, following an appropriate nomination and review process. The naming of facilities can have philosophical and practical value to the institution from the standpoint of identity and community and regional pride.~~

Procedures shall be established to assure that the name of campus buildings and other facilities will be consistent in style and application. General guidelines to be applied to the process of naming campus buildings include the following:

1. Consideration of geographic location of facilities, including prominent landmarks and geographical features or community names.
2. Consideration of names with historic or cultural significance in the region.
3. Extraordinary financial support of the college to further its programs, activities or capital construction. Extraordinary financial support and/or contributions are defined as follows:
 - a) For buildings:
 - i) A donation of fifty percent (50%) or more of the total project cost of a newly constructed or newly renovated building.
 - ii) A donation in the amount of \$10 million or more for existing buildings.
 - b) For parts of buildings or particular areas (classrooms, patios, gardens, theaters, or other identifiable features:
 - i) A donation of fifty percent (50%) or more of the total cost of the specific part of the building or particular area for newly constructed or newly renovated areas.
 - ii) A donation of \$1.5 million or more for an existing athletic field or area.
 - iii) A donation of \$500,000 or more for an existing building wing or floor.
 - iv) A donation of \$250,000 or more for an existing auditorium, theatre, cafeteria, scoreboard, or similar building area.

Adopted: 12-12-83 Revised: 09-29-03
Revised: 03-07-88 Revised: 10-27-08
Revised: 04-26-99 Revised:

- v) A donation of \$100,000 or more for an existing assembly area, testing center, study area, or other similar building area.
 - vi) A donation of \$50,000 or more for an existing major lecture hall, specialized classroom, or similar specialized room.
 - vii) A donation of \$25,000 or more for an existing standard classroom or laboratory space.
 - viii) A donation of \$10,000 or more for an existing conference room or office space.
 - c) For programs, a donation of \$2.5 million.
 - d) For activities, such as a lecture series, a donation commensurate with the activity.
 - e) For temporary naming rights that exist for a defined period of time, the annual sponsorship amount shall be fifteen percent (15%) of the above amounts.
 - f) The Chancellor shall have discretion to waive a portion of the above limits in special circumstances at the request of the college President.
4. Extraordinary contribution to the college and its students by an individual, group or organization other than college staff.
 5. Extraordinary individual or organizational service to the community served by the college, not necessarily the college alone.
 6. Extraordinary and/or long-standing service by a former member of the faculty, staff, student body, administration or Board of Trustees to the students and programs of Irvine Valley College, Saddleback College, and/or Advanced Technology and Education Park (ATEP).
 7. ~~Other extraordinary reasons as determined by the Board of Trustees.~~

The District reserves the right to change the name of the college facilities ~~at any time~~ in the following circumstances:

1. if the donor is later convicted of a felony;
2. if the donor engages in conduct, which, in the sole discretion of the Board of Trustees, is significantly detrimental to the reputation of the donor, such that continued name association between such individual and/or company and the District and/or college would be contrary to the best interests of the District and/or college;
3. if the structure is demolished or significantly altered and repurposed; or
4. if the name of the structure is demonstrated to be contrary to the best interests of the District and/or college.

Adopted: 12-12-83 Revised: 09-29-03
Revised: 03-07-88 Revised: 10-27-08
Revised: 04-26-99 Revised:

This policy does not apply to the building identifiers or locations such as: BGS or BSTIC.

Reference:

California Education Code, Section 72000

Adopted:	12-12-83	Revised:	09-29-03
Revised:	03-07-88	Revised:	10-27-08
Revised:	04-26-99	Revised:	

BOARD POLICY

1900

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

COMMUNITY RELATIONS

ALCOHOLIC BEVERAGES

The Chancellor/ or designee is authorized to ~~approve~~ establish regulations as appropriate and permitted by law regarding ~~the~~ serving of alcoholic beverages at on District sites or at fundraising events held to benefit the Foundations or ATEP Facilities Corporation ~~if the alcoholic beverages are for use at Foundation fund-raising events.~~ Alcoholic beverages shall not be served on any District site except in accordance with this policy and related administrative regulation.

~~Alcoholic beverages at District sites are permitted if the alcoholic beverage is for use during a fundraiser held to benefit the College/District Foundations that have obtained a license under the Business and Professions Code to do so provided that no alcoholic beverages can be acquired, possessed or used at a football game or other athletic contests sponsored by the district.~~

~~To lower the district liability exposure, liability insurance will be required to be purchased by the Foundations when holding events where alcohol is served.~~

Reference:

Business and Professions Code Sections 24045.3, 24045.6 and 25608
34 Code of Federal Regulations Section 668.46 (b)(8)

BOARD POLICY

3007

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

CASH HANDLING

The ~~SOC~~ Chancellor or designee will ensure that proper internal controls are in place for cash collections and cash handling.

Cash is defined as coin, currency, check, money order, and credit/debit card transactions. The emphasis should be on internal controls, including segregation of duties, safeguarding of assets, and authorization of cash collection points.

The Chancellor shall establish administrative regulations for proper cash handling.

BOARD POLICY

3101

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

BUDGET MANAGEMENT

The budget shall be managed in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. Budget revisions shall be made only in accordance with these policies and as provided by law.

The District's unrestricted general reserves shall adhere with Board Policy 3100 - Budget Preparation.

Revenues accruing to the District in excess of amounts budgeted shall be added to the District's reserve for contingencies unless they are appropriated by a resolution of the Board that sets forth the need according to major budget classifications in accordance with applicable law.

Board approval/ratification is required for changes between major expenditure classifications. The Chancellor or designee may approve ~~A~~ a transfer between major classifications of expenditures, which is ~~may be approved by the Chancellor or designee,~~ subject to ratification by a majority vote of the Board of Trustees, ~~duly convened~~. Transfers from the reserve for contingencies to any expenditure classification ~~must~~ shall be approved ~~in advance~~ by a two-thirds vote of the members of the Board.

All approved transfers shall be filed with the Orange County Department of Education.

References:

Title 5 Sections 58307 ~~and~~ 58308

Adopted: 9-23-91 Revised: 4-28-08
Revised: 4-26-99 Revised: 6-25-12
Revised: 9-29-03

BOARD POLICY

~~3101.5~~ **3103**

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

FISCAL MANAGEMENT

The Chancellor shall establish ~~procedures~~ regulations to assure that the District maintains sound fiscal management through the responsible stewardship of available resources in accordance with the principles contained in law, including:

- A. Adequate internal controls exist.
- B. All auxiliary activities that have a fiscal impact on the District comport with the educational objectives of the District and comply with sound accounting and budgeting principles, public disclosures, and annual independent audit requirements.
- C. Board approval and District oversight of all bank accounts, including approval of authorized signatories.
- D. Fiscal objectives, procedures, and constraints are communicated to the Board and employees.
- ~~D.~~E. District personnel practices are consistent with legal requirements and that staffing costs do not exceed estimates of available financial resources.
- ~~E.~~F. Adjustments to the budget are made in a timely manner, when necessary.
- ~~F.~~G. The management information system provides timely, accurate, and reliable fiscal information.
- ~~G.~~H. Responsibility and accountability for fiscal management are clearly delineated.

The books and records of the District shall be maintained pursuant to the California Community Colleges Budget and Accounting Manual.

The Chancellor shall also establish procedures that satisfy the U.S. Education Department General Administrative Regulations (EDGAR) for any federal funds received by the District.

As required by law, the Board shall be presented with ~~a~~ three quarterly reports and an annual report showing the financial and budgetary conditions of the District.

As required by the Budget and Accounting Manual, expenditures shall be recognized in the accounting period in which the liability is incurred, and shall be limited to the amount budgeted for each major classification of accounts and to the total amount of the budget for each fund.

References:

Education Code Section 84040(c);

Title 5 Section 58311

Accreditation Standard III.D

2 Code of Federal Regulations Parts 200.302(b)(6)-(7), 200.305, and 200.400 et seq.

Adopted: 04-28-08

Revised: 08-26-13

BOARD POLICY

3102

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

INVESTMENT POLICY

The Chancellor is responsible for ensuring that District funds that are not required for the immediate needs of the District ~~be~~ are invested in accordance with current laws.

Investments shall be made based on the following criteria:

- A. The preservation of principal shall be of primary importance.
- B. The investment program must remain sufficiently flexible to permit the District to meet all operating requirements.
- C. Transactions should be avoided that might impair public confidence.

The Board of Trustees has given the authority to manage the investments of the Retiree Health Benefits Trust to the Retirement Board of Authority (RBOA).

The ~~District's Chief Fiscal Officer~~ Vice Chancellor of Business Services ~~must~~ shall provide the Chancellor and the Board of Trustees with, ~~at least, the required~~ quarterly and annual reports on investments.

~~This policy will be reviewed periodically, as needed, to ensure its consistency with the objectives of safety, yields, and possible changes in applicable laws and financial trends. Any proposed amendments will be presented to the Board for review prior to approval.~~

All private investment ~~advisors~~ advisers/managers, legal counsel, or any other financial professionals employed or retained by the District must review this policy and sign the statement of compliance confirming that they have reviewed it and will fully comply with its requirements. Compliance with and signed acknowledgment of the policy including is required from, without limitation, financial ~~advisors~~ advisers, underwriters, bond counsel, and disclosure counsel. ~~must review this policy and sign the statement of compliance confirming that they have reviewed this investment policy and will fully comply with its requirements.~~

~~{See Administrative Regulation 3102 Investments}~~

Reference:

Government Code Section 53600 et seq.

Adopted: 9-16-96
Revised: 4-26-99
Revised: 9-29-03
Revised: 10-27-08
Revised: 1-22-13

BOARD POLICY

3104

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

FISCALLY ACCOUNTABLE

The South Orange County Community College District (District), as a fiscally accountable ~~district~~entity, processes its own commercial checks, ensures proper internal controls for those payments, and audits the payments. The District follows the education code requirements and assumes the responsibilities that shifted from the Orange County Department of Education (OCDE). The District notifies OCDE of the payments to update their records and the County Treasury.

Upon approval by the Orange County Department of Education, the Chancellor and/or designee assumes all duties and responsibilities for being fiscally accountable for commercial checks that were formerly assigned to the county ~~superintendent~~ Superintendent of schools Schools/county ~~auditor~~ Auditor-controller Controller. Checks are drawn on the county treasury and are printed, audited, and disbursed by the District. ~~An administrative regulation will be developed to outline the details of the check disbursement and audit process.~~

Reference:

Education Code Section 85266

~~*Note will remain until July 1, 2014.*~~

~~*This board policy, upon board approval, would not be effective until July 1, 2014 when the district becomes fiscally accountable.*~~

BOARD POLICY

3300

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

GIFTS, DONATIONS, AND BEQUESTS

The Board shall consider all gifts, donations, and bequests made to the District. The Board reserves the right to refuse to accept any gift ~~which~~ that does not contribute toward the goals of the District, or the ownership of which would have the potential to deplete resources of the District.

The District shall assume no responsibility for appraising the value of gifts made to the District.

Acceptance of a gift shall not be considered endorsement by the District of a product, enterprise, or entity.

~~In~~ Under no ~~event~~ circumstances shall the District knowingly accept a ~~donation~~ gift, donation, or bequest from any donor who engages in practices or policies ~~which~~ that discriminate against any person on the basis of sex, nationality, religion, age, gender, gender identity, gender expression, race or color, ethnic group identification, national origin, ancestry, religion, mental or physical disability, ethnicity, medical condition, genetic information, ancestry, pregnancy, sexual orientation, marital status, military or veteran status, or physical or mental disability, or sexual orientation or because an individual is perceived as having one or more of the above characteristics; or when the stated purpose of the ~~donation~~ gift, donation, or bequest is to facilitate such discrimination in providing educational opportunity.

Reference:

*California Education Code, Sections ~~72122~~ 72205
Title 5, Section 59320*

Adopted:	4-07-75	Revised:	9-29-03
Revised:	5-23-88	Revised:	8-26-08
Revised:	4-26-99	Revised:	7-30-12

BOARD POLICY

3451

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

SAFETY AND HEALTH

The Chancellor or designee shall ~~establish Administrative Regulations to ensure~~ safeguard the safety of employees and students, ~~on District sites,~~ including the following:

- ~~Compliance with the United States Department of Transportation regulations implementing the Federal Omnibus Transportation Employee Testing Act of 1991. Specifically, the District shall comply with the regulations of the Federal Highway Administration (FHWA) and, if applicable, the Federal Transit Administration (FTA). Compliance with these~~ this policy and procedures is a condition of employment for those employees who transport students. (See BP/AR-3207 District Drivers and Vehicle Use Policy & BP-4018 Alcohol and Controlled Substances Testing.)
- Establishment of an Injury and Illness Prevention Program (IIPP) in compliance with applicable Occupational Safety and Health Administration (OSHA) regulations and state law. ~~These procedures~~ The program shall promote an active and aggressive ~~program~~ actions to reduce and/or control safety and health risks.
- Establishment of a Hazardous Material Communications Program, which shall include review of all chemicals or material; received by the District for hazardous properties, instruction for employees and students on the safe handling of such materials, and proper disposal methods for hazardous materials.
- ~~Prohibition of the use of tobacco in all public buildings including within 25 feet of entrances.~~ Prohibition of the use, sales, distribution, or advertisement of tobacco products within or on any district facility or property. (See BP/AR-2150 Smoke Free District)

Reference:

*49 C.F.R., Part 40, 49 C.F.R., Part 665
Title 8, Section 3023
29 C.F.R. 1910.101 et seq.
Health & Safety Code Section 104420*

Adopted: 6-21-93
Revised: 4-26-99
Revised: 1-20-04
Revised: 8-31-09

Page 1 of 1

BOARD POLICY

3520

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

REFRESHMENTS AND MEALS AT DISTRICT FUNCTIONS

The Board of Trustees encourages public participation and awareness of community college district programs and activities ~~through direct personal contact~~ with individuals and community groups. The Board believes that the serving of refreshments and meals for District approved functions facilitates communication and increases public awareness of, the District and its colleges, and improves participation in District sponsored meetings and functions.

The Board of Trustees authorizes the serving of refreshments and/or meals as designated in the administrative ~~procedures~~ regulation, AR-3520 - *Refreshments and Meals at District Functions*.

Adopted: 11-05-90
Revised: 4-26-99
Revised: 9-29-03

Revised: 4-28-08
Revised: 6-23-14

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

3811

BUSINESS

COLLEGE BOOKSTORES

College bookstores shall be established and operated by a qualified vendor.

Contracts for outside vendors to operate bookstores shall be awarded by competitive bid, submitted to the Board for approval, and awarded in the best interests of the students.

The core purpose of the bookstores within the District is to do the following:

- A. Offer textbooks and other instructional materials to the students of the colleges for fair market prices in a timely manner;
- B. Provide a means for the students to sell textbooks through buy back; and
- C. Serve the needs of the faculty, ensuring that the course textbooks and materials they choose for their courses are available to students.

College bookstore(s) shall comply with the requirements of the Reader Privacy Act.

Reference:

Education Code Section 81676, 72676

Civil Code Section 1798.90

BOARD POLICY

4006

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

MEDICAL EXAMINATIONS, COMMUNICABLE DISEASES, AND TUBERCULOSIS TESTING ASSESSMENT

The District shall comply with California Education Code relating to medical examinations, and communicable diseases, ~~and~~ (For tuberculosis testing, see BP 4009 Certification of Freedom from Tuberculosis.)

All newly hired academic employees shall have on file in Human Resources a medical certificate indicating freedom from communicable diseases, including tuberculosis. No academic employee shall commence service until such medical certificate has been provided to the District.

Reference:

California Education Code, Sections 87408, ~~87408.5~~, 87408.6, 88021

Adopted:	02-13-68	Revised:	04-26-99
Revised:	04-01-72	Revised:	01-20-04
Revised:	04-10-89	Reviewed:	03-28-11
Revised:	04-08-91	Revised:	03-28-16

BOARD POLICY

4007

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

HEALTH EXAMINATIONS

~~The District will assume the full cost of any medical examination it requires as a condition of employment or continued employment, including but not limited to the provisions outlined in the California Education Code for academic personnel, and Section 88021 for classified personnel.~~

The Chancellor may require medical examinations of candidates for appropriate positions prior to assuming the duties of the position. Such pre-employment medical examinations may only be required after a conditional job offer has been made, and shall be required of any candidate for a position for which a pre-employment medical examination has been deemed appropriate. No candidate shall be required to participate in such an examination solely on the basis of the candidate's age or disability.

The Vice Chancellor of Human Resources may require any employee to undergo a physical or mental examination where such a fitness for duty exam is job related and consistent with business necessity. Such medical examinations shall be at the District's expense and shall be conducted by a physician or other licensed medical practitioner chosen by the District.

Reference:

Education Code Section 87408

Government Code Section 12940

42 U.S. Code Section 12112(d)

29 Code of Federal Regulations, Part 1630

Adopted:	06-04-69	Revised:	09-26-05
Revised:	04-10-89	Reviewed:	10-13-10
Revised:	02-28-94	Revised:	03-28-16
Revised:	04-26-99		

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Board Policy Revision: BP-112 Duties and Responsibilities of the Board of Trustees, BP-118 Committees of the Board, BP-122 Closed Sessions, BP-124 Special and Emergency Meetings, BP-136 Minutes of the Board of Trustees, BP-138 Recording of Board of Trustee Meetings, BP-152 Presentation of Initial Collective Bargaining Proposals, BP-180 Respectful Interactions and Collaboration

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

Eight board policies are presented to the Board of Trustees for approval. The new language to the board policies was reviewed and revised by 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 14, 2019 for review and recommendation to the Chancellor. EXHIBITS A-H were brought to the Board of Trustees on February 25, 2019 for review and study.

RECOMMENDATION

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

BOARD POLICY

112

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

DUTIES AND RESPONSIBILITIES OF THE BOARD OF TRUSTEES

The Board of Trustees governs on behalf of the ~~citizens~~ residents of the South Orange County Community College District in accordance with the authority granted and duties defined in Education Code, and in consideration of statewide emphases.

The Board is committed to:

- Establishing the mission and vision of the District
- ~~Assuring~~ Ensuring the development and implementation of short-term and long-term educational, ~~and facilities~~ and technology plans
- ~~Assuring~~ Ensuring fiscal health and stability
- Monitoring institutional performance, effectiveness and educational quality; including approving curriculum and programs
- Delegating ~~power and~~ authority to the Chancellor/Chief Executive Officer to effectively lead and manage the ~~district~~ District
- Working respectfully with the Chancellor and the District/College faculty and staff
- ~~Referring~~ Offering suggestions and referring concerns to the Chancellor
- Working respectfully with other Board members
- Hiring and evaluating the Chancellor
- Advocating for and protecting the District
- Establishing policies that implement the College and District mission and goals, and set prudent, ethical and legal standards for college and District operations
- Representing the public interest

Reference:

*Accreditation Standard IVB-1.dC
Education Code 70902*

BOARD POLICY

118

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

COMMITTEES OF THE BOARD

The Board of Trustees may, by action, establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by ~~board~~ Board action shall comply with the requirements of the Brown Act and with Board policies regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board that are advisory are not required to comply with the Brown Act, or with these policies regarding open meetings, unless they are standing committees.

Board committees that are only advisory have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

The Board of Trustees has established the following sub-committees:

- Audit
- Board Policy

Reference:

Government Code Section 54952

Adopted: 7-28-08

Reviewed by BPARAC & Chancellor on
5-20-13. No recommended change to
policy.

BOARD POLICY

122

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

CLOSED SESSIONS

Closed sessions of the Board shall only be held as permitted by applicable legal provisions including but not limited to the Brown Act, California Government Code and California Education Code. Matters discussed in closed session may include:

- the appointment, employment, evaluation of performance, discipline or dismissal of a public employee;
- charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session. The employee shall be given at least twenty-four (24) hours written notice of the closed session.
- advice of counsel on pending litigation, as defined by law;
- consideration of tort liability claims as part of the ~~district's~~ District's membership in any joint powers agency formed for purposes of insurance pooling;
- real property transactions;
- threats to public security;
- review of the District's position regarding labor negotiations and giving instructions to the District's designated negotiator;
- discussion of student disciplinary action, with final action taken in public;
- conferring of honorary degrees;
- consideration of gifts from a donor who wishes to remain anonymous; or
- consideration of a response to a confidential final draft audit report from the Bureau of State Audits.

The agenda for each regular or special meeting shall contain information regarding whether a closed session will be held and shall identify the topics to be discussed in any closed session in the manner required by law.

After any closed session, the Board shall reconvene in open session before adjourning and shall announce any actions taken in closed session and the vote or abstention of every member present. If the vote is not unanimous, the roll call vote will be announced.

All matters discussed or disclosed during a lawfully held closed session and all notes, minutes, records or recordings made of such a closed session are confidential and shall remain confidential unless and until required to be disclosed by action of the Board or by law.

If any person requests an opportunity to present complaints to the Board about a specific employee, such complaints shall first be presented to the Chancellor or Vice Chancellor of Human Resources. Notice shall be given to the employee against whom the charges or complaints are directed. If the complaint is not resolved at the administrative level, the matter shall be scheduled for a closed session of the Board. The employee shall be given at least twenty-four (24) hours written notice of the closed session, and shall be given the opportunity to request that the complaints be heard in an open meeting of the Board.

Reference:

Government Code Sections 54956.8, 54956.9, 54957, 54957.6; 11125.4

Education Code Section 72122

BOARD POLICY

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SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

SPECIAL AND EMERGENCY MEETINGS

Special meetings may ~~from time to time~~ be called, as needed, by the President of the Board or by a majority of the members of the Board. Notice of such meetings shall be posted at least 24 hours before the time of the meeting, and shall be noticed in accordance with the Brown Act. No business other than that included in the notice may be transacted or discussed.

Every notice for a special meeting shall provide an opportunity for members of the public to directly address the Board concerning any item that is described in the notice for the meeting before or during consideration of that item.

Emergency meetings may be called by the President of the Board, or the Chancellor in his or her capacity as secretary to the Board, when prompt action is needed because of actual or threatened disruption of public facilities under such circumstances, as permitted by the Brown Act; including work stoppage, crippling disasters, and other activity that severely impairs public health and/or safety. For purposes of this Policy, emergency consists of those circumstances set forth in Government Code.

During an emergency meeting, the Board may meet in closed session when such a meeting is authorized by the Brown Act ~~Government Code~~ to discuss a dire emergency.

The Chancellor shall ensure that notice of such meetings is posted, provided to the local news media, and published as required by law.

Reference:

*Government Code Section 54956, 54956.5, 54957;
Education Code Section 72129*

BOARD POLICY

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SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

MINUTES OF THE BOARD OF TRUSTEE MEETINGS

The Chancellor shall cause minutes to be taken of all meetings of the Board. The minutes shall record all actions taken by the Board. The minutes shall be public records and shall be available to the public. ~~If requested, the~~ minutes shall be made available in appropriate alternative formats upon request by a ~~so as to be accessible to persons with a disability.~~

The minutes shall also record the names of ~~those~~ the Board members present, all motions, the name of those making and seconding motions, and the vote on each motions.

Reference:

*Education Code Section 72121(a);
Government Code Section 54957.5*

BOARD POLICY

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SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

RECORDING OF BOARD OF TRUSTEE MEETINGS

Any audio or video recording of an open and public Board meeting made by or at the direction of the Board shall be subject to inspection by members of the public in accordance with the California Public Records Act as specified in; Government Code. The Chancellor shall enact administrative procedures to ensure that any such recordings are maintained for at least thirty days following the taping or recording.

Persons attending an open and public meeting of the Board may, at their own expense, record the proceedings with an audio or video tape recording or a still or motion picture camera or may broadcast the proceedings. However, if the Board finds by a majority vote that the recording or broadcast cannot continue without noise, illumination, or obstruction of view that constitutes or would constitute a persistent disruption of the proceedings, any such person shall be directed by the President of the Board of Trustees to cease recordingstop.

Reference:

Government Code Sections 54953.5, 54953.6; ~~6250~~

Education Code Section 72121(a)

BOARD POLICY

152

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

PRESENTATION OF INITIAL COLLECTIVE BARGAINING PROPOSALS

The Chancellor shall enact administrative ~~procedures~~ regulations that ~~ensure~~ assure compliance with the requirements of Government Code Section 3547 regarding the presentation to the Board of Trustees of initial proposals for collective bargaining.

Collective bargaining begins when either an exclusive employee representative or the District itself presents an initial proposal for consideration in accordance with the collective bargaining agreement.

Reference:

Government Code Section 3547

BOARD POLICY

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SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

RESPECTFUL INTERACTIONS AND COLLABORATION ~~DELETE~~

~~The South Orange County Community College District board of trustees, chancellor, presidents, administrators and managers, faculty, students, and staff, shall foster a district wide culture of mutually respectful interactions, cooperation, and a climate of civility.~~

~~It is recognized that disagreement and informed debate may occur in an academic setting. This Policy does not seek to abridge for any purpose the freedoms of employees, students, or the public, nor support retaliatory behavior for any reason.~~

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Academic Employees and Classified Administrators
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 academic employees and classified administrators' personnel actions as shown in Exhibit A.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
ACADEMIC EMPLOYEE AND CLASSIFIED ADMINISTRATOR PERSONNEL
ACTIONS/RATIFICATIONS**

A. NEW PERSONNEL APPOINTMENTS

1. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF** (Ratified - Pursuant to Administrative Regulation 4002.1)

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Bolt, Kellen	PhD/English	English/IVC	5	01/14/19
Chang, Woongjo	MFA/Clarinet Perform	Music/SC	2	01/14/19
Cook, Myung	MFA/Weaving	Emeritus/IVC	2	01/14/19
Figueira, Vera	MA/Applied Linguistics	ESL/SC	5	01/14/19
Morgan, Gloria	MA/Nursing Education	Nursing/SC	3	01/14/19
Powell, Elena	MA/TESOL	Tutor/SC	2	01/14/19
Rosen, Ann	MA/Spanish	Spanish/SC	5	01/14/19
Stewart, Shon	BS/Animation	Art/IVC	1	01/14/19
Taxel, Nathan	MA/Resource Management	Environmental Studies/SC	2	01/14/19
Wang, Chun Yi	MFA/Piano	Music/IVC	2	01/14/19

B. ADDITIONAL COMPENSATION: GENERAL FUND

1. It is recommended that the following **Irvine Valley College** faculty members be compensated as indicated below for the 2018/2019 fiscal year.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Bailey, Cheryl	Library Services Coordinator	\$1,366.00	01/14/19-05/22/19
Gerges, Joseph	Printmaking Studio Setup	\$1,646.40	01/10/19-03/15/19
Gervais, Michel	Dance Choreography	\$1,500.00	01/14/19-05/22/19
Gliadkovsky, Kirill	Faculty Concert Performer	\$1,000.00	02/02/19-02/02/19
Jones, Monik	Choreographer/Mentor	\$1,500.00	01/24/19-05/22/19
Marino, Valerie	Early College Facilitator 5	\$100.00	01/14/19-05/22/19
Park, Edward	Early College Facilitator 8	\$100.00	01/14/19-05/22/19
Seraphin, Eva	Early College Facilitator 9	\$100.00	01/14/19-05/22/19
Virzi, Susan	Early College Facilitator 6	\$100.00	01/14/19-05/22/19
Webber, Jonathan	Early College Facilitator 4	\$100.00	01/14/19-05/22/19
Wood, Robert	Early College Facilitator 1	\$100.00	01/14/19-05/22/19

General Fund/IVC Month to Date: \$ 7,612.40
2018-2019 IVC FISCAL YEAR TO DATE: \$ 363,986.96

B. ADDITIONAL COMPENSATION: GENERAL FUND - Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for the 2018/2019 fiscal year.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Evan-Wallins, Patty	Online Educator Program	\$833.20	02/11/19-04/30/19
Freshwater-Morris, Linda	Online Educator Program	\$833.20	02/11/19-04/30/19
¹ Garcia, Renee	Anthropology Lab Coordinator	\$2,732.00	01/14/19-05/24/19
Hoida-Mullholland, Bridget	Online Educator Program	\$833.20	02/11/19-04/30/19
McGirr, Julie	Chair, ESL	\$683.00	08/20/18-12/19/18
Myhren, Brett	Online Educator Program	\$833.20	02/11/19-04/30/19
² Smith, Maureen	Geography/GIS Lab Coordinator	\$2,732.00	01/14/19-05/25/19
Tamialis, Barbara	Chair, Child Develop. Supp. Duties	\$2,732.00	08/13/18-12/19/18
General Fund/SC Month to Date:		\$ 12,211.80	
³2018-2019 SC FISCAL YEAR TO DATE:		\$ 438,631.43	

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following **Irvine Valley College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Akhavan, Susan	ESL Assessment Reader (SSSP) 8	\$82.32	08/20/18-12/19/18
Carson, Raymond	AESL 503 Course Participator (BSI)	\$617.40	08/17/18-12/19/18
Chen, Joanne	CCCIP College Mentor 3	\$1,000.00	01/14/19-05/22/19
Collins, Rachel	AB705 Workshop 61	\$61.74	11/13/18-11/13/18
Danufsky, Josh	CCCIP College Mentor 1	\$1,000.00	01/14/19-05/22/19
Garcia, Jennifer	ESL Assessment Reader (SSSP) 5	\$679.14	08/20/18-12/19/18
Haeri, Melanie	AESL 504 Course Participator (BSI)	\$617.40	08/17/18-12/19/18
King, Donna	Teacher Preparation	\$500.00	02/11/19-05/10/19
Matthews, Evangeline	AESL 505 Course Participator (BSI)	\$617.40	08/17/18-12/19/18
Mis, Benjamin	CCCIP College Coordinator	\$1,500.00	01/14/19-05/22/19
Monacelli, Brian	NSF OP-TEC Prin. Investigator	\$4,500.02	08/20/18-12/19/18
Monacelli, Brian	NSF OP-TEC Prin. Investigator	\$4,500.02	01/14/19-05/14/19

¹ Revision of Board approved stipend in the amount of \$1,366.00 on December 10, 2018. YTD total has been adjusted to reflect the increase.

² Revision of Board approved stipend in the amount of \$1,366.00 on December 10, 2018. YTD total has been adjusted to reflect the increase.

³ SC Fiscal YTD Total has been adjusted as follows: Board approved stipend on February 25, 2019 in the amount of \$6,830.00 for Lisa Silveira replaces two individual stipends that were Board approved on December 10, 2018 in the amounts of \$3,415.00, (1) each for Lisa Silveira and Jeanne Smith.

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND - Continued

1. It is recommended that the following **Irvine Valley College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Ng, Alan	AESL 502 Course Participator (BSI)	\$617.40	08/17/18-12/19/18
Noroozi, Zahra	CCCIP College Mentor 4	\$1,000.00	01/14/19-05/22/19
Perlman, Randi	AESL 505 Course Participator (BSI)	\$617.40	08/17/18-12/19/18
Petrulio, Kyle	ESL Assessment Reader (SSSP) 1	\$493.92	08/20/18-12/19/18
Serpas, Summer	ENG Multiple Measures W/Group 5	\$2,049.00	01/14/19-05/22/19
Tran, Annie	AESL 505 Course Participator (BSI)	\$617.40	08/17/18-12/19/18
Tran, Tiffany	ENG Multiple Measures W/Group 4	\$2,049.00	01/14/19-05/22/19
Tresler, Matthew	CCCIP College Mentor 2	\$1,000.00	01/14/19-05/22/19
Non-General Fund/IVC Month to Date:		\$ 24,119.56	
2018-2019 IVC FISCAL YEAR TO DATE:		\$ 356,472.30	

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Allah, Nancy	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Allah, Nancy	LVLUP-AHE Peer Academy	\$82.32	02/01/19-02/01/19
Antoun, Rachel	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Barlow, Daniel	OER Adoption ENG 1A	\$500.00	01/14/19-04/30/19
Barlow, Daniel	OER Adoption ENG 1B	\$500.00	01/14/19-04/30/19
Barlow, Daniel	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Beckham, Jack	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Bennett, Michael	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Bird, Chrissy	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Black, Janine	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Bogusiewicz, Kelley	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Bonitatis, Carolina	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Bowles, Christina	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Bowman, Don	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Bravo, Adam	Jazz Faculty in Concert	\$200.00	01/28/19-01/28/19
Brei, Todd	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Brooks, Taylor	Regional Advisory Board	\$329.28	02/08/19-02/08/19
Brooks, Taylor	CTE Articulation Meeting	\$82.32	02/11/19-02/11/19
Brooks, Taylor	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Brosh, Melissa	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Brunner, Janelle	LVLUP-PD High Impact/Engage	\$864.36	01/25/19-04/05/19
Budica, Jessica	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Bulloch, David	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Bumbesti, Mircea	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Busick, Elizabeth	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND – Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

Name	Activity	Not to Exceed	
		Amount (\$)	Effective Date
Calahane, Kacey	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Casil, Amy	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Cavazzi, Bentley	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Cavazzi, Deidre	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Cervantes, Rebecca	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Cervantes, Rebecca	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Cesareo, Claire	Guided Pathways	\$205.80	08/20/18-12/19/18
Chandler, Chase	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Chatham, Lynne	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Chau, Deborah	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Chhun, Stephanie	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Choi, Sang	BSI Community Practice	\$679.14	01/14/19-04/17/19
Ciavarella, Catherine	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Cioczek-Georges, Renata	BSI Community Practice	\$679.14	01/14/19-04/17/19
Claflin, Christopher	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Combs, Mark	OER Adoption, PSYC 1	\$500.00	01/14/19-04/30/19
Cooper, Karin	BSI English PLC	\$370.44	02/01/19-03/29/19
Cooper, Karin	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Cox, Barbara	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Daly, Anthony	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Damm, Kathryn	Guided Pathways	\$205.80	08/20/18-12/19/18
Daniels, Brittany	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Daniels, Stevie	AESL to ESL Guided Pathways	\$165.00	11/30/18-11/30/18
Dassero, Sarah	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Dassero, Sarah	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
DeDonno, Tom	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
DeSantiago, Stacy	ACEN Prep Accreditation Coord.	\$164.64	01/30/19-01/31/19
Duong, Nancy	BSI Community Practice	\$679.14	01/14/19-04/17/19
Dyer, Katy	Faculty RDN & Presenter	\$3,293.00	01/14/19-05/22/19
Earl, Krista	ACEN Prep Accreditation Coord.	\$164.64	01/30/19-01/31/19
Eid, Marguerite	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
English, Noemi	CTE Articulation Meeting	\$82.32	02/11/19-02/11/19
English, Noemi	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Evancoe, Eugene	V-CAT Project Exhibit Review	\$2,058.00	01/14/19-05/24/19
Evancoe, Eugene	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Evans, Mercedes	OER Adoption, ARCH 124B	\$500.00	01/14/19-04/30/19
Evans, Mercedes	OER Adoption, ARCH 124C	\$500.00	01/14/19-04/30/19
Evans Wallin, Patty	BSI Community Practice	\$679.14	01/14/19-04/17/19
Farnsworth, Robert	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Faulk, John	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Fisher, Suki	LVLUP-ENG Dept. Retreat	\$617.40	02/01/19-02/01/19

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND – Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Fox, Lindsay	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Francisco, David	OER Adoption, COUN 140	\$500.00	01/14/19-02/15/19
Frazier, Vanessa	BSI English PLC	\$493.92	02/01/19-03/29/19
Fredrickson, Scott	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Futami, Kimberli	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Ghanbarpour, Christina	Guided Pathways	\$411.60	08/20/18-12/19/18
Gibson, Lela	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Gilman, Bruce	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Gilman, Bruce	LVLUP Eng Dept. Retreat	\$288.12	02/01/19-02/01/19
Gleason, Linda	ACEN Prep Accreditation Coord.	\$164.64	01/30/19-01/31/19
Gonzalez, Carly	BSI Community Practice	\$679.14	01/14/19-04/17/19
Gonzalez, Frank	BSI Community Practice	\$679.14	01/14/19-04/17/19
Gonzalez, Sara	LVLUP-PD High Impact/Engage 1-3	\$864.36	01/25/19-04/05/19
Gonzalez, Sara	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Gordon, Sara	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Goulding, Carrie	BSI CPR Retreat Lead	\$370.44	01/14/19-03/29/19
Goulding, Carrie	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Gregory, Eric	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Gutierrez, Crystal	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Haight, Laura	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Hall, Peggy	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Hays, Scott	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Hayter, Catherine	LVLUP-Eng1A Faculty Mentor	\$1,975.68	01/14/19-05/22/19
Hayter, Catherine	BSI CPR Retreat Lead	\$370.44	01/14/19-03/29/19
Hayter, Catherine	LVLUP-ENG Dept. Retreat	\$617.40	02/01/19-02/01/19
Higgs, Sean	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Hinman, Gretchen	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Hitch, Ryan	BSI English PLC	\$370.44	02/01/19-03/29/19
Hoggatt, Amanda	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Hoggatt, Amanda	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Hoida Mulholland, Bridget	LVLUP-Eng1B Faculty Mentor	\$2,634.24	01/14/19-05/22/19
Hoida Mulholland, Bridget	LVLUP-ENG Dept Retreat	\$452.76	02/01/19-02/01/19
Homma, Mary	LVLUP-AHE Peer Academy	\$82.32	02/01/19-02/01/19
Hong, Song	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Hoolihan, Lori	Mgr/Coordinator DS for Athletes	\$600.00	01/14/19-05/22/19
Hoolihan, Lori	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Hopkins, Dustin	BSI English PLC	\$493.92	02/01/19-03/29/19
Hopkins, Dustin	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Hughes, Luther	Jazz Faculty in Concert	\$200.00	01/28/19-01/28/19

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND – Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

Name	Activity	Not to Exceed	
		Amount (\$)	Effective Date
Idleman, Brandee	OER Adoption LIB 2H	\$500.00	09/01/18-12/10/18
Inlow, Lisa	V-CAT Project Exhibit Review	\$2,058.00	01/14/19-05/24/19
Inlow, Lisa	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Inman-Olinger, Alex	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Jazayeri, Jennifer	OER Adoption, SOC 1	\$500.00	01/14/19-04/30/19
Jennison, Elizabeth	Accounting Tutor Training Dev.	\$205.80	01/14/19-05/22/19
Jerome, Amanda	LVLUP-PD Workshop	\$82.32	01/25/19-01/25/19
Jimenez, Laura	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Jones, Cristina	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Kihyet, Constance	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Kihyet, Constance	V-CAT Project Exhibit Review	\$2,058.00	01/14/19-05/24/19
Kim, Robin	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Kohl, Colin	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Konishi, Hiro	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Kouritas, Georgios	OER Adoption MUSIC 1	\$500.00	01/14/19-04/30/19
Kraig, Adriana	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Kunze-Thibeau, Lori	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Lambeth, Jocelyn	ACEN Prep Accreditation Coord.	\$164.64	01/30/19-01/31/19
Lawson, Anne	Nursing Student Success Advisor	\$2,675.40	02/01/19-03/31/19
Lee, Ken	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Lu, Jianhua	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Luke, Gary	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Luque, Jonathan	BSI Community Practice	\$679.14	01/14/19-04/17/19
Luque, Jonathan	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Lynch, Stephanie	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Mackie, Linda	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
MacMillan, Sharon	Guided Pathways	\$205.80	08/20/18-12/19/18
Major, Nicole	OER Co-Chair	\$2,058.00	01/14/19-05/01/19
Maniaci, Vera	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
McConkey, Jennifer	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
McConkey, Jennifer	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
McGuire, Bill	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
McMahon, Arnold	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
McMurtrey, Megan	BSI English PLC	\$493.92	02/01/19-03/29/19
McMurtrey, Megan	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Medling, Jane	Accounting Tutor Training Dev.	\$205.80	01/14/19-05/22/19
Moinfar, Donna	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Montoya, Jesus	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Morain, Janice	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Morrison, Anna	BSI English PLC	\$493.92	02/01/19-03/29/19
Mularski, Jedrek	Guided Pathways	\$205.80	08/20/18-12/19/18
Myhren, Brett	BSI English PLC	\$864.36	02/01/19-03/29/19

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND – Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Myhren, Brett	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Myhren, Brett	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Nadeau, Bouchra	LVLUP Int'l Lang. Faculty Mentor	\$2,634.24	01/14/19-05/22/19
Nelson, Terence	V-CAT Principle Investigator	\$3,087.00	01/14/19-05/24/19
Nguyen, Linda	BSI Community Practice	\$679.14	01/14/19-04/17/19
Ochi, Shellie	LVLUP-General Tutoring Orient.	\$41.16	01/11/19-01/11/19
Ochi, Shellie	LVLUP-Eng 200 & 390 Fac. Mentor	\$1,317.12	01/14/19-05/22/19
Ochi, Shellie	LVLUP-ENG Dept. Retreat	\$411.60	02/01/19-02/01/19
Oderlin, Keff	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Pakula, Jennifer	Guided Pathways	\$205.80	08/20/18-12/19/18
Pakula, Jennifer	OER Co-Chair	\$2,058.00	01/14/19-05/01/19
Pangborn, Lori	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Pfeiler, Donna	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Pieri, Glenna	OER Adoption, PS 1	\$500.00	01/14/19-04/30/19
Pinter, Gerald	Jazz Faculty in Concert	\$200.00	01/28/19-01/28/19
Popa, Aura	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Posada, Timothy	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Quinlan, Emily	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Quinlan, Emily	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Raynesford, Kim	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Ried, Silenia	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Romero, Maria Teresa	OER Adoption, HIST 4	\$500.00	01/14/19-04/30/19
Romesburg, Rod	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Rosenn, Tristen	Jazz Faculty in Concert	\$200.00	01/28/19-01/28/19
Rosner, Marley	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Scarfone, Femia	LVLUP-ESL Faculty Mentor	\$2,634.24	01/14/19-05/22/19
Scarfone, Femia	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Scarfone, Femia	BSI ESL Curriculum Dev. Lead	\$2,058.00	01/14/19-05/03/19
Schantz, Doris	BSI Community Practice	\$679.14	01/14/19-04/17/19
Schantz, John	BSI Community Practice	\$679.14	01/14/19-04/17/19
Schermerhorn, Brock	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Seaman, James	OER Adoption, HIST 4	\$500.00	01/14/19-04/30/19
Sebei, Eman	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Shafe, Kia	BSI Community Practice	\$679.14	01/14/19-04/17/19
Shaffer, Gina	LVLUP- Tutoring Orientation	\$41.16	01/11/19-01/11/19
Shaffer, Gina	LVLUP-ENG Dept. Retreat	\$452.76	02/01/19-02/01/19
Shaffer, Gina	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Sheridan Matthew	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Signo-Jackson, Janet	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Signo-Jackson, Janet	BSI AHE Practicum	\$370.44	02/08/19-04/19/19

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND – Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

Name	Activity	Not to Exceed	
		Amount (\$)	Effective Date
Smith, Christina	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Smith, Christina	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Smith, Kathryn	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Smith, Maureen	Guided Pathways	\$205.80	01/14/19-05/24/19
Sommerville, Nancy	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Sorenson, Stephanie	BSI Community Practice	\$679.14	01/14/19-04/17/19
Staley, Deborah	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Steinriede, Lindsay	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Stephens, Blake	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Stevenson, Bill	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Stevenson, Glen	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Stout, Ron	Jazz Faculty in Concert	\$200.00	01/28/19-01/28/19
Strong, Margaret	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Sundaram, Renuka	AEWD Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Tamialis, Barbara	Guided Pathways	\$205.80	08/20/18-12/19/18
Tamialis, Barbara	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Taylor, Karen	OER Adoption, GD 140	\$500.00	01/08/19-04/30/19
Taylor, Karen	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Teh, Steve	OER Adoption, BIO 20	\$500.00	01/14/19-04/30/19
Tener, Andrea	BSI ESL Curriculum Dev.	\$1,234.80	02/25/19-05/06/19
Tomlinson, Kristen	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
Tracy, Jacob	BSI Community Practice	\$679.14	01/14/19-04/17/19
Tran, Aimee	V-CAT Project Exhibit Review	\$1,234.80	01/14/19-05/24/19
Tran, Aimee	CTE Articulation Workshop	\$329.28	04/01/19-04/30/19
Trodick, Scot	BSI AHE Practicum	\$370.44	02/08/19-04/19/19
Vogel, Erica	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Vogel, Jeff	LVLUP-Tutoring Orientation	\$41.16	01/11/19-01/11/19
Vogel, Jeff	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Voisard, Norbert	AESL Faculty Prof. Development	\$600.00	01/14/19-05/22/19
Wadley, Jonathan	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Walsh, Dan	Guided Pathways	\$205.80	08/20/18-12/19/18
Welc, Martin	CTE Articulation Workshop	\$164.64	04/01/19-04/30/19
Westphal, Karla	BSI Community Practice	\$679.14	01/14/19-04/17/19
Wetlesen, Sandra	AESL Faculty Professional Dev.	\$600.00	01/14/19-05/22/19
White-Alcover, Susan	CTE Articulation Workshop	\$159.84	04/01/19-04/30/19
Whynaught, Jeffrey	LVLUP-PD High Impact/Engage 1	\$82.32	01/25/19-01/25/19
Williams, Jacob	BSI Contextualized Curriculum	\$2,058.00	01/14/19-04/30/19
Williams, Jacob	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19
Wood, Debra	OER Adoption, CDE 101	\$500.00	01/14/19-04/30/19
Woods, David	LVLUP-ENG Dept. Retreat	\$205.80	02/01/19-02/01/19

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND – Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for 2018/2019 fiscal year.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Zemanek, Erika	LVLUP-Tutoring Orientation	\$41.16	01/11/19-01/11/19
Zemanek, Erika	BSI English PLC	\$246.96	02/01/19-03/29/19
Zimmerman, Ray	LVLUP-Eng1A Faculty Mentor	\$1,975.68	01/14/19-05/22/19
Zimmerman, Ray	LVLUP-ENG Dept. Retreat	\$411.60	02/01/19-02/01/19
Zweigle, Poly	OER Adoption, CDE 15	\$500.00	01/14/19-04/30/19
Zweigle, Poly	OER Adoption, CDE 07	\$500.00	01/14/19-04/30/19

Non-General Fund/SC Month to Date: \$ 134,879.20
2018-2019 SC FISCAL YEAR TO DATE: \$ 511,840.77

D. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. GRAVIS, ESTHER, ID# 018676, Assistant Dean, Health Sciences & Human Services/Director of Nursing #P0004626, Division of Health Science and Human Services, and Associate Faculty, Nursing #P0004458OL Saddleback College, resignation effective March 26, 2019. Payment is authorized for any compensated time off. (Start date: August 13, 2012).

E. REDUCED WORKLOAD PROGRAM WITH STRS RETIREMENT

1. TURNER, PAMME, ID #002636, Emeritus Art Instructor/Painting, Pos #P0002423, Emeritus Institute, Saddleback College, has requested to participate in a reduction in teaching contract to 50% workload beginning the academic year 2019-20 in accordance with Article XXXI, Section 1, of the Academic Employee Master Agreement, effective date to participate in the CalSTRS Reduced Workload Program is August 12, 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 and 2018/2019 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u> <u>Amount (\$)</u>	<u>Effective Date</u>
Synycia, Natasha	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
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	-	
GRAND TOTAL TO DATE:		\$512,500.00	

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 and 2018/2019 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u> <u>Amount (\$)</u>	<u>Effective Date</u>
Bowles, Christina	Canvas Conversion, Web-Enhanced	\$1,000.00	08/20/18-12/19/18
Chu, Hencelyn	Canvas Conversion, Hybrid	\$2,500.00	08/20/18-12/19/18
Conley, John	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Faulkner, Jill	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Faulkner, Sarah	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Fredrickson, Scott	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Haeri, Mitchell	Canvas Conversion, Online	\$5,000.00	08/20/18-12/19/18
Hamza, Mark	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Hayter, Catherine	Canvas Conversion, Online	\$5,000.00	01/14/19-05/22/19
Hopkins, Dustin	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Inlow, Lisa	Canvas Conversion, Hybrid	\$2,500.00	01/14/19-05/22/19
Kaefer, Kenneth	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Khorram, M. David	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19

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 and 2018/2019** fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Langrell, Jenny	Canvas Conversion, Online	\$5,000.00	01/14/19-05/22/19
Lee, Ken	Canvas Conversion, Online	\$5,000.00	01/14/19-05/22/19
Leppien-Christensen, Kris	Canvas Conversion, Online	\$5,000.00	01/14/19-05/22/19
McKinney, Michael	Canvas Conversion, Online	\$5,000.00	01/14/19-05/22/19
Morrison, Anna C.	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Olhats, Pascal	Canvas Conversion, Web-Enhanced	\$1,000.00	08/20/18-12/19/18
Park, Ann	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Patton, Eric	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Pino, David	Canvas Conversion, Web-Enhanced	\$1,000.00	01/14/19-05/22/19
Quade, Joyce	Canvas Conversion, Online	\$5,000.00	01/14/19-05/22/19
Rossiter, Jonathan	Canvas Conversion, Online	\$5,000.00	08/20/18-12/19/18
Zimmer, Susan J.	Canvas Conversion, Web-Enhanced	\$1,000.00	08/20/18-12/19/18

March 25, 2019	SC Canvas Conversion	\$60,000.00
February 25, 2019	SC Canvas Conversion	49,500.00
January 22, 2019	SC Canvas Conversion	41,000.00
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

GRAND TOTAL TO DATE:	\$1,103,000.00
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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 4002.1)
 - a. SIMMONS, ROBERT is to be employed as Police Officer, Pos. #P0002571, Police Department, Irvine Valley College, Police Officer Salary Schedule Range II, Step 3, 40 hours per week, 12 months per year, effective February 25, 2019.
 - b. VELAZQUEZ HERNANDEZ, HANSEL is to be employed as Custodian, Pos. #P0001845, Facilities, Maintenance and Operations, Irvine Valley College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 113, Step 1, 40 hours per week, 12 months per year, effective February 19, 2019.

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE (A) CLASSIFIED POSITION(S)

1. CLERICAL ASSISTANT, CATEGORICAL, Pos. #P0015070, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 113, Veterans Services Center, Irvine Valley College, seeks authorization to establish and announce this full-time, 40 hours per week, 12 months per year position to its staff complement, effective February 5, 2019. Employment in this position is contingent upon funding by the Innovation Grant. This position was approved by the Chancellor on February 5, 2019.
2. PROGRAM ASSISTANT, CATEGORICAL, Pos. #P0015068, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 118, Veterans Services Center, Irvine Valley College, seeks authorization to establish and announce this full-time, 40 hours per week, 12 months per year position to its staff complement, effective February 5, 2019. Employment in this position is contingent upon funding by the Innovation Grant. This position was approved by the Chancellor on February 5, 2019.
3. PROGRAM ASSISTANT, CATEGORICAL, Pos. #P0015081, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 118, Student Health Center, Irvine Valley College, seeks authorization to establish and announce this part-time, 20 hours per week, 12 months per year position to its staff complement, effective February 19, 2019. Employment in this position is contingent upon funding by the Hunger Free Campus Grant. This position was approved by the Chancellor on February 19, 2019.
4. PROGRAM COORDINATOR, CATEGORICAL, Pos. #P0015053, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 134, Division of Business Sciences and Economic and Workforce Development, 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 February 5, 2019. Employment in this position is contingent upon funding by the Strong Workforce Program. This position was approved by the Chancellor on February 5, 2019.

C. REORGANIZATION/RECLASSIFICATION

1. SADDLEBACK COLLEGE seeks authorization to reclassify, eliminate and replace with the following Classified positions, within their organization as defined by Title 5 Education Code, Sections 53021 (a), (b), and (c) Recruitment.
 - a. **RECLASSIFY** POLICE OFFICER, Pos. #P0002578, Office of Safety and Security, Police Officer Salary Schedule Range II, full-time, 40 hours per week, 12 months per year;
TO POLICE SERGEANT, Pos. #P0002578, Office of Safety and Security, Police Officer Salary Schedule Range IV, full-time, 40 hours per week, 12 months per year position, effective March 1, 2019. This position was approved by the Chancellor on February 5, 2019.
 - i. **PROMOTE** NANCY WILKEY, ID #022702, from POLICE OFFICER, Pos. #P0002578, Office of Safety and Security, Police Officer Salary Schedule Range II, Step 3, full-time, 40 hours per week, 12 months per year; to POLICE SERGEANT, Pos. #P0002578, Office of Safety and Security, Police Officer Salary Schedule Range IV, Step 3, full-time, 40 hours per week, 12 months per year, effective March 1, 2019.
 - b. **ELIMINATE** OPERATIONS PLANNING SPECIALIST, CATEGORICAL, Pos. #P0011638 and Pos. #P0011639, Adult Education, Community Education, Emeritus Institute, and K-12 Partnerships, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 126, part-time, 25 hours per week, 12 months per year;
REPLACE WITH LABORATORY TECHNICIAN, CATEGORICAL, Pos. #P0015114 and Pos. #P0015115, Adult Education, Community Education, Emeritus Institute, and K-12 Partnerships, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 122, part-time, 25 hours per week, 12 months per year positions, effective March 15, 2019. Employment in these positions is contingent upon funding by the California Adult Education Program (CAEP). These positions were approved by the Chancellor or designee on August 30, 2018.

D. AUTHORIZATION TO INCREASE/DECREASE HOURS PER WEEK AND/OR MONTHS PER YEAR ON (A) CLASSIFIED POSITION(S)

1. CUSTODIAN, Pos. #P0005171, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 113, Night Facilities Operations, Facilities, Maintenance and Operations, Irvine Valley College, seeks authorization to increase the hours per week for this part-time, 29 hours per week, 12 months per year position, to full-time, 40 hours per week, 12 months per year, effective February 5, 2019. (Position #P0005171, is vacant)

E. CHANGE OF STATUS

1. SADDLEBACK COLLEGE (SC): CLASSIFIED CHANGE IN EMPLOYMENT STATUS (Information Items – Pursuant to Administrative Regulation 4002.1)

<u>Name</u>	<u>Assignment From</u>	<u>Assignment To</u>	<u>Range/ Step</u>	<u>Hours</u>	<u>Effective Date</u>
Nawabi, Mina	P0005145, Administrative Assistant (IVC)	P0013518, Senior Admissions and Records Specialist (SC)	126/6	40	02/25/2019

F. OUT OF CLASS ASSIGNMENTS – FOR POSITIONS THAT ARE VACANT DURING RECRUITMENT FOR PERMANENT APPOINTMENTS (LIMITED TO 960 HOURS PER FISCAL YEAR)

1. SADDLEBACK COLLEGE **returned** the following permanent Classified employee(s) from (a) temporary, out of class and/or interim assignment(s), back to their permanent assignment(s).

<u>Name</u>	<u>Permanent Assignment</u>	<u>Temporary Assignment</u>	<u>Range/ Step</u>	<u>Hours</u>	<u>Effective Date</u>
McHenry, Erin	P0004737, Director, Annual Giving and Development Services	P0013865, Executive Director of College Foundation	¹ 18/5	40	12/14/2018

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

<u>Name</u>	<u>Position Title</u>	<u>Resignation Date</u>	<u>Retirement Date</u>
McClelland, Betty	Senior Accounting Specialist/DS	03/30/2019	03/31/2019

¹ Previously listed on January 22, 2019 Board agenda as Range/Step 22/2. Corrected information indicates the employee returned to her permanent assignment appropriately at Range 18/5.

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>Start Date</u>
Adon, Rose	Program Assistant (Cat. Fund) (Sub)/SC	22.12	02/15/19-06/30/19
Garcia, Armando	Transfer Center Specialist (Sub)/IVC	25.03	02/15/19-06/30/19
Mooock, Marlee	Child Development Specialist (Sub)/SC	24.42	01/07/19-06/30/19
Nguyen, Emily	Senior Transfer Center Specialist (Sub)/IVC	29.02	02/15/19-06/30/19
Nguyen, Emily	Transfer Center Specialist (Sub)/IVC	25.03	01/29/19-02/14/19
Oyama, Janice	Payroll Assistant (Sub.)/DS	23.82	02/15/19-06/30/19
Reyes, Carla	Administrative Assistant (Sub)/SC	23.82	02/15/19-06/30/19
Scott, Lauren	Senior Laboratory Technician, Art (Sub)/SC	29.75	02/27/19-06/30/19
Smith, Susan	Program Assistant (Cat. Fund) (Sub)/SC	22.12	02/13/19-06/30/19
Titko, Olga	Accounting Specialist (Sub)/DS	27.63	02/26/19-06/30/19

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2018/2019** 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>Start/End Date</u>
Aguiar, Erik	Project Specialist/IVC	19.50	01/28/19-06/30/19
Ayala-Castaneda, Nancy	Project Specialist/SC	19.00	02/05/19-06/30/19
Burnett, Larcyn	TMD Aide/SC	12.50	02/08/19-06/30/19
Cubillos Bezanilla, Sandra	Project Specialist/SC	25.00	02/15/19-06/30/19
Garcia, Armando	Project Specialist/IVC	20.00	02/04/19-02/14/19
Harper, Lucas	Outreach Aide/SC	14.00	02/18/19-06/30/19
Khoury, Brooklinn	Outreach Aide/SC	14.00	01/25/19-06/30/19
¹ Madariaga Benavides, Marissa	Outreach Aide/SC	14.00	01/29/19-06/30/19
Mahdi, Furat	Project Specialist/IVC	15.00	02/15/19-06/30/19
Molina, Samantha	Coaching Aide/SC	25.00	02/19/19-06/30/19
Montecinos, Daniel	Coaching Aide/SC	25.00	02/26/19-06/30/19
Namiranian, Afsaneh	TMD Aide/IVC	14.00	02/15/19-06/30/19
Parra, Jacqueline	Clerk/SC	16.00	02/04/19-06/30/19
Rojas, Sonia	Project Specialist/SC	12.50	01/28/19-06/30/19
Somers, Claire	TMD Aide/IVC	14.00	02/27/19-06/30/19

¹ Related to Marco Madariaga Benavides, substitute Counseling Office Assistant, Saddleback College

A. NEW PERSONNEL APPOINTMENTS - Continued

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2018/2019** 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>Start/End Date</u>
Tanzil, Luisa	Child Development Center Aide/SC	15.50	02/25/19-06/30/19
Torres, Brenda	Clerk/SC	13.50	01/14/19-06/30/19
Tran, Lillian	Project Specialist/IVC	20.00	02/12/19-06/30/19
Wells, Joshua	Project Specialist/SC	15.00	02/22/19-06/30/19

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 **2018/2019** academic year.

<u>Name</u>	<u>Start/End Date</u>
Ada, Brendon	01/15/19-06/30/19
Ahmed, Zara	08/01/18-06/30/19
Alkatib, Abraham	01/15/19-06/30/19
Allie, Yasmeen	01/15/19-06/30/19
Alsayed, Laith	01/15/19-06/30/19
Ardalan, Ghazal	01/15/19-06/30/19
Ashraff, Alina	01/15/19-06/30/19
Bakhoda, Helia	01/15/19-06/30/19
Castillo, Ivan	01/15/19-06/30/19
Chavarria, Kathy	01/15/19-06/30/19
Davison, Lynnsey	01/15/19-06/30/19
Dizon, Paula Maxine	01/15/19-06/30/19
Frailey, Lauren	08/08/18-06/30/19
Fukase, Christina	01/15/19-06/30/19
Garcia Korac, Sergio	08/08/18-06/30/19
Hashemi-Nejad, Haniyeh	01/15/19-06/30/19
Herrera, Stacy	01/15/19-06/30/19
Hosseini, Golnoosh	01/15/19-06/30/19
Khan, Sarah	01/15/19-06/30/19
Khatib, Feras	01/15/19-06/30/19
Laack, Jessica	02/27/19-06/30/19
Loya Acevedo, Bryan	02/08/19-06/30/19
Magpantay, Michaela Eunice	02/04/19-06/30/19
Malayeri, Ariavash	01/15/19-06/30/19
Merezhko, Dmytro	08/05/18-06/30/19
Moradi, Sara	08/08/18-06/30/19
Morales, Stacey	01/15/19-06/30/19
Muhammad, Aisha	01/15/19-06/30/19
Nassab, Yasaman	01/15/19-06/30/19
Paczkowski, Taylor	02/20/19-06/30/19

A. NEW PERSONNEL APPOINTMENTS - Continued

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 **2018/2019** academic year.

<u>Name</u>	<u>Start/End Date</u>
Pourhassan, Neda	08/02/18-06/30/19
Quintero, Jose	02/20/19-06/30/19
Riazi Esfahani, Parsa	01/15/19-06/30/19
Safa, Sara	01/15/19-06/30/19
Sagoo, Omar	01/15/19-06/30/19
Salameh, Laila	01/15/19-06/30/19
Samman, Omima	01/15/19-06/30/19
Savoy, Amaya	01/15/19-06/30/19
Shin, Hanah	01/15/19-06/30/19
Sibley, Kajsia	01/15/19-06/30/19
Song, Hyunmo	09/26/18-06/30/19
Sreenagesh, Tanya	07/25/18-06/30/19
Stone, Brandon	01/15/19-06/30/19
Suermeli, Dennis	01/15/19-06/30/19
Tajdini, Taraneh	01/15/19-06/30/19
Tran, David	02/25/19-06/30/19
Wang, Jonathan	01/15/19-06/30/19
Wang, Sarah	01/15/19-06/30/19
Webeshete, Bishan	01/15/19-06/30/19
Yalzadeh, Kiamehr	01/15/19-06/30/19

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 **2018/2019** 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>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Alay, Angel	Tutor/SC	12.50	01/15/19-06/30/19
Attia, Tamara	Tutor/SC	13.00	01/15/19-06/30/19
Baghbaninogourani, Rounak	Tutor/IVC	12.50	02/05/19-06/30/19
Barnes Pagel, Velda	Trainer/SC	12.50	02/15/19-06/30/19
Beigi, Sofia	Tutor/IVC	12.50	01/31/19-06/30/19
Billings, Christopher	Tutor/SC	13.50	01/15/19-06/30/19
Chen, Winson	Tutor/IVC	12.50	02/19/19-06/30/19
Choo, Tong Ling	Tutor/IVC	12.50	08/15/18-06/30/19
Duong, Richard	Tutor/IVC	12.50	01/24/19-06/30/19
Feist, Keith	Tutor/SC	12.50	01/15/19-06/30/19

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 **2018/2019** 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>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Foster, Charles	Tutor/SC	14.00	01/15/19-06/30/19
Galindo, Angel	Tutor/IVC	12.50	02/11/19-06/30/19
Gattis, Marissa	Trainer/SC	12.50	02/15/19-06/30/19
Godinez, Michele	Trainer/SC	12.50	01/24/19-06/30/19
Gonzalez, Amanda	Model/SC	25.00	01/01/19-06/30/19
Hadjiabdolhamid, Negin	Tutor/IVC	12.50	02/28/19-06/30/19
Hagestad, Harriet	Certified Test Proctor/IVC	12.50	03/01/19-06/30/19
Hamilton, Coco	Tutor/SC	15.00	01/15/19-06/30/19
Hijioka, Haruka	Tutor/SC	12.50	02/15/19-06/30/19
Ho, Pin-Shiuan	Tutor/IVC	12.50	01/15/19-06/30/19
Hsiung, Thomas	Tutor/IVC	12.50	02/11/19-06/30/19
Juma, Feras	Tutor/IVC	12.50	01/15/19-06/30/19
Kantari, Ayah	Tutor/SC	12.50	01/15/19-06/30/19
Kohli, Raghav	Tutor/IVC	12.50	02/08/19-06/30/19
Korepanova, Larisa	Tutor/IVC	12.50	01/15/19-06/30/19
Kruse, Lea	Tutor/IVC	12.50	02/19/19-06/30/19
Miramontes, Alexandria	Tutor/SC	12.50	01/15/19-06/30/19
Park, Angela	Tutor/IVC	16.00	01/29/19-06/30/19
Pourarian, Siamak	Trainer/SC	15.00	02/08/19-06/30/19
Raton, Michelle	Trainer/SC	12.50	02/15/19-06/30/19
Shahriyari, Shabnam	Tutor/IVC	15.00	02/19/19-06/30/19
Stone, Hannah	Tutor/SC	13.00	01/15/19-06/30/19
Suwareh, Ebrima	Tutor/SC	12.50	02/05/19-06/30/19
Tjandra, Glen	Tutor/IVC	12.50	02/19/19-06/30/19
VanAmburg, Shelly	Tutor/IVC	16.00	01/29/19-06/30/19
Wang, Chia-Hsin	Tutor/IVC	12.50	01/15/19-06/30/19
Watson, Patrick	Tutor/SC	12.50	01/15/19-06/30/19
Weber, Justin	Clinical Skills Specialist/SC	20.00	01/31/19-06/30/19
Wheeler, Donna	Trainer/SC	12.50	01/31/19-06/30/19
Zandi Haghighi, Setarah	Tutor/IVC	12.50	02/14/19-06/30/19

B. VOLUNTEERS

1. The following individuals are to be approved as **Volunteers** for the **2018/2019** academic year.

Division of Advanced Technology & Applied Science, Saddleback College

Al Dhaheri, Mubarah Saeed	Bernacchi, Bryce	Bruno, Victoria
Cantarini, Alexa	Clark, Brendon	George, James
Hedayat, Sadry Sharifi	Johnson, Sierra	Lowry, Emily
Maldini, Anthony	Moncilla, Kimberly	Muros, Danielle
Partsch, Jackie	Perez, Sergio	Richardson, Orlaith
Roney, Sam	Saputo, Vincent	Sayer, Michael
Silberg, Cameron	Solorzano, Raquel	Stimpson, Danah Frederick
Topete, Jesus	Trumble, Michaela	Vazquez, Santos Medina
Wenzel, Thomas		

School of The Arts, Irvine Valley College

Daelucian, Ian	Lewis, Hank	Ortiz, Abdiel
Stoi, Laura		

Emeritus Institute, Saddleback College

Allen, Kathy	Cohan, Ron	Harris, Susan
Ho, Paul	McDougal, Dennis	Murray, Ph.D., Louann W.

Office of Extended Education/ Emeritus Institute, Irvine Valley College

Bregozzo, Dorothy

College Foundation, Irvine Valley College

Beall, Jennifer	Kim Orlando
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School of Guidance and Counseling, Irvine Valley College

Bandyopadhyay, Sudeshna

School of IDEA, Irvine Valley College

Dueck, Rob

International Student Program, Irvine Valley College

Apgar, Betty Sue	Apgar, Don	Stigall, Steve
Swift, Paul	Zehring, Joan	

School of Kinesiology, Health and Athletics, Irvine Valley College

Stewart, Robert Lance

Division of Kinesiology & Athletics, Saddleback College

D'Silva, Dinah	Eastman, Breanna	Freeman, Connie
Holland, Jane	Kunze-Thibeau, Lori	Roberts, Ginger
Tanuku, Kimi	To, Brian	

B. VOLUNTEERS - Continued

1. The following individuals are to be approved as **Volunteers** for the **2018/2019** academic year.

School of Languages & Learning Resources, Irvine Valley College
Le, Thi Le Lien

Division of Liberal Arts, Saddleback College
Colak, Dahlia Hill, Cy Nguyen, Kyle
Sullivan, Jodie

School of Life Sciences & Technologies, Irvine Valley College
Tran, Anh Phan Diep

Division of Social and Behavioral Sciences, Saddleback College
Vantiegham, Henri

School of Humanities, Irvine Valley College
Baharun, Sabat

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. Elliott Stern, President, Saddleback College and
Dr. Glenn R. Roquemore, 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>
2/19/2019 3:15 pm – 4:50 pm	Mission Viejo High School	Brent Pillsbury	Intro to Business	Quinn Munton	Managing a Start-Up / Entrepreneurship
2/20/2019 6:00 pm – 7:00 pm	BGS 254	Jane Medling	Accounting Society	Esther Kalande	Journey to CPA
2/27/2019 10:00 am	Hammond Hall, St. George's Episcopal Church, Mission Viejo	Pat Broeski	Intro to Creative Writing	Dennis McDougal	Creative Non-Fiction: Writing about Real Life
3/4/2019 1:00 pm – 2:00 pm	BGS 132	Farida Gabdrakhmanova	Interior Design	Jerry Lorito	The Role of Interior Design and Flooring
3/12/2019 7:00 pm – 7:30 pm	BGS 328	Stephanie Chhun	Psychology	Kylie Yu	Job of a Behavioral Interventionist
3/19/2019 3:15 pm – 4:50 pm	Mission Viejo High School	Brent Pillsbury	Business 1	Don Bowker	Managing a Start-Up
3/28/2019 7:00 pm	BGS 356	Kolin Williams	College Republicans	Justen Fletcher Mike Ayetiwa Elijah Schaffer	Panel – Free Speech, Mainstream Media, Bias Media, Campus Law Suits Issues
4/3/2019 9:00 am – 10:15 am	BGS 352	Bethany Holder	Abnormal Psychology PSYC 37	Jamie Swanson	Gender Dysphoria
4/9/2019 3:15 pm – 4:50 pm	Mission Viejo High School	Brent Pillsbury	Business 1	Dan McCormick	Entrepreneurship
4/10/2019 9:00 am – 11:30 am	BGS 144	Lori Hoolihan	Fundamentals of Nutrition FN 50	George Decker	Dietary Supplements
4/15/2019 9:00 am – 10:15 am	BGS 352	Bethany Holder	Abnormal Psychology PSYC 37	Alyson Birkeness	Substance Abuse
4/18/2019 3:15 pm – 4:50 pm	Mission Viejo High School	Brent Pillsbury	Business 1	Cole Hatter	Entrepreneurship

5/8/2019 1:00 pm – 4:00 pm	Laguna Hills Community Center	Victor Leipzig	BIO 226X	Dr. Peter Bloom	California Condor Recovery Program
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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>
3/7/19 1:00pm	LA 203	Liz Burkhalter	Sociologists for Social Action Club	Felicity Figueroa	Great American Write-In
3/15/19 5:00pm	ATEP IDEA 115	Brian Monacelli	LASR 235 Metrology of Optical Systems	Byron Seabolt	Non-Contact Optical Surface Metrology
4/2/19 4:00pm	BSTIC 101	John Russo	Business Leader Society Club	Andy Nguyen	Entrepreneurship/Restaurateur
4/5/19 5:00pm	ATEP IDEA 115	Brian Monacelli	LASR 235 Metrology of Optical Systems	Byron Seabolt	Non-Contact Optical Surface Metrology
4/10/19 9:30am	PAC Lobby	Amanda Romero Cindy Voss	Career Chat	Adam Gubman	Multi Media Composer/Audio Director will speak about the industry, job outlook and skills needed to be successful
4/23/19 9:30am	PAC 144	Matthew Tresler	MUS 20H Music Appreciation Honors	Philip Paul Bixby	The Second Viennese School
5/13/19 4:00pm	B252	Katherine Pappano	CHEM 3 Fundamental Chemistry	Melinda Tu	Real World Applications of Chemistry

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 was made by an Irvine Valley College student at the February 25, 2019 board meeting regarding LGBTQ students and campus climate.

Staff response on steps being taken to support LGBTQ students at District Services, Saddleback College and Irvine Valley College is included as Exhibit A.

STEPS TAKEN

To support LGBTQ students throughout the
South Orange County Community College
District (SOCCCD)

DISTRICT SERVICES SUPPORTS LGBTQ STUDENTS

The South Orange County Community College District strives to provide an inclusive and safe environment for all students, faculty, and staff on each campus. Support is provided in various ways to all groups, but for the purposes of this list, the following District-led initiatives and activities are in place to support LGBTQ students.

- 1 District Services Preferred Name Campaign (Launch 2019)
- 2 District Services Preferred Pronoun Campaign (In Development)
- 3 District-wide Standards for Gender Neutral Restrooms for Future Construction (In Development)
- 4 Relaunch of District-wide EEO/Equity/Inclusion Committee to develop and implement new EEO Plan (Spring 2019)
- 5 District Services effort to include of LGBTQ students in photography, promotional, and marketing materials for SOCCCD Marketing (Summer 2019)
- 6 District Services - Celebrate National "Coming Out Day" on Friday October 11 (Fall 2019)

LGBTQ Club	<p>Not at present—by student choice. In 2016-2017 we had 2 student group on campus, Pride Alliance and the Gay Straight Alliance. They combined into one group. Pride Alliance, for 2017-2018. They had some major interpersonal issues last year that splintered the group.</p> <p>This year, the students decided not to form the officially recognized club. Chris spoke to Carmenmara Hernandez Bravo about the group and she shared that the students felt it would be best to do things without having the formal group this year. She has been working with our LGBTQ students this year as a mentor and advisor. I have asked Chris to work with the splinter groups to see if we can bring them together and re-activate the formal club so that it has standing and can be recognized.</p>
Pride Dance or other events	<p>Pride Dance scheduled for next month! ASG Events Committee is doing the planning in the absence of an LGBTQ club this year.</p>
Safe Zone Training	<p>No longer offered on this campus, as the feeling grew that every place on campus should be a safe zone.</p>
Gender-neutral restrooms (for transgender students and staff)	<p>4 on campus in LRC in Fine Arts. All are appropriately labelled and mapped. We are working for on a fifth, for SME, hopefully to be opened just after spring break. We are also committing to gender-neutral bathrooms in all future building design. ASG is discussing the need for more gender-neutral bathrooms on campus, particularly on lower campus. I will ask our new VP AS to look at this, as he gets up to speed. I will also try to identify if we have any single use staff-only restrooms that might be converted, as should have been done under State law. I am not aware of any at present.</p>
Designated counselors or PD for Counselors on working with LGBTQ students	<p>Counselors are active participants in the college-wide Committee for Culturally Responsive Teaching and Learning. This group has a focus identifying our strengths, weaknesses and opportunities to serve our students, particularly our Dream Act Students and the LGBTQ student population. The Health Center is providing training for all college counselors on Friday, April 19th, presented by OC ACCEPT. This training focuses on support for our LGBTQ community.</p>
“Preferred name” recognition and use	<p>We adapted SARS to default to preferred name vs. legal name to increase our sensitivity and support for all students, but in particular, our students in transition. Currently SARS software only allows for one default name, so we are opting to preferred name as a default. We’ve also made changes to make preferred name available for use in Sherpa, thereby facilitating faculty use of preferred name in addressing students. We also provide students the ability to update Preferred Name in MySite. Student check-in terminals requiring an ID card swipe need to display preferred name upon student check in</p>

PD for Faculty for working with LGBTQ students	The Committee for Culturally Responsive Teaching offers PD for faculty for working with LGBTQ students and with transgender and gender-questioning students.
Programming around LGBTQ culture or history	We offer Gender and Sexuality as a formal academic program. The Gender and Sexuality Studies program at Saddleback, now entering its third decade, represents a core of evolving knowledge that has developed into a major new discipline. We also bring in speakers for campus at large. For information on our speakers' series, visit our <u>Gender and Sexuality Studies Action Committee</u> (GSSAC) webpage.

Irvine Valley College is proud to have a Pride Scholars program supporting our LGBTQ+ (lesbian, gay, bisexual, transgender, queer) students. While the Pride Scholars program was established this academic year, in August 2018, IVC has planned and executed Pride events and LGBTQIA+ awareness events before then. In just a short period of time, the Pride Scholars program has grown significantly to provide a safe space for our LGBTQIA+ students on our campus, providing training across our campus to faculty and staff, and through counseling and advising centered on identity and navigating college.

The Pride Scholars program has Four Central Tenets:

- 1) Raise awareness of LGBTQIA+ issues to cultivate a safe campus climate both inside and outside of the classroom by planning and executing events centering the history, experiences, and issues facing this community.
- 2) Provide education, training, and on-going support for faculty and staff to become aware of, uphold, and cultivate a positive campus climate for our students (regardless of gender identity and expression) in classrooms, offices, and through our direct services.
- 3) One of the most critical tenets of Pride Scholars is to provide direct support to LGBTQIA+ students through 1:1 counseling, group counseling, and intentional programming that creates a sense of safety and affirmation for this student population.
- 4) Institutional and policy changes and/or creations such as the demarcation and accessibility of all-gender restrooms, individual private all-gender shower/changing rooms, and developing protocols for preferred name changes.

Accomplishments:

Some of the events hosted by the Pride Scholars program include:

- I. Pride Celebration (April 2018, planned April 2019)
- II. National Coming Out Day (October 2018, 2019)
- III. #wontbe erased (“Won’t Be Erased”) Booth (Oct. 24th 2018)
- IV. Valen-Pride (Feb 14th 2019)

Programs/Workshops conducted to date include:

- I. Lavender Chats (Monthly since August 2018)
 - a. Topics Covered: LGBTQ+ representation, diversity and intersectionality, religion, discrimination, and LGBTQ+ history
 - b. Topics were created based on salient themes from student requests

Participation Data:

- 130 students have signed up to participate in the Pride Scholars Program in the 7 months since its creation
- Lavender chats: attendance ranges from 15 to 20 students typically
- LGBTQ+ Campus events: attendance is typically over 150 students

Faculty and Staff Training:

- Safe Space Training: 17 Total Trainings (150 Faculty and Staff total)
- 50 students trained

- Trainings include 2 Flex week trainings, many trainings during faculty departmental meetings, and one training as a component of a certified staff certificate program.

Changes on Campus

- 100% of All-Gender Restrooms are now unlocked and accessible to students
- An additional All-Gender Restroom was identified in LSB and added to campus maps
- Preferred name in MySite launched and many Pride scholars took advantage of this new option
 - Thank you to Matriculation, District HR, and all others who created this change
- Homecoming court now includes gender inclusive “Royals” instead of “King and Queen”
 - Thank you Student Equity for creating this change

Documents Creation

- IVC Safe Space Logo and distributed throughout the campus
- IVC LGBTQ Resources flyer (denotes on-campus resources as well as in the community)

Community Involvement

- **T*Camp:** Pride Scholars funded 2 students to attend “T*Camp,” an intercollegiate weekend camping trip for trans and nonbinary students. Only two community colleges were invited to attend, IVC being one of them (Jan 2019). Funds for this event were thanks to the Foundation and coordination with the Counseling Department.
- **UCI Pride Center Trans Esports Event:** Pride Scholars are invited by UCI Pride Center to attend a community event for trans students during a private time in UCI’s esports arena (May 2019)
- **Community Partners:** The following community partners regularly attend IVC Pride Scholars Events: UCI Youth Gender Diversity Program, OC LGBT Center Trans Services Team, CA LGBTQ Health and Human Services Program, Equality California, Shanti OC, and OC ACCEPT, PFLAG of Orange County

Ongoing Initiatives:

- All Gender Restroom Signage
- Preferred Name Changes and synchronization with IT and student records systems
- IVC LGBTQ+ Services Website Update
- Safe Space Pathway Program: Plans/Goals for next year to create ties with local high school GSA (Gender and Sexuality Alliance) clubs as well as pride centers at transfer universities
- Grants: Pride Scholars Counselor applied for 3 CTA LGBTQ Safety in Schools Grants to help build programming in the 2019-2020 academic year. Grant recipients will be announced later this month (March).
- Design and adoption of Pride Scholars rainbow stoles to be worn during the IVC commencement ceremony by Pride Scholars graduating students and supportive faculty and staff. Stoles are in production now

Pride Scholars Counselor:

- Erin Pollard, Part-Time Counselor
- Gender Affirming Specialist, experience working with trans and Nonbinary people for 11 years

- Licensed Marriage and Family Therapist
- Licensed Professional Clinical Counselor
- Founder and Coordinator, Region 8 LGBTQ Community College Advocates Group
- Member, South Western Region of LGBTQ Consortium of Higher Education
- Presenter, California Community College LGBTQ Symposium (Nov 2017)
- Presenter, Transgender Pride Celebration, OC LGBT Center (July 2018)
- Presenter, California Community College Association Spring Conference (upcoming April 2019)
- Presenter, California LGBTQ Health a Human Services Conference (upcoming May 2019)

Region 8 LGBTQ Community College Advocates Group

- Created and lead by IVC Pride Scholars Counselor
- In 6 months the group has grown to 30 members representing 14 local campuses
- February 2019, IVC hosted the Region 8 quarterly meeting with opening remarks presented by Dr. Roquemore and Dr. Fontanilla

Opportunities for Growth:

- 1.) Dedicating staffing (full time) to providing programmatic support to LGBTQIA+ students
- 2.) Dedicated a Full-Time Counselor to providing 1:1 advising and counseling to LGBTQIA+ students
- 3.) Working with Office of Instruction to get support to increase the number of faculty accessing the LGBTQIA+ Ally training

Ongoing Student Concerns:

- 1.) Misgendering: use of wrong personal pronouns for students by faculty and staff
- 2.) Disrespectful comments around gender and sexuality by faculty, staff, and fellow students
- 3.) Professors not correcting disrespectful comments made by fellow students during class
- 4.) Concern and confusion around the reporting process for students who experience mistreatment
- 5.) An interest in using our new Preferred Name Program, but concerned about how their name and gender will be displayed to various faculty and staff

* It should be noted that IVC is not unique in transgender students experiencing these concerns. Most Community College Campuses are in a period of increasing support for trans students for these reasons.

Health and Wellness LGBTQ Services:

- Students that come into the health center complete an intake, PHQ9 and a GAD survey for mental health needs. Students are referred to by their preferred name and our staff is respectful to whatever way they identify themselves.
- The HWC provides short term therapy however if the student does need more therapy our providers will see them on a more long term basis. The HWC policy is to never turn any student away.
- Therapist will provide referrals if the student needs more long term therapy and support. We want to refer students to where they are comfortable. We are very sensitive to the nature of what the student is dealing with therefore our referral partners are completely vetted and students who are referred are followed up for quality of care.
- The Mental Health provider will provide our mental health referral sheet with free and low cost clinics to the students; the referral sheet contains a group of LGBTQ resources.
- The HWC provides a separate resource sheet specifically for LGBTQ that provides off campus counseling, hormone therapy, community connections and support groups.
- Our outreach Psychologist Debbie Hutchinson met with the student representative from the LGBTQ to get ideas for presentations and ways to support them. Debbie recently attended the LGBTQ meeting for purposes of introduction and connections.
- Debbie will be meeting with the LGBTQ group monthly for support and setting up presentations to fit their needs.
- The HWC Mental Health staff outreach weekly with presentations, workshops and support groups throughout the semester.

Stacy Lavino, MFT Mental Health Provider IVC

1. Per Nancy Montgomery's request last month, I initiated contact with the LGBTQ community on campus and met with one of their representatives, Esme.
2. Following our meeting, I attended a group session for the purpose of introduction. I had a follow up text from Esme stating students were asking about individual counseling and we established the referral process.
3. We've created a list of potential topics to speak on and Esme was looking into getting a workshop room. Some of the topics are: An Overview of Mental Health, Self-Acceptance, Stress Management, Queerness within Religion, Relationship Challenges.
4. I sent a follow up email to Esme to check status and finalize dates to start our presentation series.
5. There are specific requests by the community to enhance recognition, acceptance, and support on campus that we are exploring such as: free HIV testing on campus, further developing a resource page, facilitating use of preferred pronouns, addressing phobia from professors, adding the preferred name for roll call in class, helping people understand transgender.

Debbie Hutchinson, Psy.D. LMFT



Santa Ana Clinic for Mental Health

1200 North Main St. Ste. 200 Santa Ana, 92701
714-480-6767 Cost: Sliding scale, lowest \$37
(No Private Insurance/Medi-cal is accepted)
PSYCHIATRIC Services, Therapy
M-TH 8-6 & F 8-5

Orange County Mental Health

5 Mareblu Aliso Viejo, CA 92656
949-643-6901
Cost: Sliding scale / lowest \$37
(No Private Insurance/Medi-cal is accepted)
PSYCHIATRIC Services, Therapy
M-TH 8-6 & F 8-5

Western Youth Services

1666 N Main St Ste 400, Santa Ana, CA 92701
714-704-5900 M-F 8-5
Ages 20 and Younger
Cost: Medi-Cal only (as primary or secondary ins.)
PSYCHIATRIC Services +Testing

Hurtt Family Health Clinic Tustin

1 Hope Dr. Tustin, 92782
714-247-0300 Cost: Sliding scale
Serves homeless and underserved families Full
service medical, dental, vision, mental health
chiropractic, and health education
M-F 8-5 (services for all ages)
Cost: Sliding scale / lowest \$30
PSYCHIATRIC Services

South Orange County Family Resource Center

22481 Aspen St, Lake Forest, 92630
M,T,F 8:30-5:30 Wed & Thurs 11:30-8PM
949-364-0500 Cost: Must NOT have insurance Free
Therapy in English & Spanish
PSYCHIATRIC Service

**California Graduate Institute
(Chicago School)**

4199 Campus Drive, Ground Floor, Irvine, 92612
949-769-7747 Cost: Sliding scale
Therapy + Testing
M-F 9-8 and Sat. 9-4

Norooz Clinic Foundation

202 Fashion Lane, Suite 219. Tustin, CA 92780
949-242-9720
Cost: Sliding scale/\$15 (based on income)
Monday - Friday 8:00am - 8:00pm (PT)

OCAPICA

Well(ness)essity
12900 Garden Grove Blvd.
Suite 214a Garden Grove, CA 92843
844-530-0240 M-F: 9-5
12 Free Counseling Session
On Campus Counseling Available From OCAPICA

Hoag Therapy

330 Placentia Ave #100 (949) 764-6542
M- F 9-7
Cost: Sliding scale, lowest \$10/ Intake \$20

Turning Point

2101 East 4th St. Ste. 150-B Santa Ana, 92705
714-547-8111 M - Sat. 9-7
Cost: Sliding scale, lowest \$25/ Intake session \$40

California Family Institute

2900 Bristol St. Suite C-208, Costa Mesa CA 92626
949-381-1510 Cost: sliding scale/ \$20
Appointments available M-F day and evening
Therapy in Spanish available

Chapman - Francis Smith Therapy Center

501 W. Palm Ave, Orange, 92868
714-997-6746 M-TH 9-8; F 9 -4 and Sat. 9-2
Cost: Sliding scale/ \$15

Pilgrimage Community Counseling

Stevens Square 232 W. Main St. Ste. 101 Tustin 92782
949-460-5320 M-F 9-5
Cost: Most Insurance or \$50

Newport Community Counseling Center

2200 San Joaquin Hills Road, Newport Beach, 92660
949-721-8079 M-F 10-7
Cost: Sliding scale/\$35

Pepperdine University Counseling Center

18111 Von Karman Ste. 401, Irvine, 92612
949-223-2570 M - F 9-8
Cost: Sliding scale/ \$20

OMID Counseling

4199 Campus Drive Ste#300, Irvine, CA. 92612
949-502-4721 M-F 9-6
Therapy in Arabic /Farsi /Turkish /
Mandarin /Chinese Taiwanese /English
Cost: Sliding Scale/ \$35

St. Joseph Behavioral Health (outpatient)

1100 W. Stewart Dr. Orange, 92868
714-771-8085 M-F 9-3:30
Cost: Insurance only

Jewish Family Services

1 Federation Way, Ste. 220 Irvine, 92603
949-435-3460
M-TH 8:30-5 and F 8:30-3:30
Short term 6-12 wks. and long term therapy

New Hope Christian Counseling Center

3140 Red Hill Ave. Ste. 130 Costa Mesa, 92627
714-546-6806
Cost: PPO insurance, Sliding scale
Day, Evening and Some Weekend Appts.

Catholic Charities

1800 E. McFadden, Santa Ana,
714-347-9674 Cost: Sliding scale
www.ccoc.org
Cal Fresh (food stamps). Program, Parish Ministries,
Natural Family Planning, & Immigration, Citizenship
and Refugee Resettlement Center

UC Irvine Health Psychiatry Services

101 The City Dr. S, Building 3, Orange, CA 92868
(714) 456-5902
Evaluation \$150
Followup \$100-130

Hotline		Helpline		
Suicide Hotline of So. Cal 714-894-4242 www.afsp.org Toll free: 877-727-4747	Rape Crisis Hotline Phone: 949-831-9110	Orange County Resource Line Phone: 211 www.OC.org	CAT-Centralized Assessment Team (866) 830-6011	ETS (Evaluation & Treatment Services) Emergency Psychiatric Evaluation 714-834-6900
New Hope Crisis Hotline 714-NEW-HOPE 714-639-4673	Child Abuse Hotline -OC 714-940-1000	Trauma Intervention Programs 714 314-0744	Health Care Agency Behavioral health services 855-625-4657 (Medi-Cal + No Insurance)	Maternal Outreach Management System Services for Pregnant Women (800) 787-5858
Crisis Intervention Hotline 800-999-9999	Elder/Disable Adult Abuse Hotline-OC 1-800-451-5155	Narcotics Anonymous OC 714- 590-2388 www.orangecountyna.org	Alcohol & Drug Helpline (800) 821-4357	Legal Aid Society of Orange County (800) 834-5001 www.legal-aid.com
Warm line (NAMI) 714-991-6412 (not 24 hrs.) 877-910-WARM Live chat: www.namiooc.org (24 hrs.)	Alcoholics Anonymous OC (24 hrs.) 714 556-4555 http://www.aa.org/	Housing: OC Rescue Mission 714-247-4300 800-663-3074		
	Domestic Violence Hotline-OC 1-800-978-3600			

Drug and Alcohol Referrals				
Alternative Sentencing Relapse 949-631-0550 24-hour info and referral for residential Outpatient Drug & ETOH treatment	Mariposa Women's Center 812 W. Town & Country Rd. Orange 714-547-6494 Cost: Sliding scale, lowest \$15 and \$30 Intake English or Spanish M-TH 9-9 F 9-5 Sat. 9-4	Reflections Recovery Center 185 East Paularino Ave. Ste. C-201 Costa Mesa 714-294-2393 Cost: Sliding Scale and Out of Network Insurance English and Spanish Hrs. 9-9	Phoenix House 1207 E. Fruit St., Santa Ana 92701 714-953-9373 877-769-9698 Cost: Aetna, Anthem, Blue Cross, Life Synch-Humana, specializes in treating Women, Latinos, & Veterans	Gary Center 1525 E. 17th St. Ste. B Santa Ana 714-542-0400 Cost: Sliding scale \$0-\$15 Outpatient 4-month program treats 12 years old - Adults English and Spanish MWTH 8-6, T 10-8, F 10-2, Sat. 9-1
Cornerstone 13682 Yorba St. Tustin, 92780 714-730-5399 Cost: Insurance and Sliding Scale Therapy English and Spanish Sun.-Sat. 8-7				

Domestic Violence Resources			
Laura's House 999 corporate Dr. #225 Ladera Ranch, 92694 949-361-3775 Cost: Sliding Scale - lowest \$0-\$30 Office: 9-5 Treatment 9-7 Child Care 4-8	Interval House for Battered Women 714-891-8121 English/Spanish/Vietnamese	Child Abuse Registry 714-940-1000 24 hr. Hotline to Report	Restraining Order 714-935-7956
Rape Crisis/Sexual Assault Hotline 949-831-9110 www.rainn.org	Women's Transitional Living Center 24-hour hotline: 714-992-1931 www.wtlc.org	Community Resource Center 1500 Adams #206 Costa Mesa 714-435-9992 Battered Women and Their Children 25-day shelter, counseling, etc.	Human Options 5540 Trabuco Rd. Ste. 100 Irvine, 92620 949-757-3635 Cost: Sliding Scale, \$1-\$30 and \$10 registration English and Spanish M/TH/F 8:30-5 T/W 8:30-8

LGBTQIA Resources			
Trevor Line Crisis Hotline for Youth 866-488-7386 www.thetrevorproject.org	OC Accept 2035 E. Ball Road, #100-C Anaheim 714-517-6100 Cost: FREE English/ Spanish/Vietnamese M-F 8-5	GLSEN Orange County 714-534-0262 orangecounty@chapters.glsen.org Santa Ana, 92711	The Center OC 11605 N. Spurgeon St. Santa Ana, 92701 714-953-5428 Cost: Sliding scale MTW 10 - 9 and TH-F 10 - 6

LGBTQ Resources

UCI Pediatric Youth Gender Diversity Program

UC Irvine Medical Center
101The City Drive South, Orange, CA 92868

1 Medical Plaza Drive Irvine, CA 92697

(714) 456-6025

OC- Accept

2035 Ball Road#100-C Anaheim

(714) 517-6100

Dr. Catherine Garcia, Family Medicine

1140 W. La Veta Ave #700, Orange, CA

92868 (714) 547-5404

Dr. Kristen Vierregger, Metamorphosis Transgender
Clinic

8081Stanton Ave, Suite 300

Buena Park, CA 90620

(714) 484-8000

CHOC Gender, Puberty and Sex Development
Program

Choc Children's Health Center

Centrum North 1120 W. La Veta Ave. Suite 125.
Orange
CA, 92868

CHOC Children's Clinic Specialty Care

1201W. La Veta Ave. Orange, CA 92868

(888) 770-2462

LGBT Center of OC

11605 N. Spurgeon St. Santa Ana, 92701

(714) 953-5428

Shanti OC

23461SPointe Dr. #100, Laguna Hills, CA 92653

(949) 452-0888

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
March 25, 2019

CAPITAL IMPROVEMENT PLANNING

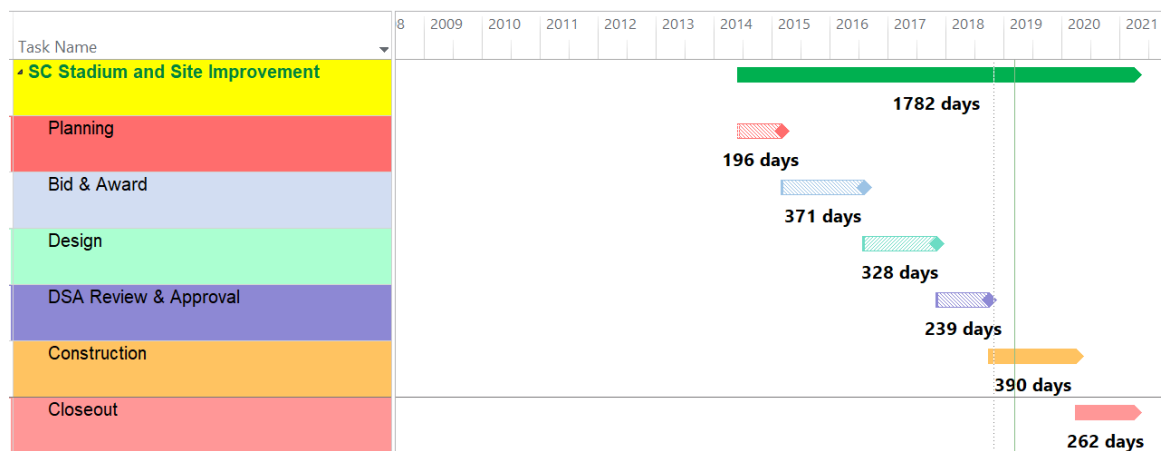
The decision to design and construct capital improvement projects begins with the Education and Facilities Master Planning (EFMP) process. The last EFMP cycle was completed December 2011. The 2011 EFMP report is available at the District website: http://www.socccd.edu/about/about_planning.html. The EFMP process is underway with the development of the Education Master and Strategic Plan. 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	Mar 2020*
Complete Working Drawings	Nov 2017	Advertise for FF&E	Pending
DSA Final Approval	Nov 2018	DSA Close Out	Pending



* District's estimate; contractor's schedule outstanding.

Budget Narrative: Budget reflects Board agenda 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 RDA and Promenade 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: Stadium utilities and building foundations. Revised substantial completion date set for the end of *March 2020, pending contractor's schedule update submittal*. Rain has slowed construction progress.

In Progress: Site utilities installation and building footings excavation continues, re-work at base of retaining wall due to rain damage, off-site elevator and stadium bleachers fabrication.

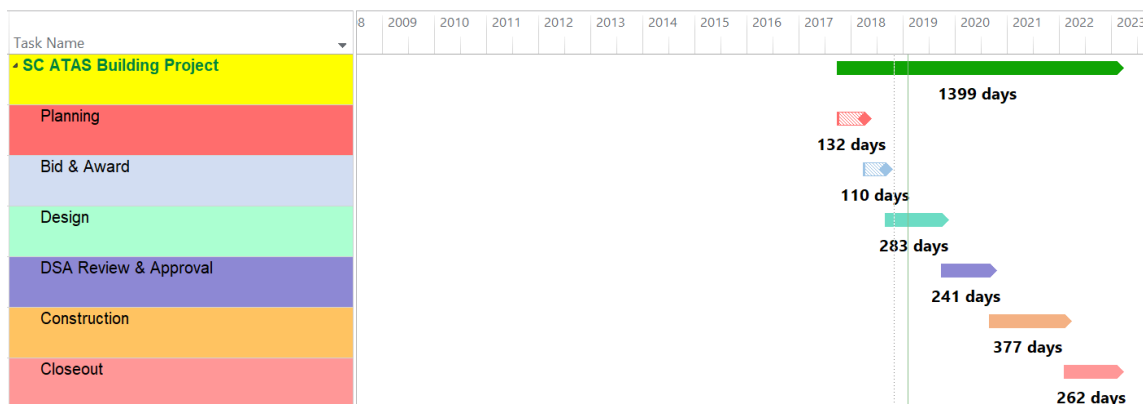
Recently Completed: *Sports light poles and lighting assemblies were delivered and anchor bolts prepared. Performed geotechnical investigation for outfall design.*

Focus: Complete Design-build Entity remaining sub-trades buyout. Monitor steel tariffs impact. Resolve storm-drain *outfall* design with County of Orange. Finalize change order for college requests and for unknown site conditions encountered. *Support contractor in their development of a realistic schedule. Review contractor change order request related to DSA impacts.*

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 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 from this project. See SC TAS Building Assessment in this report.

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 agenda 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: 100% Design Development for the ATAS Building & 50% Construction Documents (CD) for the Tennis Courts Center.

In Progress: ATAS Building one-on-one user group meetings with ATAS Division faculty & staff, Saddleback Facilities Maintenance & Operations department (FMO), Information Technology (IT) and Campus Police, and weekly design coordination meetings with Design-build Entity.

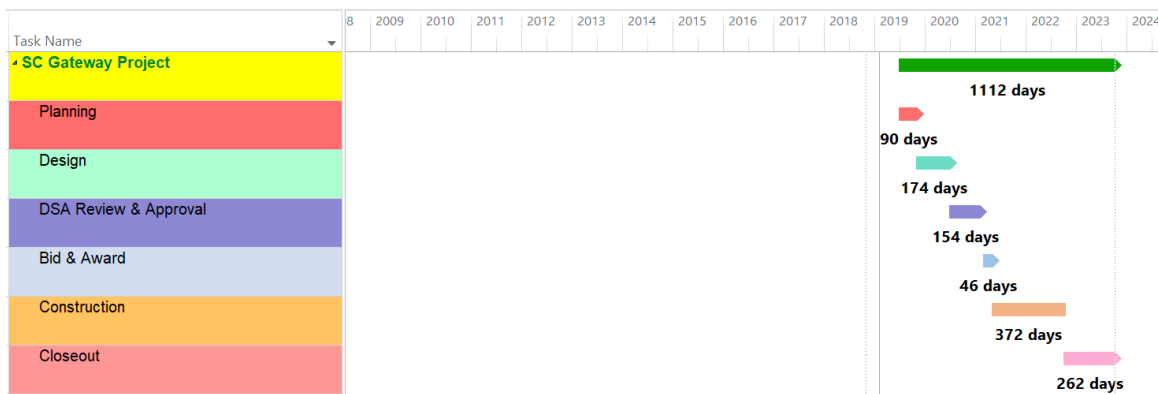
Recently Completed: Athletic Division, FMO, College IT, and Campus Police signed off Tennis Courts Center for 100% design development. Staff presented building material & finishes presentation to Saddleback College Executive Cabinet, ATAS & Athletic Division faculty & staff. Staff submitted Tennis Courts Center soils report to California Geological Survey. The Orange County Fire Authority (OCFA) approved the Tennis Courts Center layout.

Focus Issue: Continue design for the new Tennis Courts Center and the new ATAS Building. Schedule *final* design review meeting for ATAS Building and obtain stakeholders’ sign-off. *Kick-off the furniture, fixture and equipment design & selection process.*

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	2019-2020	Award Construction Contract	Pending
Start Working Drawings	Pending	Complete Construction	Pending
Complete Working Drawings	Pending	Advertise for FF&E	Pending
DSA Final Approval	Pending	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013, 6/23/2014, 8/22/2016 and 6/26/2017. 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 with basic aid match of \$6,599,180 outstanding. The state match adjusts annually due to the change in cost index by the State Chancellor’s office and is identified below. The District revised the funding commitment from 30 to 50 percent of state supportable costs to increase state funding competitiveness.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$42,867,000	\$ 9,471,000	\$52,338,000
District Funding Commitment:	\$12,814,000	\$13,444,000	\$26,258,000
Anticipated State Match:	\$30,053,000	\$(3,973,000)	\$26,080,000
Basic Aid Allocation:	\$ 1,545,115	\$18,113,705	\$19,658,820
Unallocated District Contribution:			\$ 6,599,180

Status: Pursuing state funding match. The Saddleback College Gateway project is included in the Governor’s January 10, 2019 budget.

In Progress: State budget hearings are underway.

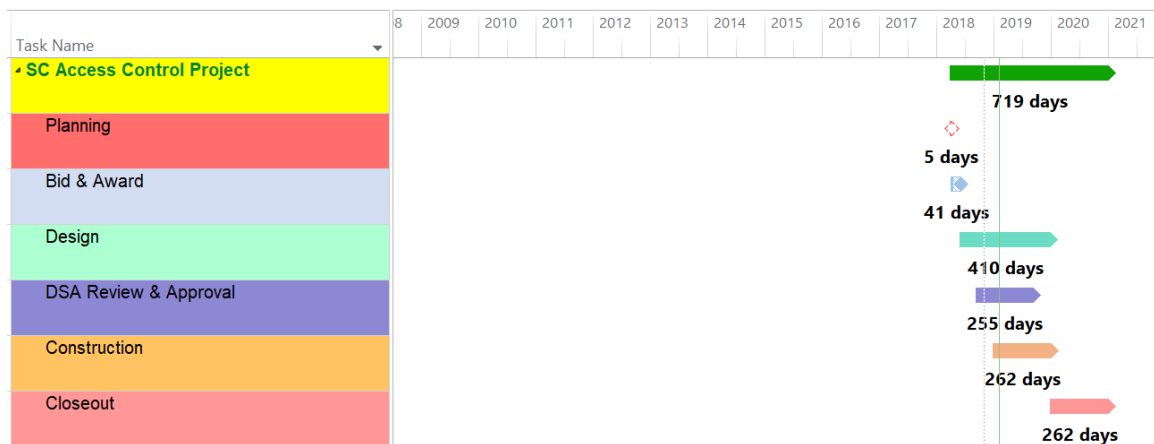
Recently Completed: The State Chancellor’s office developed a project list for the 2019-2020 fiscal year Department of Finance submittal. On September 17, 2018, the Board of Governors approved the 2019-2020 Capital Outlay Spending Plan. The State Chancellor’s office is requesting funding for both the preliminary plans and the working drawings for this project. The Department of Finance included the Gateway Building in the Capital Outlay recommendation.

Focus: Staff continues to follow Sacramento activities to ensure maximum funding potential. Staff is monitoring the budget hearings and state budget development. Staff has submitted correspondence to the state legislature representatives regarding the importance of funding capital improvement projects.

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 Police.

Criteria Development	Apr 2018	Award D/B Contract	May 2018
Start Working Drawings	Jun 2018	Complete Construction	Jan 2020
Complete Working Drawings	Apr 2019	FF&E	N/A
DSA Final Approval	May 2019	DSA Closeout	Pending



Budget Narrative: Budget reflects the Board agenda action on 6/26/17 and 5/21/18. 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.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
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: *Increment 1 construction is underway. DSA approved Increment 2. District submitted Increment 3 to DSA.*

In Progress: Develop DSA submittal for Increment 4. Survey Camera locations for Increment 5 and 6.

Recently Completed: *Subcontractor bid and award for Increment 1 is complete. Increments 1-6 room numbering review is complete. Camera location survey Increment 4 is complete. Keying matrix for campus is complete.*

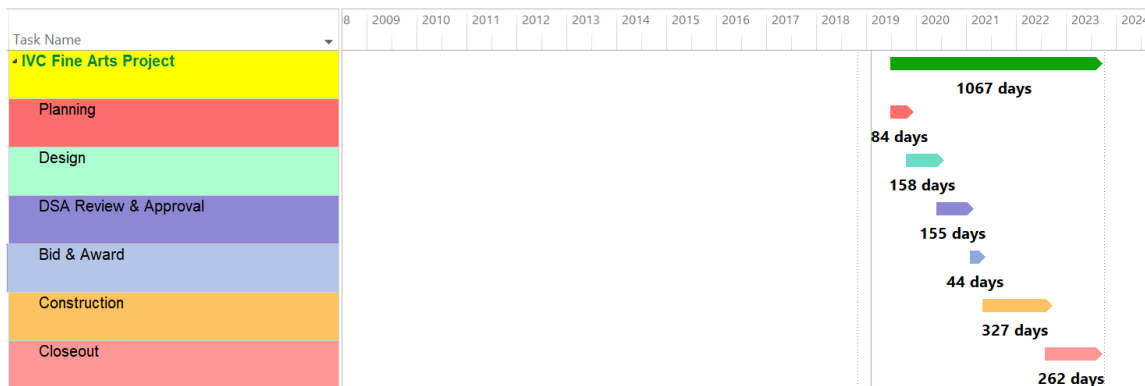
Focus: *Complete survey and construction document development for increments 4 through 6. Bidding for Increment 2 subcontractors.*

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	Pending	Award Construction Contract	Pending
Start Working Drawings	Pending	Complete Construction	Pending
Complete Working Drawings	Pending	Advertise for Equipment	Pending
DSA Final Approval	Pending	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013, 6/23/2014, 8/22/2016 and 6/26/2017. 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 with basic aid match of \$7,172,680 outstanding. The state match adjusts annually due to the change in cost index by the State Chancellor’s office and is identified below. The District revised the funding commitment from 30 to 50 percent of State supportable costs to increase state funding competitiveness.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$35,703,000	\$10,059,000	\$45,762,000
District Funding Commitment:	\$10,562,000	\$11,998,000	\$22,560,000
Anticipated State Match:	\$25,141,000	\$(1,939,000)	\$23,202,000
Basic Aid Allocation:	\$ 795,000	\$14,592,320	\$15,387,320
Unallocated District Contribution:			\$ 7,172,680

Status: Pursuing state funding match. The Irvine Valley Fine Arts project was not included in the Governor’s January 10, 2019 budget. *If state funding does not happen for the 2019-2020 budget, IVC will move forward with this project as a locally funded project and pull the project from state funding consideration.*

In Progress: State budget hearings are underway.

Recently Completed: State Chancellor’s office has developed a project list for the 2019-2020 fiscal year Department of Finance submittal. On September 17, 2018, the Board of Governors approved the 2019-2020 Capital Outlay Spending Plan. The State Chancellor’s Office is requesting funding for both the preliminary plans and the working drawings for this project. The District has provided the State Chancellor’s office with the requested seismic evaluation for the buildings housing curriculum that will transfer to the Fine Arts Building. The Department of Finance did not include the Fine Arts Building in the Capital Outlay recommendation.

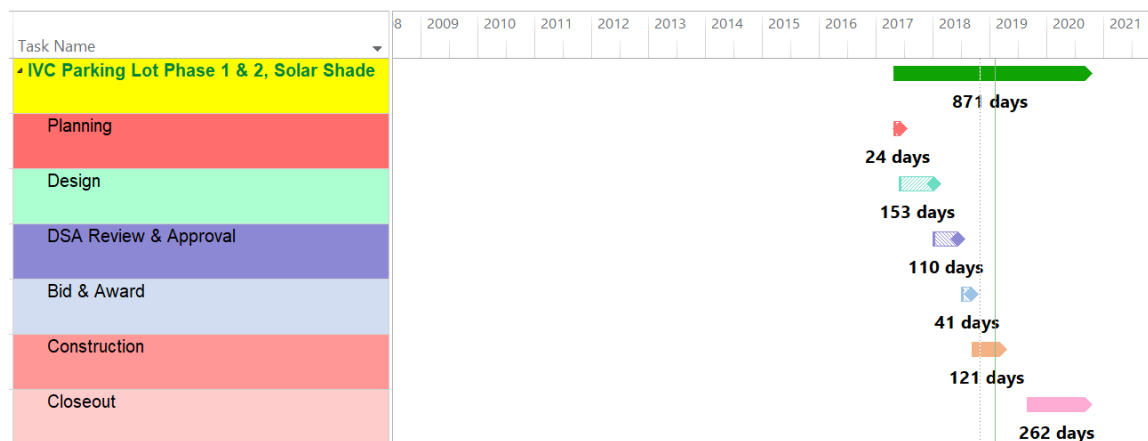
Focus: Staff continues to follow Sacramento activities to ensure maximum funding potential. Staff is monitoring the budget hearings and state budget development. Staff will develop correspondence to state legislature regarding the importance of funding all capital

improvement projects from the State Chancellor’s office recommendation including the Fine Arts project.

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	Sep 2017	Award Construction Contract	Aug 2018
Start Working Drawings	Dec 2017	Complete Construction	Apr 2019
Complete Working Drawings	Mar 2018	Advertise for FF&E	Oct 2018
DSA Final Approval	Jun 2018	DSA Close Out	May 2019



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: Construction Phase for Parking Lot project. Rain and wet soil conditions *created schedule delay*. Contractor completed primary electric meter consolidation. Contractor mitigated wet soil conditions and placed approximately 80 percent of the asphalt.

In Progress: Contractor is placing base and performing final grading for parking lot. Contractor is installing site lighting electrical connections, irrigation and landscaping. Battery Energy Storage construction is underway.

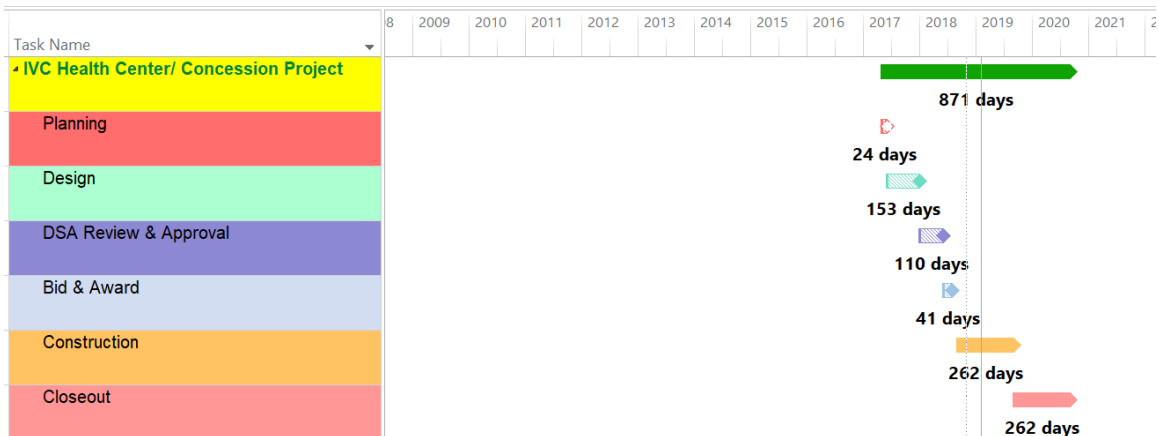
Recently Completed: Primary electric meter consolidation is complete.

Focus: Complete preparation of parking lot subgrade and construction of aggregate base and asphalt. Battery Energy Storage System construction.

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	Sep 2019
Complete Working Drawings	Jan 2018	Advertise for Equipment	Feb 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.

In Progress: Building framing and rough in of Mechanical Electrical Plumbing (MEP).

Recently Completed: Interior wall, concrete curbs and site utilities to points of connection. Baseball field netting.

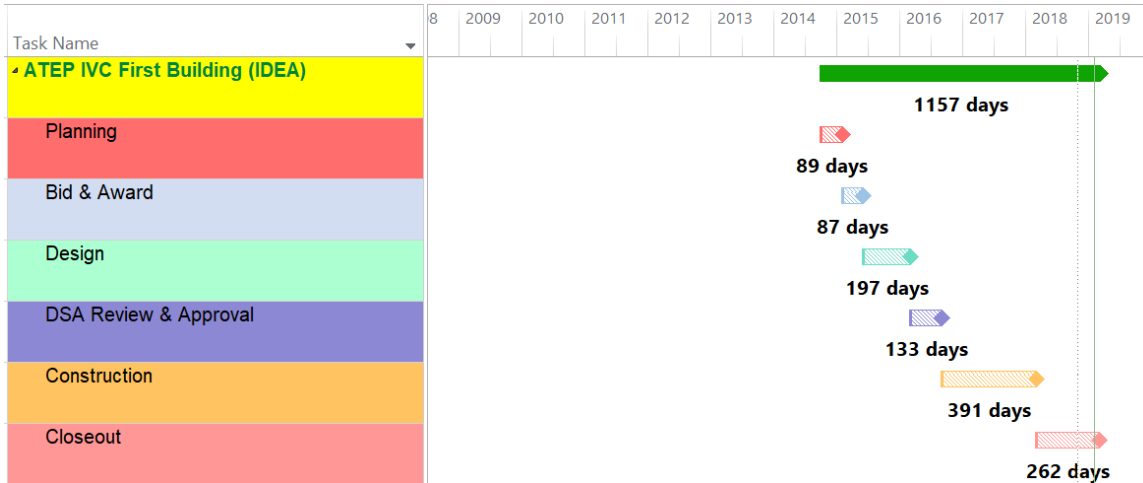
Focus: Continue building framing. FF&E procurement.

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 50kV 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 Closeout.

In Progress: Coordinate with contractor and SCE for battery storage Permission to Operate (PTO). Coordinate warranty related items with contractor.

Recently Completed: Staff met with end users to identify first year discovery items.

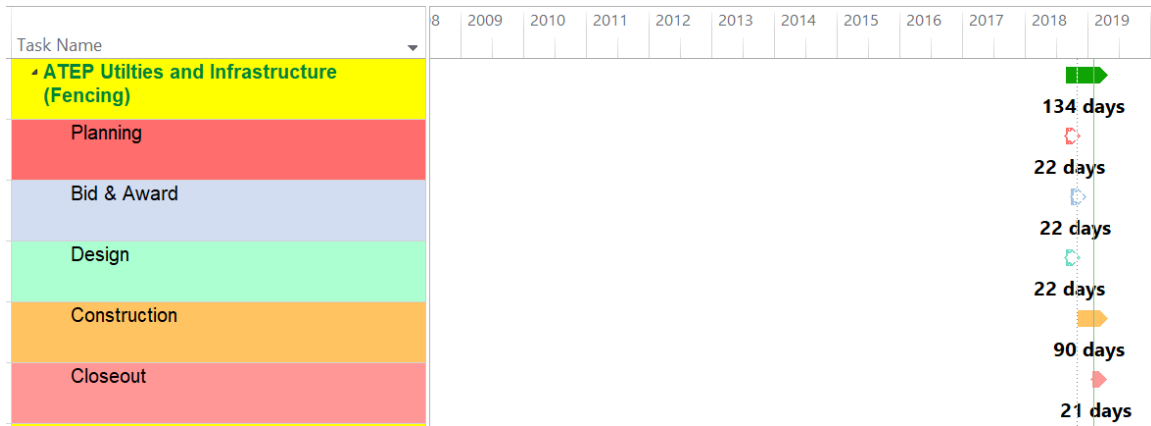
Focus: Obtain photovoltaic interconnect agreement with utility agency allowing system to “go live”. Working on getting battery storage system connected to the photovoltaic system. Address end users’ first year discovery items.

2. ATEP – UTILITIES AND INFRASTRUCTURE (Fencing)

Project Description: The fencing project is an extension to the Utilities and Infrastructure project, which supports the ATEP IVC First Building and future development. The fencing

will enclose the undeveloped portions of the ATEP site increasing security and improving site monitoring. Project includes minor landscape/signage improvement.

Start Preliminary Plans	Sep 2018	Award Construction Contract	Nov 2018
Start Working Drawings	Sep 2018	Complete Construction	Apr 2019
Complete Working Drawings	Sep 2018	Advertise for FF&E	N/A
DSA Final Approval	N/A	DSA Close Out	N/A



Budget Narrative: Budget reflects Board action on 6/22/2015 and 8/22/2016. On June 22, 2015, the Board approved \$7,000,000. On August 22, 2016, the Board of Trustees approved \$2,475,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$7,000,000	\$2,475,000	\$9,475,000
District Funding Commitment:	\$7,000,000	\$2,475,000	\$9,475,000
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$7,000,000	\$2,475,000	\$9,475,000

Status: Construction Phase.

In Progress: Finalize fence installation north of Victory Road.

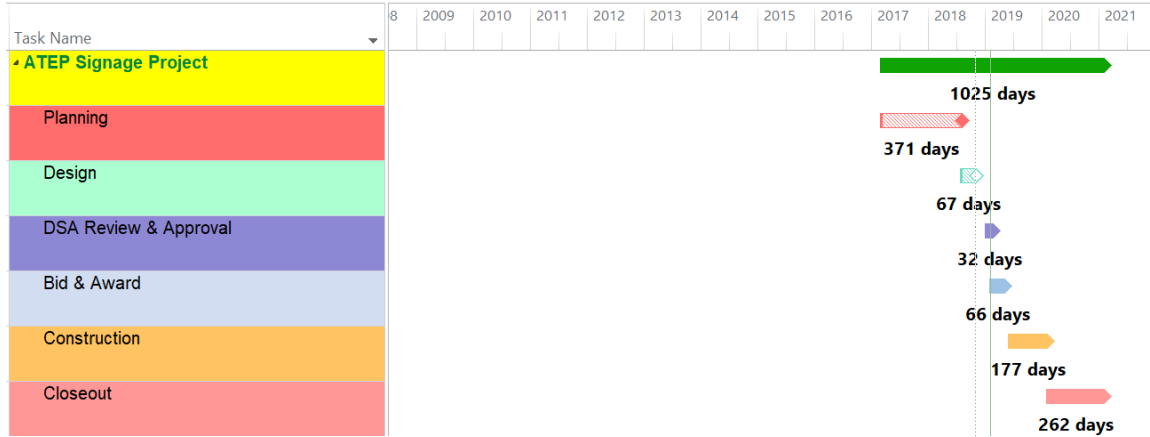
Recently Completed: Contractor has installed photocells, street and parking lot signage.

Focus: Phased fence installation south of Victory Road.

3. ATEP – SIGNAGE PROJECT

Project Description: Wayfinding signage for ATEP consists of monument, vehicle and pedestrian signage. 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	Aug 2019
Start Working Drawings	Aug 2018	Complete Construction	Feb 2020
Complete Working Drawings	Mar 2019	Advertise for FF&E	N/A
DSA Final Approval	May 2019	DSA Close Out	Apr 2020



Budget Narrative: Budget reflects Board action on 5/21/2018. On May 21, 2018, the Board approved \$500,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$3,000,000	\$0	\$3,000,000
District Funding Commitment:	\$ 500,000	\$0	\$ 500,000
Anticipated State Match:	\$ 0	\$0	\$ 0
Basic Aid Allocation:	\$ 500,000	\$0	\$ 500,000

Status: Design Phase.

In Progress: Review of design submittal with District comments and corrections.

Recently Completed: District reviewed design documents and required revisions. *Staff participated in preliminary meeting with DSA.*

Focus: Submit plans to DSA and concurrently obtain approval from the City of Tustin/Navy.

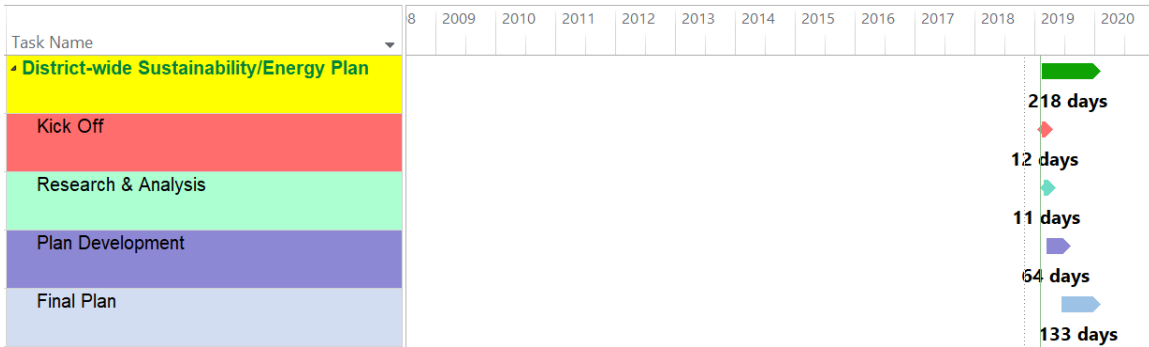
DISTRICT WIDE

1. SUSTAINABILITY/ ENERGY PLAN

Project Description: The Sustainability/Energy Plan supports the colleges' plans for future sustainability/energy projects, will provide best practices, will aid 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	Jul 2019
Start Research/Analysis	Mar 2019	Complete Plan	Oct 2019
Complete Research/Analysis	Jul 2019	Final Plan, Phase II	Dec 2019



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: *Kick-off Phase II.*

In Progress: *Kick-off meetings underway. Committee assignments, roles and responsibilities defined.*

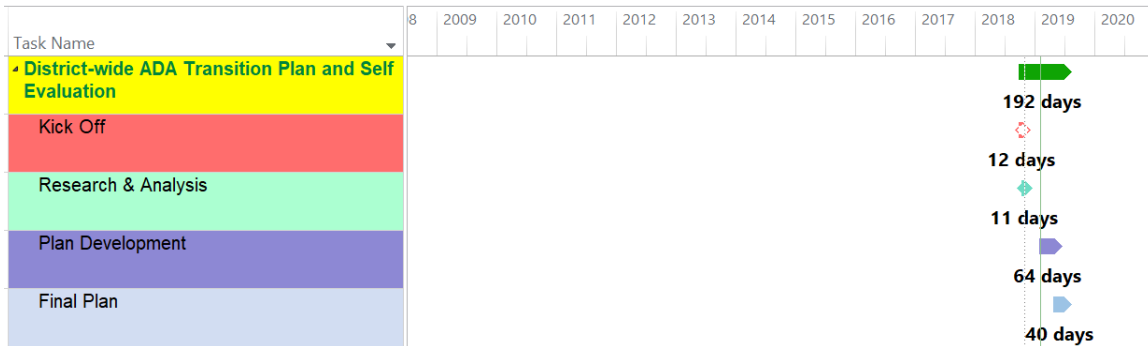
Recently Completed: *Contract execution.*

Focus: *Hold collaborative meetings between consultant and college committees. Perform building surveys.*

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	Complete Plan	Apr 2019
Complete Research/Analysis	Jan 2019	Final Plan	May 2019



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.

	Original	Revision	Total
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: Phase I work complete. Phase II Research and Analysis phase is *underway*.

In Progress: *Staff is gathering* information regarding existing district and college programs, processes and procedures.

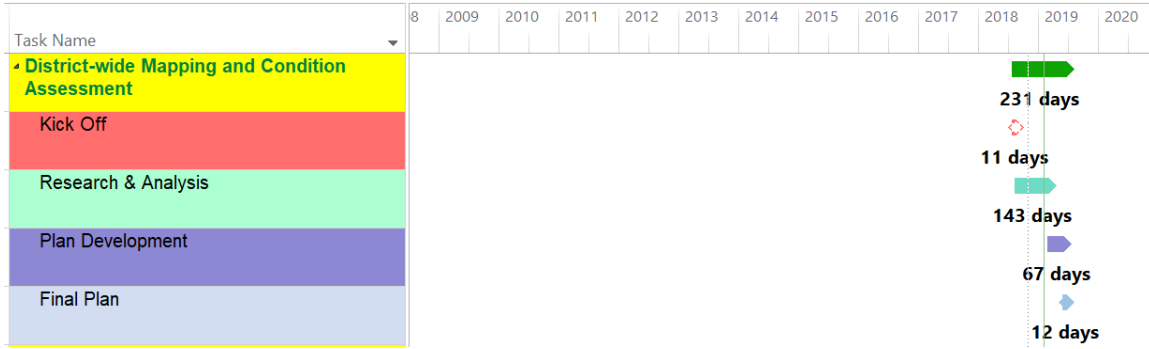
Recently Completed: Interviews with college staff and students are completed. Questionnaires are distributed to faculty, department chairs and classified staff.

Focus: Gathering and analyzing information. *Hold public forums at colleges.*

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 Plan	Jun 2019



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 One (Underground Utility Systems Mapping) at Irvine Valley College. Phase Four (*Draft Deliverables Review*) at Saddleback College.

In Progress: Continue locating and mapping underground utilities throughout IVC. Hold weekly coordination meetings with IVC’s FMO, Information Technology (IT) & Campus Police. *Review Saddleback College draft deliverables, review process with Facilities Maintenance & Operations (FMO), Information Technology (IT) & Campus Police.*

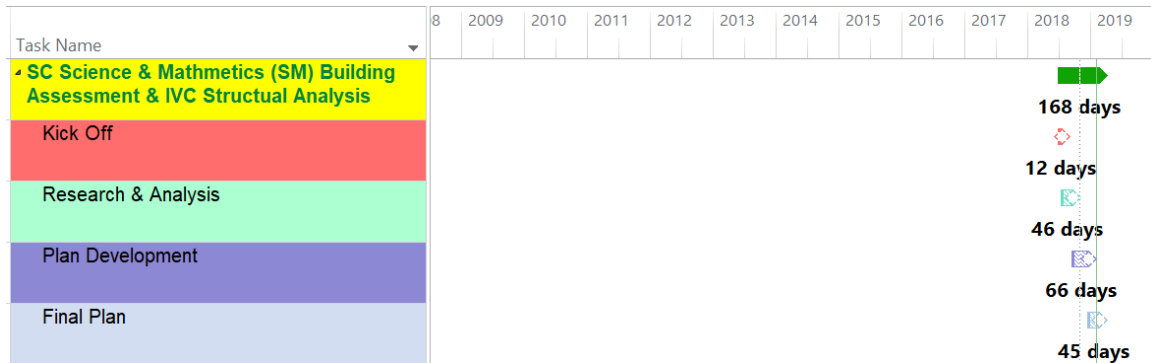
Recently Completed: *Consultant submitted Saddleback College draft deliverables package for stakeholders’ review. Condition assessment and capacity study kick-off meeting with IVC FMO, IT & Campus Police.*

Focus: The mapping process continues at IVC using electromagnetic tools, ground penetrating radar (GPR), ram-rods, and robotic cameras. *Prepare for IVC utility potholing and continue Saddleback College stakeholders’ review process.*

4. SC SCIENCE & MATHEMATICS (SM) BUILDING ASSESSMENT & IVC STRUCTURAL ANALYSIS

Project Description: The Saddleback College Science & Mathematics (SM) Building project assesses structural and life/safety concerns and evaluates building systems. A final report will calculate the feasibility of resolving issues to meet current code requirements and create like-new conditions. The IVC Structural Analysis project will assess foundations and perform a seismic analysis on four buildings: A300, Performing Arts Center (PAC), PE 100, and Student Services Center (SSC) to investigate slab-on-grade and interior wall cracks. A final report will recommend corrections and estimate costs.

Kick Off	Jul 2018	Start Plan Development	Sep 2018
Start Research/Analysis	Jul 2018	Draft Plan	Dec 2018
Complete Research/Analysis	Sep 2018	Final Plan	June 2019



Budget Narrative: Budget reflects Board action on 6/22/2015 and 6/26/2017. On June 22, 2015, the Board approved \$750,000. On June 26, 2017, the Board approved \$355,000 to fund Project Pre-planning and Investigation dollars, \$200,000 of which was applied to this project.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$750,000	\$200,000	\$950,000
District Funding Commitment:	\$750,000	\$200,000	\$950,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$750,000	\$200,000	\$950,000

Status: *Closeout phase at Saddleback College & stakeholders' review at IVC.*

In Progress: *Stakeholders' review process is underway.*

Recently Completed: *Staff presented the SM Building report initial findings to Saddleback College Consultation Council.*

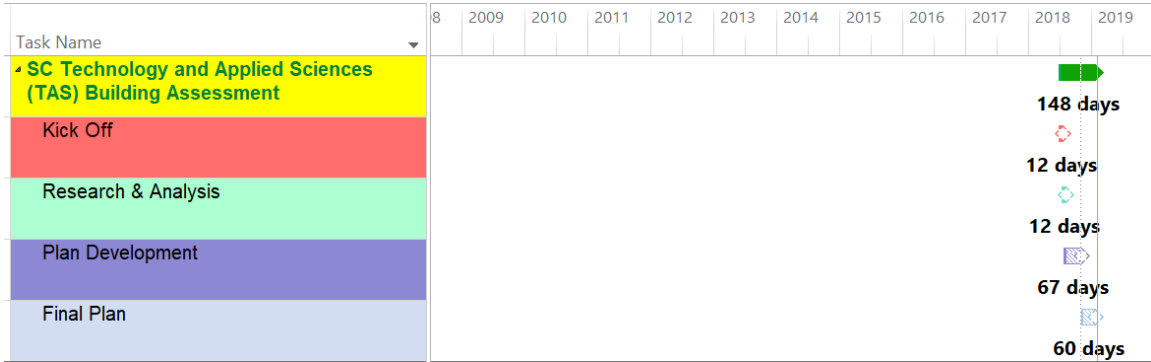
Focus: *Closeout phase for Saddleback College SM Building condition assessment scope. Coordinate IVC report review process.*

5. SC TECHNOLOGY AND APPLIED SCIENCES (TAS) BUILDING ASSESSMENT

Project Description: The Saddleback College Technology and Applied Sciences (TAS) Building project assesses structural and life/safety concerns and evaluates building systems. A final report will calculate the feasibility of resolving issues to meet current code requirements and create like-new conditions. The assessment will build upon information

obtained during the previous TAS building renovation design process with a focus on evaluating the potential for repurposing rather than demolishing the building.

Kick Off	Jul 2018	Start Plan Development	Aug 2018
Start Research/Analysis	Jul 2018	Draft Plan	Sep 2018
Complete Research/Analysis	Aug 2018	Final Plan	Mar 2019



Budget Narrative: Budget reflects Board action on 5/21/2018. On May 21, 2018, the Board approved \$175,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$175,000	\$0	\$175,000
District Funding Commitment:	\$175,000	\$0	\$175,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$175,000	\$0	\$175,000

Status: *Closeout Phase.*

In Progress: *Saddleback College Executive Cabinet, staff and consultants report review is underway.*

Recently Completed: *Staff delivered the TAS Building final report to Saddleback College stakeholders.*

Focus: *Closeout this portion of the condition assessment project.*

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 February 28, 2019 (EXHIBIT A). A review of current revenues and expenditures for FY 2018-2019 show they are in line with the budget.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
General Fund Income and Expenditure Summary
As of February 28, 2019

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
SOURCES OF FUNDS					
BEGINNING FUND BALANCE:		\$ 70,700,080	70,700,080	70,700,080	100.00%
REVENUES:					
Federal Sources	8100-8199	\$ 2,632,479	4,489,913	1,130,838	25.19%
State Sources	8600-8699	70,069,588	70,708,873	43,947,209	62.15%
Local Sources	8800-8899	255,319,299	256,871,799	165,655,119	64.49%
Other Financing Sources	8900-8912	-	-	-	
Total Revenue		328,021,366	332,070,585	210,733,166	63.46%
FISCAL AGENT PASS THROUGH	8970-8979	4,528,571	4,528,571	2,647,056	58.45%
INCOMING TRANSFERS	8980-8989	6,446,040	6,526,040	3,188,884	48.86%
TOTAL SOURCES OF FUNDS		\$ 409,696,057	413,825,276	287,269,186	69.42%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 95,430,837	96,529,443	57,980,593	60.07%
Classified Salaries	2000-2999	59,257,036	60,629,531	30,934,875	51.02%
Employee Benefits	3000-3999	61,420,772	62,724,098	35,183,521	56.09%
Supplies & Materials	4000-4999	9,360,109	9,782,128	1,936,936	19.80%
Services & Other Operating	5000-5999	43,630,360	41,176,310	14,851,965	36.07%
Capital Outlay	6000-6999	15,603,835	16,982,404	3,474,566	20.46%
Payments to Students	7500-7699	3,467,749	4,417,086	2,786,839	63.09%
Total Expenditures		\$ 288,170,698	292,241,000	147,149,295	50.35%
OTHER FINANCING USES:					
Inter Fund Transfers Out	7300-7399	\$ 1,235,000	1,293,917	1,290,486	99.73%
Basic Aid Transfers Out	7300-7399	74,755,841	74,755,841	5,394,000	7.22%
Intra Fund Transfers Out	7400-7499	4,528,571	4,528,571	2,647,051	58.45%
Total Other Uses		80,519,412	80,578,329	9,331,537	11.58%
TOTAL USES OF FUNDS		368,690,110	372,819,329	156,480,832	41.97%
ENDING FUND BALANCE		\$ 41,005,947	41,005,947	130,788,354	
RESERVES					
Reserve for Unrealized Tax Collections (Basic Aid)		\$ 23,847,231	23,847,231		
Reserve for Economic Uncertainties		13,858,716	13,858,716		
College Reserves for Economic Uncertainties		3,300,000	3,300,000		
TOTAL RESERVES		\$ 41,005,947	41,005,947		

NOTE: As of February 28, 2018 actual revenues to date were **73.60%** and actual expenditures to date were **46.28%** of the revised budget to date.

SADDLEBACK COLLEGE
General Fund Income and Expenditure Summary
As of February 28, 2019

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Beg Bal & Receipts/ Expenditures	% Actual to Revised
SOURCES OF FUNDS					
LOCATION BEGINNING BALANCE		\$ 16,885,602	16,885,602	16,885,602	100.00%
REVENUES:					
Unrestricted Budget Allocation		\$ 101,307,382	101,307,382	66,500,746	65.64%
Restricted Budget Allocation		45,338,840	47,843,127	31,459,147	65.75%
Total Revenue		146,646,222	149,150,509	97,959,893	65.68%
INCOMING TRANSFERS 8980-8989		3,796,040	3,796,040	1,849,277	48.72%
TOTAL SOURCES OF FUNDS		\$ 167,327,864	169,832,151	116,694,772	68.71%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries 1000-1999		\$ 58,033,926	58,137,532	34,706,606	59.70%
Classified Salaries 2000-2999		30,774,599	31,782,028	15,440,483	48.58%
Employee Benefits 3000-3999		33,816,018	34,598,168	19,802,649	57.24%
Supplies & Materials 4000-4999		7,377,701	7,622,902	1,171,118	15.36%
Services & Other Operating 5000-5999		21,729,991	21,050,196	6,659,159	31.63%
Capital Outlay 6000-6999		9,822,234	10,969,138	2,588,994	23.60%
Payments to Students 7500-7699		2,588,395	2,428,270	1,298,733	53.48%
Total Expenditures		\$ 164,142,864	166,588,234	81,667,742	49.02%
OTHER FINANCING SOURCES/(USES):					
Transfers Out 7300-7399		\$ 885,000	943,917	940,486	99.64%
Other Transfers 7400-7499		-	-	-	
Total Other Uses		885,000	943,917	940,486	99.64%
TOTAL USES OF FUNDS		165,027,864	167,532,151	82,608,228	49.31%
LOCATION OPERATING BALANCE		\$ 2,300,000	2,300,000	34,086,544	
RESERVES					
Reserve for Economic Uncertainties		\$ 2,300,000	2,300,000		

NOTE: As of February 28, 2018 actual revenues to date were **71.35%** and actual expenditures to date were **50.24%** of the revised budget to date.

IRVINE VALLEY COLLEGE
General Fund Income and Expenditure Summary
As of February 28, 2019

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Beg Bal & Receipts/ Expenditures	% Actual to Revised
SOURCES OF FUNDS					
LOCATION BEGINNING BALANCE		\$ 5,257,350	5,257,350	5,257,350	100.00%
REVENUES:					
Unrestricted Budget Allocation		\$ 65,828,516	65,828,516	45,560,490	69.21%
Restricted Budget Allocation		21,595,323	23,140,255	12,734,832	55.03%
Total Revenue		87,423,839	88,968,771	58,295,322	65.52%
INCOMING TRANSFERS 8980-8989		2,100,000	2,100,000	1,009,593	48.08%
TOTAL SOURCES OF FUNDS		\$ 94,781,189	96,326,121	64,562,265	67.02%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries 1000-1999		\$ 33,258,855	34,239,395	21,599,382	63.08%
Classified Salaries 2000-2999		18,807,573	19,048,833	9,959,867	52.29%
Employee Benefits 3000-3999		21,234,208	21,697,404	12,573,526	57.95%
Supplies & Materials 4000-4999		1,875,908	2,044,626	724,332	35.43%
Services & Other Operating 5000-5999		12,055,190	10,414,581	3,403,175	32.68%
Capital Outlay 6000-6999		5,670,101	5,892,466	814,596	13.82%
Payments to Students 7500-7699		879,354	1,988,816	1,488,106	74.82%
Total Expenditures		\$ 93,781,189	95,326,121	50,562,984	53.04%
OTHER FINANCING SOURCES/(USES):					
Transfers Out 7300-7399		\$ -	-	-	
Other Transfers 7400-7499		-	-	-	
Total Other Uses		-	-	-	
TOTAL USES OF FUNDS		93,781,189	95,326,121	50,562,984	53.04%
LOCATION OPERATING BALANCE		\$ 1,000,000	1,000,000	13,999,281	
RESERVES					
Reserve for Economic Uncertainties		\$ 1,000,000	1,000,000		

NOTE: As of February 28, 2018 actual revenues to date were **69.84%** and actual expenditures to date were **56.80%** of the revised budget to date.

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Retiree (OPEB) Trust Fund
ACTION: Information

BACKGROUND

In April 2008, the SOCCCD 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 January 31, 2019 (EXHIBIT A).

For January, the portfolio was composed of 48.4% common stocks (domestic and international) and 51.6% fixed funds (bonds). The portfolio's performance increased 5.04%, ending with a fair market value of \$116,522,929 and an annualized return of 5.33% since inception.

February 14, 2019

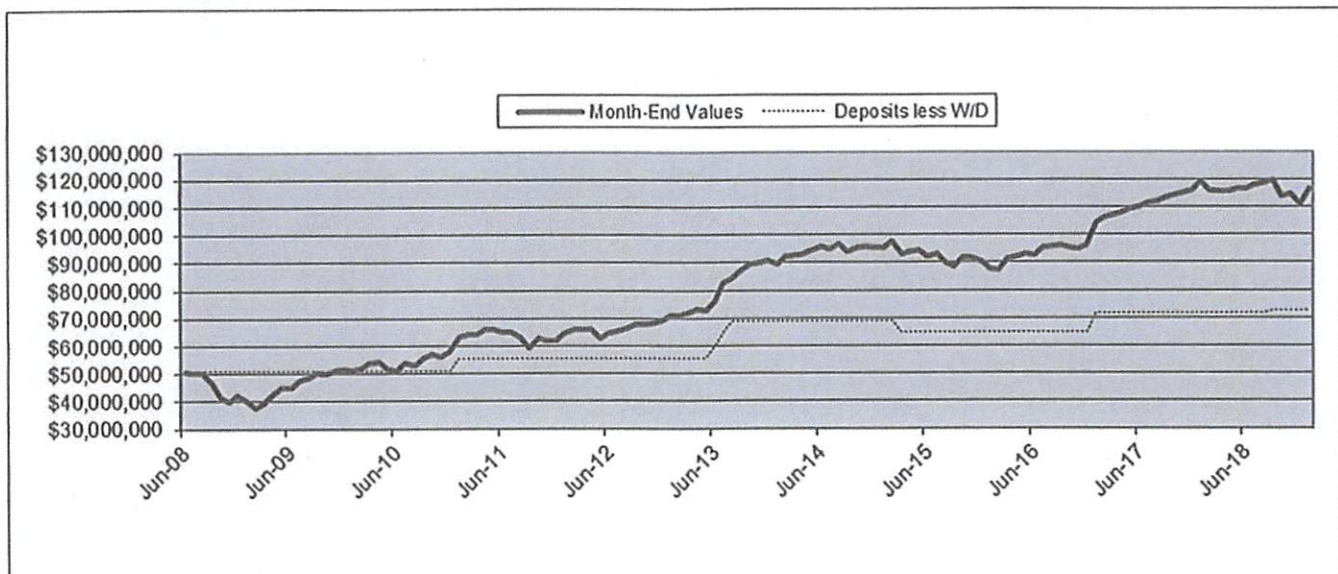
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

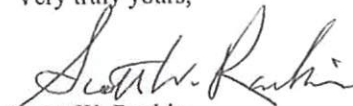
With a fair market value on January 31st of \$116,522,929.48 your portfolio's performance was up 5.04% for the month and up 5.33% on an annualized basis since the June 24th, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of equity funds (48.4%) and fixed income funds (51.6%). It was designed to be invested over a long time frame. Total deposits in the amount of \$76,729,695.11 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.

<u>Performance</u>	<u>January 2019</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	5.04%	5.04%	5.33% annualized return
S&P 500	8.01%	8.01%	9.64% (Domestic Stocks)
MSCI EAFE	6.57%	6.57%	2.13% (International stocks)
Barclays Aggregate	1.06%	1.06%	3.78% (Domestic Bonds)
Barclays Global	1.52%	1.52%	2.60% (Global Bonds)



Very truly yours,



Scott W. Rankin
Senior Vice President

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
July-17	\$ -	\$ 71,676,602	\$ 111,728,835
August-17	\$ -	\$ 71,676,602	\$ 112,145,520
September-17	\$ -	\$ 71,676,602	\$ 113,277,751
October-17	\$ -	\$ 71,676,602	\$ 114,061,414
November-17	\$ -	\$ 71,676,602	\$ 115,163,531
December-17	\$ -	\$ 71,676,602	\$ 116,227,289
January-18	\$ -	\$ 71,676,602	\$ 119,034,135
February-18	\$ -	\$ 71,676,602	\$ 115,906,436
March-18	\$ -	\$ 71,676,602	\$ 115,625,568
April-18	\$ -	\$ 71,676,602	\$ 115,818,885
May-18	\$ -	\$ 71,676,602	\$ 116,640,143
June-18	\$ -	\$ 71,676,602	\$ 116,478,409
July-18	\$ -	\$ 71,676,602	\$ 117,809,747
August-18	\$ -	\$ 71,676,602	\$ 118,920,059
September-18	\$ 1,053,093	\$ 72,729,695	\$ 119,738,877
October-18	\$ -	\$ 72,729,695	\$ 113,870,918
November-18	\$ -	\$ 72,729,695	\$ 114,824,706
December-18	\$ -	\$ 72,729,695	\$ 110,932,006
January-19	\$ -	\$ 72,729,695	\$ 116,522,929
	\$ 72,729,695		

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: March 25, 2019
TO: Members of the Board of Trustees
FROM: Chancellor Kathleen F. Burke, Ed.D.
SUBJECT: District Services Report for March 25, Board of Trustees Meeting

CCLC CEO Symposium – March 1-4

During the first weekend in March, the CCLC hosted CEOs throughout the state for the 2019 CEO Symposium. Over the four-day event, community college chancellors and presidents engaged in discussions to address challenging issues and opportunities for our institutions. As an attendee, I was encouraged to participate in honest dialogue about best practices in strategic leadership, public policy, student success, and access in California community colleges.

“Let the Good Times Roll” Mardi Gras Day – March 5



For those who may not know, Mardi Gras Day was on March 5 and a culmination of the Mardi Gras season, which officially begins on the Twelfth Night, or January 6 of each year. It runs until the day before Ash Wednesday and is a time for celebration, revelry, and often, indulgence. Ash Wednesday begins the austere, reflective time of Lent. We decided to “jazz” up the District Office with some festive attire and New Orleans cuisine during lunch that day. Regardless of your religion, faith, or beliefs, Mardi Gras can provide a time for everyone to come together, forget their differences, and celebrate with a certain abandon and “joie de vivre”. As

in the tradition of Mardi Gras, occasional merriment in the workplace, allows us to slow down enough for introspection, to focus on problem solving, and innovation.

Irvine Valley College Foundation Awards Dinner – March 9

I joined Trustees Jay, Milchiker, and Wright, staff, faculty, and supportive members of the community at the IVC “Celebrating Excellence” Foundation Awards on March 9. Many thanks to Executive Director Elissa Oransky and her team for putting on a great event. Events such as this, help support the mission of the Foundation—to contribute to meaningful experiences that enhance teaching and learning at Irvine Valley College.

The Courage to Remember – Holocaust Exhibit Reception – March 11

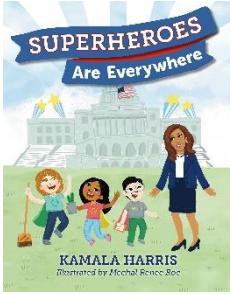
On March 11, I attended the opening reception to welcome “The Courage to Remember” exhibit at IVC. The traveling exhibit, hosted by the Museum of Tolerance, provided an opportunity to remember and honor the victims of the Holocaust—an unparalleled crime against humanity. The exhibit also provided an opportunity to mourn the loss of so many and so much. We have a duty to remember the Holocaust and that it was a systematic attempt to eliminate the Jewish people. It was an attempt to reject diversity, reject our differences, and reject the core fibers of humanity. Learning more about this dark time in our history can help connect us, so that we may create greatness, innovation, and compassion in our global society, together.

Orange County Business Journal Feature - March 11

On March 11, the Orange County Business Journal featured Orange County community colleges in a section of their weekly publication. We are proud to have had a write-up and ad placement to highlight the South Orange County Community College District. The article touched on the history and the future of our district, outstanding college programs, and our economic impact to the local economy. A copy of the publication has been provided to each board member and can also be found on local news stands.



Classified Appreciation Day – March 20



On March 20, the Classified Staff Development Committee proudly hosted Classified Day 2019 at Soka University of America in Aliso Viejo, CA. The day entailed professional development for classified staff and served as an opportunity to collaborate and connect with other colleagues. During the event, the Classified Employees of the Year were announced, including the District Services Employee of the Year - Lois Schwartz. With the super hero theme of the event, my office was delighted to provide several copies of U.S. Senator Kamala Harris’ book—“Superheroes are Everywhere” as raffle prizes. I hope that the day was valuable for each classified staff member. Many thanks to the committee and to all of the managers for supporting classified staff to participate in this meaningful staff development day.

Master Plan Survey

Throughout March, the survey to solicit feedback about the Education Master and Strategic Plans for the District were sent to faculty, staff, students and community members across the District. Input from all stakeholders will inform the development of these plans. The results of the survey will help to identify trends, issues, and priorities that should be addressed by the plans. Trustees will have an opportunity to provide feedback during the March 26 study session. The online survey will be available through March 22 to staff, students, faculty and community members, and can be accessed through the link <https://www.research.net/r/SOCCCEMSP>. On April 5, the District-wide Charrette will take place at the *The Hills Hotel* to review the results of the survey and to provide additional input.



SADDLEBACK COLLEGE

28000 Marguerite Parkway • Mission Viejo, CA 92692
949.582.4500 • www.saddleback.edu

TO: Members of the Board of Trustees
Chancellor Kathleen F. Burke, Ed.D.

FROM: Dr. Elliot Stern, President

SUBJECT: Report for March 25, 2019 Board of Trustees Meeting

Saddleback College Works to Alleviate Non-Academic Barriers for Students

A recently-released survey by the California Community Colleges Chancellor's Office and the Hope Center for College, Community, and Justice reveals that more than half the students attending a community college in the state face food insecurity, and nearly one in five are either homeless or don't have a stable place to live. The college is already well ahead in addressing these non-academic barriers for students: the gymnasium and Student Health Center allow students to shower, and the Student Health Center provides health and mental health services, enrollment in CAL Fresh, a farmer's market on the first and third Wednesdays of every month, meal vouchers, a food pantry, a second-hand clothing store (opening soon), and free meals for 500 students per week in the Tutoring Center. Further, the SEP program and EOPS provide grocery cards based on financial aid eligibility, and emergency funds are available from the foundation for housing, food, and transportation. We will continue to look for gaps in our services to provide for our students' most basic needs and find creative solutions that don't impact the college budget.

Classroom Security Update

Campus police and facilities and maintenance are working together to provide every classroom on campus with lock down magnetic strips that will enable faculty to lock their classroom doors in the event of an active shooter or similar emergency. This is an interim but effective solution as we work to launch a fully-automated lock down system in every building on our campus. Facilities and maintenance has piloted the magnetic strips with several faculty, who have confirmed they are simple to use and very effective. A training video and instructions will be provided via email to all employees when the magnetic strips are delivered to ensure that every employee knows how to use them if we are presented with such a situation.

Again, this is an interim solution as we implement a state-of-the-art automated lockdown system in every campus building by January 31, 2020. The process starts immediately, with a testing phase in our police department, technology services, and central plant, areas which are similar in door make and allow for system inspections without impacting instruction. After the testing phase, we will incrementally launch the system in BGS and the Student Services Center; Health Sciences and AGB; Fine Arts; and PE and Math, Science, and Engineering. The system is already installed in the new Sciences Building and the M1 and M2 Buildings on lower campus. When fully implemented, we will be the first community college in the state to have such an advanced campus-wide lockdown system in place.

Nursing Department Welcomes Accreditation Visiting Team

During the last week of February, the nursing department welcomed a visiting team of the Accrediting

Commission for Education in Nursing, and the response was overwhelming positive. The preliminary findings show that the department is in full compliance with all standards, and if the findings are upheld, the nursing program will be granted ongoing accreditation for eight years. The visiting team raved about the program and its dedicated faculty, staff, and leadership, and the team chair said the department's self-study was the best she had ever seen. The college's student support programs were also noted as an area of strength for the program. Kudos to Diane Pestolesi, Acting Assistant Dean Barbara Huggins, and Assistant Nursing Program Directors/Co-Chairs Jodi Caggiano and Anne Lawson for their excellent work and leadership!

National Convening of the Saddleback College NSF INCLUDES Alliance STEM Core

Saddleback is the first community college in the nation to lead an NSF INCLUDES (Inclusion across the Nation of Communities of Learners of Underrepresented Discoverers in Engineering and Science) Alliance, and was awarded a \$9.9 million collaborative research award to assist the scientific community in its effort to make science, technology, engineering, and mathematics (STEM) education and career pathways more widely inclusive of minority groups. In the first year of the Alliance, over 1,000 students have participated in a STEM Core cohort, and over 200 internship opportunities have been identified for these students.

The Saddleback College NSF INCLUDES Alliance STEM Core Expansion National Convening was held at the SLAC National Accelerator Laboratory in Menlo Park on March 8. The focus of this year's national convening was on strengthening STEM Core pathways to the tech economy and was attended by over 100 faculty, counselors, student support specialists, employer partners, and stake holders from across the country. The keynote address was given by the honorable James Campos, Director of the Office of Economic Impact and Diversity at the U.S. Department of Energy, who reiterated the Department's commitment to building a diverse community college STEM pipeline for the national laboratories. Employer partners provided information about the number of middle skill technical jobs available for community college graduates and completers at their companies which include Northrop Grumman, Caltrans, and the national laboratories. The need for colleges to quickly respond to workforce demands in STEM fields was emphasized in the California economic sector analysis of skills and labor provided by Rob Sentz, Chief Innovation Officer at EMSI. Attendees were treated to a dynamic presentation by Jo Boaler, Stanford University Professor of Mathematics Education, about mathematical mindsets and innovative teaching.

For more information about the National Stem Core, please see the website at www.stemcore.org.

Saddleback College Students Submit System Acceptance Review for University Rover Challenge

Twenty-two Saddleback College students, who call themselves SC Robotics, have completed the second step for acceptance into the University Rover Challenge. This competition, sponsored by the Mars Society, was established in 2007 and attracts student groups from universities worldwide. This year there are 82 teams representing 13 countries. Soon, the judges will post the list for those teams that will compete at the Mars Desert Research Station near Hanksville, UT from May 30 - June 1. Last year 36 teams were selected.

At this time, it appears that SC Robotics is the only two-year institution in this competition.

The project is entirely student driven, with advice from five faculty advisors, and is funded by Associated Student Government and the Saddleback College Foundation

Competition includes a wide range of universities including Stanford, Cornell, UC Berkeley, Rensselaer Polytech, Stony Brook University, UC San Diego, Arizona State University, and CSU Fullerton.

Contract Education Update

The college's economic and workforce development office delivers customized training solutions to business and industry. The not-for-credit, fee based, contract education offerings are of great benefit to area employers and the cost of the training is often subsidized through funds from the California Employment Training Panel (ETP).

This fiscal year alone we have delivered training to companies that include Herbalife Nutrition, 3M, Freedom Innovations, Astronics Test Systems, and Tenacore Holdings among others. We are scheduled to deliver training to global leaders that include; B. Braun Medical, Alcon, and Converse.

We are pleased to announce that we have obtained Amazon as our newest client! Amazon has been approved to have the training subsidized by the ETP. Saddleback College will deliver training in Lean Six Sigma that will include Yellow Belt, Green Belt, and Black Belt certification. Three hundred ten (310) of Amazon's employees will participate in this training over the next two years. The contract alone will generate \$326,000 to \$450,000 in gross revenue for the Economic & Workforce Development and Business Science Division.

Our customized training services represent an entrepreneurial response at the local level that can significantly respond to the needs of business, industry, and government to prepare the workforce to be competitive in an increasingly competitive global market. Through training and consulting services, Saddleback College's Economic and Workforce Development initiative delivers in-demand solutions needed by businesses to meet their workforce development challenges that will affect their economic success.

Industrial Automation Open House

Saddleback College's economic and workforce development office, in partnership with FANUC America, held an Industrial Automation Open house on February 28 and March 1 at FANUC's Lake Forest facility. The target audience was high school instructors and Orange/LA County College faculty that have a manufacturing/robotics/electronics program. We also invited industry partners B. Braun Medical and Futek Advanced Sensor Technology to participate as they use industrial automation in their manufacturing processes.

The intent of this event was to increase industrial automation awareness, to increase the education sector program offerings to meet the industry workforce needs, and to ultimately strengthen and grow the advanced manufacturing industry sector in Orange County.

We had 46 high school and college/university faculty attend from all over Southern California. The event was so successful that we received a great deal of positive feedback for attendees and industry partners that FANUC wants to make this an annual event. FANUC is the world leader in robotics, CNC systems and factory automation.

Graphic Design Class Lands Cover of TechDirections Magazine

The graphic design class on vehicle wrapping landed a cover story in the recent edition of TechDirections Magazine. The three-page, in-depth article focuses on the class that started in 2017 with just seven students and grew to 27 students in fall 2018. Instructor Mark Podolak is extensively quoted and explains how he designed the curriculum to be hands-on from the first day of class. He describes in detail the training provided to students on various types of equipment and methods in vehicle wrapping. Further, Podolak brings guest speakers to discuss careers in vehicle wraps and sign making, ensuring the students are focused on their futures. Congratulations to the graphic design department and the division of advanced technology and applied science for the well-deserved spotlight!

Athletics Update

One hundred fifty-nine of the college's 301 student-athletes were named to the Athletic Honor Roll after grades were posted for the Fall 2018 semester, including a school-record 34 student-athletes with a perfect 4.00 grade point average. The 159 student-athletes represent almost 53 percent of the student-athletes at Saddleback College this year. In order to make the honor roll, student-athletes must have passed at least 12 units during the fall 2018 semester with a 3.00 GPA or higher and finished the season in good standing.

In addition to the honor roll list, eight of the college's 10 fall semester athletic teams posted an overall team grade point average of 3.0 or higher and will be nominated for Orange Empire Conference and California Community College Athletic Association (CCCAA) scholar-team awards. The women's volleyball team leads the list, posting a best-ever team GPA of 3.46. The women's golf team follows closely with a 3.44 average team GPA, marking the sixth consecutive year the golfers have surpassed the 3.00 benchmark. Women's water polo came in with a 3.40 team GPA. Women's soccer (3.14), women's cross country (3.14), men's basketball (3.12), women's basketball (3.08) and men's cross country (3.04) also qualified for scholar-team recognition.

Congratulations to the men's basketball team, which won the Orange Empire Conference title with a 69-65 win over Fullerton College last Friday night, finishing the season with a 19-9 record overall and 10-2 in Orange Empire Conference play. This was the first OEC title for the Gauchos since the 2015-2016 season and the seventh in the 11 years that Andy Ground has been the head coach. All five starters earned all-conference honors, including the conference MVP, and Coach Ground was named conference co-Coach of the Year!

The women's basketball team also finished the season strong, with a 61-53 victory over Santa Ana College last Friday night, finishing the season 6-18 overall and 3-9 in Orange Empire Conference play, giving the team a sixth place finish.

Fine Arts and Media Technology Update

Grammy Award-winning trumpeter and composer John Daversa headlined Jazz Day at Saddleback College on Saturday, February 23. More than 100 students from El Toro, Northwood, and Irvine high schools spent the day learning, listening, and riffing in masterclasses with Daversa, Jazz Studies director Joey Sellers, and other Saddleback jazz faculty.

Daversa brought his award-winning music to Saddleback College's McKinney Theatre in a special Jazz Day performance on Saturday evening, playing with the Saddleback College Big Band, to a nearly sold-out house of enthralled jazz enthusiasts – who Sellers anointed “members of Saddleback's jazz community.” The concert featured music from his most recent recording, “American Dreamers: Voices of Hope, Music of Freedom,” which won in every category for which it was nominated: Best Large Jazz Ensemble, Best Instrumental Arrangement (on “Stars and Stripes Forever”) and Best Improvised Jazz Solo (on “Don't Fence Me In”).

Daversa shared with the McKinney Theatre audience his desire to seek out Deferred Action for Childhood Arrivals (DACA/Dream Act) students across America and how this quest led to his trifecta at last month's Grammy Awards. His winning record featured 53 “dreamers” brought to America from 17 foreign countries, now living and studying in 17 states from California to Washington, DC.

The Saddleback College Big Band were outstanding stand-ins for the “Dreamers” who performed the original numbers. The Big Band “Swing Thing” was held at 7:00 pm at McKinney Theatre on March 8. Guests danced with the Big Band as they recreated authentic Swing Era music from the 1930s through

the 1950s under the direction of Joey Sellers.

Jazz Vocalist Lara Solnicki brought her unique treatment of standard material to us on March 11, along with one of the most highly regarded pianists on the West Coast, Jeremy Siskind. Honored as a "world class jazz singer" for her "spellbinding voice" and "boldly unique style" (–Everett. R. Davis, All About Jazz), New York based, Canadian jazz vocalist, composer, and poet Lara Solnicki has performed with many of Canada's finest musicians, garnering rave reviews from four continents.

The Saddleback College Wind Ensemble performed on March 15 in concert under the direction of Georgios Kouritas. The Wind Ensemble performed: Irish Tune from County Derry and Shepherd's Hey, by Grainger; Overture in B flat, by Giovannini; *It's Broadway*, arranged by Edison; *4900 Walnut Grove*, by Hale; *Cantus Choralis* and *Fugue*, by Mendelssohn, arranged by Brunelli; and *Elegy and Fanfare, March*, by Nixon.

The coming of springtime was celebrated with a concert on March 16 by the Saddleback College Symphony Orchestra under the direction of Dr. Georgios Kouritas. Pieces performed included: Beethoven Symphony No. 5; Saint Saens Piano Concerto; and Schumann *Piano Concerto*.

The Saddleback College Chorale and Chamber Singers presented a concert on March 16 that featured works by Mozart, Bach, Mendelssohn, and Haydn.

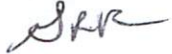
Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'ES', with a stylized flourish at the end.

Elliot Stern
President



TO: Kathleen F. Burke, Chancellor, and Members of the Board of Trustees

FROM: Glenn R. Roquemore, PhD, President 

DATE: March 14, 2019

SUBJECT: President's Report for the March 25, 2019 Board of Trustees Meeting

Dr. Linda Fontanilla Selected as Keynote Speaker

Vice President for Student Services Dr. Linda Fontanilla has been selected by California State University, Fullerton (CSUF) to be the keynote speaker for the 7th Annual Women Veterans in Higher Education Conference (WVHEC) on March 16. WVHEC is a well-attended signature event sponsored by CSUF each spring. The goal is to connect and empower female veterans on campus and during their academic careers. Dr. Fontanilla was unanimously selected by the planning committee because of her experience in the military and higher education. Dr. Fontanilla recently completed a term as president of the statewide Chief Student Services Officers organization.

IVC Homecoming Royals Crowned

IVC crowned Homecoming Royals Randell Monzon and Truth Hafey during the homecoming game against Riverside City College February 12. Truth plays volleyball for IVC's indoor and beach teams. She is also a member of IVC's Business Leadership Society Club. She would like to transfer to a four-year university and ultimately earn a master's degree in business management with a concentration in finance.

Randell is active with IVC's Speech and Debate team, Model United Nations (MUN) Club, and Associated Student Government (ASG) Judicial Court. His future goals include transferring to a four-year university and one day running for political office.



Record Turnout for IVC Honors Night

On February 12, a record 700 people attended IVC's second Honors Program Night. The event, held in two back-to-back sessions, provided area high school students and their parents an opportunity to learn about the benefits of the Honors Program.

President Roquemore welcomed attendees and spoke about his own journey from community college student to PhD, and ultimately community college president. Dr. Kay Ferguson Ryals hosted the event and presented information about admission requirements and the benefits of the Honors Program, including an enriched curriculum, seminar-style classes, and additional support and opportunities for program members.

Psychology Professor Michael Cassens shared his experiences teaching honors classes and discussed the research opportunities available in the program and throughout IVC. Honors Counselor Michelle Minkler explained her role in helping Honors Program students with academic planning, and also presented details about the special transfer advantages available to Honors Program graduates.

Special guest Dr. Ted Wright, director of UCI's campuswide Honors Program, spoke about support and research advantages available to IVC students who transfer to UCI through the Honors to Honors agreement. The event concluded with a panel of current and former IVC Honors Program students, including Sarah Baig, Spencer Churchill, Lior Flint, Evelyn Hoang, Christina Komoto (currently at UCLA), Ali Makarehchi, and Kaysa Sibley.

Region 8 LGBTQ Community College Advocates Group

President Roquemore and Vice President for Student Services Linda Fontanilla welcomed the Region 8 LGBTQ Community College Advocates Group on February 8. IVC's Pride Scholars Counselor Erin Pollard created the group in October 2018. Since its inception the group has grown to include 30 members representing 14 local community college campuses. During the February 8 meeting, Pollard presented information about considerations when creating "Preferred Name" programs as well as integrating changes in our Student Information Systems brought about by SB 179 The Gender Recognition Act.

American Association of Community Colleges Spotlights Irvine Valley College

IVC was featured on the American Association of Community Colleges (AACC) website on February 15. The Community College Spotlight is a feature on the AACC website that highlights various community colleges throughout the nation on a rotating basis. The spotlight features information such as student characteristics, interesting facts about the institution, and a quote from the president.

IVC Women's Basketball Team Earns Orange Empire Conference Title

The IVC women's basketball team earned the Orange Empire Conference (OEC) title February 22 with an 89-64 victory over Cypress College. Irvine Valley, ranked No. 16 in the state, improved to 22-5 overall and 12-2 in conference.

Sophomore star point guard Lexi Vail highlighted the all-OEC team that was announced February 25. Vail was chosen as the conference's most valuable player, freshman guard Anai Washington was chosen to the first team, and freshman center Zoe Stachowski was picked to the second team for the Lasers. Julie Hanks, in her 21st season at IVC, was named the conference's coach of the year.



African American Heritage Month Celebrated

In recognition of African American Heritage Month, the Offices of Student Life and Student Equity hosted an event on February 20 to celebrate African American culture and history. Activities included food, music, dancing, a historical display, and books by African American authors.



Foundation Awards Dinner Awards Excellence

On March 9, IVC held its annual Foundation Awards Dinner at Fête the Venue in Costa Mesa. Nearly 300 guests came out to celebrate the evening's seven award recipients, as well as to raise money for IVC student scholarships. The evening featured silent and live auctions as well as entertainment from the IVC Guitar Program, conducted by Kevin Jellison. Student Mehrpad Moattari gave a moving testimonial about the impact IVC has had on his life as well as the lives of his parents.

Celebrating Excellence Medal Recipients:

Student Award for Excellence: Donghoon Shin

Veteran Student Award for Excellence: Travis Grafton

Faculty Award for Excellence: Edwin Tiongson, Program Director for ELEVATE
AAPPI and Communication Studies Professor

Administrator Award for Excellence: Brooke Bui, Dean of Liberal Arts

Classified Award for Excellence: Anne Akers, Outreach Specialist

Community Partner of Excellence: Knobbe Martens

Alumna of the Year: Shadi Pourkashef

Simon Wiesenthal Center's World-Renowned Holocaust Exhibit Comes to IVC

The world-renowned Holocaust exhibit "The Courage to Remember" was on display in IVC's Performing Arts Center from March 12 to 14. The traveling exhibit was produced by the Simon Wiesenthal Center Museum of Tolerance in Los Angeles. Presented by the Foundation for California, the exhibit was open to the public and free of charge courtesy of a grant from SNCF.

An opening reception was held on March 11 for the community. Attendees included President Roquemore, Chancellor Kathleen Burke, and Trustee and Board President Clerk T.J. Prendergast. Other district, governmental, and community dignitaries were also in attendance for the opening, including City of Irvine Mayor Pro Tem Christina L. Shea, who offered brief remarks. She was joined by Rabbi Abraham Cooper, the associate dean of the Simon Wiesenthal Center, and Dr. Fred Balitzer, chairman of the Foundation For California. The pledge of allegiance was led by IVC student and Marine Corps veteran David Forbes, and the Irvine Police Department Honor Guard presented the colors. The exhibit features more than 200 exclusive photographs and video interviews offering a compelling insight into the Holocaust through four distinct themes: Nazi Germany, 1933-1938; Moving Toward the "Final Solution," 1939-1941; Annihilation in Nazi-occupied Europe, 1941-1945; and Liberation, Building New Lives.

Students Honored at Annual Phi Theta Kappa Awards Luncheon

President Roquemore and English Professor Kurt Meyer will attend the annual Phi Theta Kappa (PTK) awards luncheon in Sacramento on March 25. The event is sponsored by the Community College League of California. PTK is the international honor society for two-year colleges. The mission of PTK is to provide opportunities for students to grow as scholars and leaders. Students are nominated based on their GPA, academic rigor, awards and honors, leadership abilities, and community service.

Sarah Wang, First Team and Carissa Nihart, Second Team will be honored for making the PTK All-California Team. Sarah and Carissa are among the top 34 and 68 community college students, respectively, out of the state's roughly 2.1 million community college students. Professor Meyer, who is IVC's PTK co-advisor, says that Sarah and Carissa were selected "in part due to their most significant endeavors while attending community college, in which they applied the knowledge and skills gained through their community college experience to benefit their college, communities, and/or society. Sarah's most significant endeavor was researching antibacterial resistance relative to certain patient characteristics, whereas Carissa's was serving as a student editor on the staff of IVC's literary journal, *The Ear*."

Vital Link OC's College Pathway Days

Hundreds of high school juniors and seniors toured the School of Integrated Design, Engineering and Automation (IDEA) at the Advanced Technology and Education Park (ATEP) on February 28 as part of Vital Link OC's College Pathway Days. Alcon partnered with IVC for the event, which included a tour of the campus as well as guest speakers who spoke about IVC's engineering and photonics programs. College Pathway Days allows students the opportunity to visit local universities and community colleges and learn more about the programs and majors these schools offer. Students tour the campus, interact with faculty, listen to dynamic speakers, and participate in career-related activities. College Pathway Days support students in finding a college that is best suited for their career goals.

Area Principals Attend President's Update

On March 8, President Roquemore hosted the 10th annual President's Update for High School Principals. The yearly event allows area high school principals to come to IVC to hear from President Roquemore and staff about the latest news, programs and services at IVC. This year's topics included AB 705, the Irvine Valley Promise program, and high school data reports.

President Roquemore Attends CCLC CEO Symposium

On March 1-4, President Roquemore attended the Community College League of California (CCLC) CEO Symposium in San Diego. CCLC combined their Northern and Southern CEO Conferences into one statewide symposium. The CEO Symposium provided an ideal opportunity for CEOs to meet and discuss the critical issues that face California community colleges and learn from each other.

IVC Student Takes Top Award at Concordia University Speech Tournament

In January, IVC Forensics competed at the Jannese Davidson Memorial Tournament at Concordia University, Irvine. Twenty-four schools from seven states across the country participated in the tournament.

The tournament was named after Janesse Davidson, a former speech competitor and director at Concordia University who unexpectedly passed away in 2014. To honor her, the tournament features the affectionately named "Ninja-Pixie" trophy, which is awarded to the student who is the top scorer in a minimum of three types of speech events.

Upon competing and winning in parliamentary debate, informative speaking, and impromptu speaking, IVC student Sarah Wilson was given the top honors and received the Ninja-Pixie award. In conjunction with the award, she also received a \$3,000 scholarship to attend Concordia University, Irvine. Among the many other awards received, Sana Kahn was also awarded 1st place in Informative Speaking.



Speech Team Wins More Awards During February Tournaments

The speech team kicked off the month of February by hosting the 2019 Irvine Valley College Winter Classic on February 2. This elementary, middle and high school tournament had over 200 students in attendance who competed in three different styles of debate throughout the day, while the IVC Speech Team and fellow communication students judged the debate rounds. This was a unique chance for IVC students to critically assess and provide feedback on the young competitor's speeches, and also provide an opportunity for the elementary, middle, and high school students to be on IVC's campus and showcase the college.

While most of IVC was enjoying time off, on February 15-17, the team participated in the 2019 Tabor-Venitsky Speech Invitational and the Southern California Lincoln-Douglas Championships held at Cerritos College. IVC came out victorious, taking home 16 awards including a 1st place sweepstakes trophy. Among the winners were Kylie Turi, who took 1st place in novice persuasive speaking for her speech advocating for stricter requirements for doctors convicted of sexual abuse.

On February 22-24, IVC Forensics competed at the PSCFA Spring Championship Tournament at Palomar College. Thirty colleges and universities were in attendance. While most schools that participated were from Southern California, some universities from as far as Virginia and Arizona traveled to compete at the tournament. Over the course of the three-day tournament, IVC Forensics won 26 awards in debate, limited preparation events, platform speaking, and oral interpretation of literature. Among the top winners were Althea Gevero and Sarah Wilson, who both took the coveted Gold Medal in IPDA debate. Moreover, Sarah beat out 27 competitors and was named the 1st place speaker in the event.



Two Students Selected as 2019 Cooke Transfer Scholar Semifinalists

The Jack Kent Cooke Foundation recently announced the semifinalists for its prestigious Cooke Undergraduate Transfer Scholarship. Through this community college transfer scholarship, the foundation supports high-achieving community college students as they transfer to some of the top four-year institutions in the country to complete their bachelor's degrees. Among this year's semifinalists, Carissa Nihart and Yasmeen Allie were selected from a pool of nearly 1,500 applicants attending 369 schools in 45 states and the District of Columbia.

The Undergraduate Transfer Scholarship recipients will be announced in April. Each selected scholar will be provided generous financial support for up to three years, college planning services, ongoing advising, and the opportunity to connect with a thriving community of fellow Cooke Scholars. Cooke Transfer Scholars are selected based on exceptional academic ability and achievement, financial need, persistence, service to others, and leadership. Currently enrolled community college students residing in the United States are invited to apply.