



Meeting of the Board of Trustees

July 15, 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).) (3 matters)
- 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).) (2 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 David Lang

2.3 Pledge of Allegiance

Led by Trustee Marcia Milchiker

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: District IT Student Design Team Video

Representatives from District IT and Public Affairs will present a video on the Student Design Team.

4.2 Saddleback College: Plan for the Advanced Technology and Education Park

President Stern will provide a presentation of the new proposal of programs to be offered at Saddleback's future ATEP campus.

5.0 CONSENT CALENDAR ITEMS

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

5.1 SOCCCD: Board of Trustees Meeting Minutes

Approve minutes of a Regular Meeting held on June 24, 2019.

5.2 Saddleback College: Revised Curriculum for the 2019-20 and 2020-21

Academic Years

Approve the proposed curriculum changes for the 2019-20 and 2020-21 academic years at Saddleback College

5.3 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.

5.4 SOCCCD: Trustees' Requests for Attending Conferences

Approve trustees' requests for attending conference(s).

5.5 SOCCCD: Adopt Resolution No. 19-13: Appropriations Limit for FY 2019-2020 (Gann Limit).

Adopt Resolution No. 19-13 establishing the required State constitutional appropriations limit for FY 2019-2020 for the South Orange County Community College District.

5.6 SOCCCD: June 2019 Amendments.

Ratify the amendments as listed.

5.7 SOCCCD: Purchase Orders and Checks.

Ratify the purchase orders and checks as listed.

5.8 SOCCCD: Contracts.

Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

6.1 SOCCCD: Saddleback College PE Renovation Project, Architectural Services, Little Diversified Architectural Consulting, Inc.

Approve the Architectural Services agreement with Little Diversified Architectural Consulting, Inc. for the Saddleback College PE Renovation project, in the amount of \$242,000.

6.2 SOCCCD: Irvine Valley College Classroom Technology & Audio Video Refresh, Phase 1 Project, Award of Bid No. 364 ("Performing Arts Center Main Theater Audio Visual Improvements, Irvine Valley College"), EIDIM Group, Inc. dba EIDIM AV Technology

Approve award of Bid No. 364, Performing Arts Center Main Theater Audio Visual Improvements project, and approve the agreement with EIDIM Group, Inc. dba EIDIM AV Technology, in the amount of \$291,247.69.

6.3 SOCCCD: Memorandum of Understanding for Facilitation of Collective Bargaining Unit Services, California Online Community College

Approve a Memorandum of Understanding with the California Online Community College, doing business as Calbright College, for \$25,000 annually plus reimbursement of salaries, benefits, and costs directly involved in

providing collective bargaining agreement negotiation services for the California Online Community College for the term ending on June 30, 2024.

6.4 SOCCCD: Adopt Resolution No. 19-14, Declaration of Intention to Enter into an Agreement with Irvine Ranch Water District for Grant of Easements at the Advanced Technology and Education Park (ATEP) and to Conduct a Public Hearing

Adopt Resolution No. 19-14 declaring SOCCCD's intention to enter into a Grant of Easement to Irvine Ranch Water District at ATEP and to conduct a public hearing on August 26, 2019.

6.5 SOCCCD: Grant Award, California Virtual College - Online Education Initiative, Improving Online CTE Pathways Grant

Approve the award from the California Community Colleges Chancellor's Office of \$500,000 for the California Virtual College Online Education Initiative, Improving Online CTE Pathways Grant from July 1, 2019 to June 30, 2020 and authorize the Vice Chancellor of Business Services to execute the agreement.

6.6 SOCCCD: Board Policy Revision: BP-3100 Budget Preparation, BP-3205 Insurance, BP-3340 Employee Phone Allowance, BP-3515 Reporting of Crimes and/or Safety Concerns and Notification Protocols, BP-4009 Certification of Freedom from Tuberculosis, BP-4012 Academic Administrators and Classified Managers Personnel Files, BP-4013 Confidentiality and Conflicts of Interest in Hiring, BP-4017 Child Abuse Reporting, BP-4020 Designated Administrators and Classified Management Personnel, BP-4050 Workplace Violence, BP-4073 Faculty Reassigned Time and Stipends, BP-4077.1 Change of Assignment Classified Managers, BP-4079 Bereavement Leave for Management Personnel, BP-4082 Medical Benefits for Management Personnel While on Leave, BP-4101 Salary Schedules and Annual Step Increments for Management Personnel, BP-4102 Salary Schedule Placement for Management Personnel and Classified Bargaining Unit Employees, BP-4203 Sick Leave for Management Personnel, BP-4209 Classified Management Personnel Reduction in Force Notification, BP-5410 Student Equity, BP-5604 Admissions, BP-5605 Residence Determination, BP-5615 Student Records Compliance with Family Educational Rights and Privacy Act (FERPA), BP-5627 Student Participation in Governance

Approve the board policies as listed.

6.7 SOCCCD: Academic Employee and Classified Administrator Personnel Actions – Regular Items

Ratify New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund.

6.8 SOCCCD: Faculty Conversion to Canvas One – Time Stipends

Ratify Additional Compensation: Canvas Conversion-General Fund.

6.9 SOCCCD: Classified Personnel Actions – Regular Items

Ratify New Personnel Appointments, Authorization to Establish and Announce Classified Position(s), Reorganization/Reclassification, Change of Status, 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.

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

Ratify New Non-Bargaining Unit Employee Personnel Appointments, Volunteers.

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

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

6.12 **SOCCCD: Adopt Resolution 19-15: Classified Employee/Position Layoff**

Adopt Resolution No. 19-15 to approve the reduction and/or discontinuance of classified service.

7.0 **REPORTS**

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

None

7.2 **Saddleback College and Irvine Valley College: Speakers**

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

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

Report on the status of major capital projects.

7.4 **Retiree (OPEB) Trust Fund.**

Report for period ending May 31, 2019.

7.5 **SOCCCD: District Initial Proposal to Faculty Association (FA)**

The District's initial proposal to the Faculty Association is presented for review.

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: District IT Student Design Team Video

ACTION: Discussion/Presentation

BACKGROUND

The District IT team, under the leadership of Dr. Robert Bramucci and Jim Gaston, have utilized a Student Design Team to contribute to the overall design of web programs tailored for students, such as SmartSchedule. Through a process of review, input, and feedback, students from Saddleback College and Irvine Valley College are hired to help design, evaluate, and train their peers on student success software applications.

The IT Department engaged the District Public Affairs Department to enhance and increase the marketing efforts around the Student Design Team. Efforts to promote the student design team were achieved through written articles and a professionally shot video. To date, written pieces have been featured in:

- Campus Technology Magazine
<https://campustechnology.com/articles/2019/05/13/development-at-socccd-the-student-design-team.aspx>
- California Community College Career Education Future Built News Center -
<https://news.futurebuilt.org/stories/designing-programs-for-students-start-with-a-student-design-team/>
- Chancellor Burke's Summer Edition of HORIZON

STATUS

The professional video tells the story of the unique and innovative process of creating the Student Design Team. The high quality video captures the synergy between the students and staff, while compelling other departments and colleges to engage in a process that involves students to benefit students. Our hope is that this video can be featured throughout District marketing efforts, but also during conferences and other educational gatherings to highlight the great work of the South Orange County Community College District. To view the video, please click on the link: <https://www.youtube.com/watch?v=VM1Vg4IKc6c>.

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

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Saddleback College: Plan for Advanced Technology and Education Park (ATEP)

ACTION: Discussion

BACKGROUND

On February 27, 2012 the Board of Trustees approved the initial program areas to be offered by the colleges on the permanent ATEP campus. At that time, Saddleback College's proposed an Allied Health Center for Innovation in Health Care Education.

STATUS

Since that time, Saddleback College has determined new programs that would be better positioned to grow and form industry partnerships. Under this new proposal, the concept of an Allied Health Center would be replaced by Advanced Transportation and Logistics (ATL) and Culinary and Hospitality. These programs are consistent with the Board's mission and vision for ATEP as a site for workforce development, advanced technology and career technical education courses, programs, and services that meet the needs of the district's entire service area and the community at large. President Stern will provide a presentation of the new proposal of programs to be offered at Saddleback's future ATEP campus.

Saddleback College Plan for the Advanced Technology and Education Park

Presented to the South Orange County Community College District Board of Trustees
July 15, 2019



Old Question

*Which of our programs should we move to
Tustin to support ATEP?*

New Question

Which of our programs (and new programs) would be better positioned to grow and form industry partnerships from being at ATEP?

Old Plan

*Health Sciences Division and a
Simulation Center for our programs
and regional providers*

New Plan

- Advanced Transportation and Logistics (ATL)
- Culinary and Hospitality

Advanced Transportation and Logistics (ATL)

- Automotive technology with emphasis on alternative fuel technologies
- Partner with dealerships and regional headquarters
- Unique and modern offerings and facilities
- Autonomous vehicle repair and related specialty training
- Logistics and supply chain management

Culinary and Hospitality

- State-of-the-art training facility to replace portable
- Retail restaurant for training
- Connections to new partners in Irvine and Anaheim
- Facility leasing for other programs
- Tourism is Orange County's second largest industry

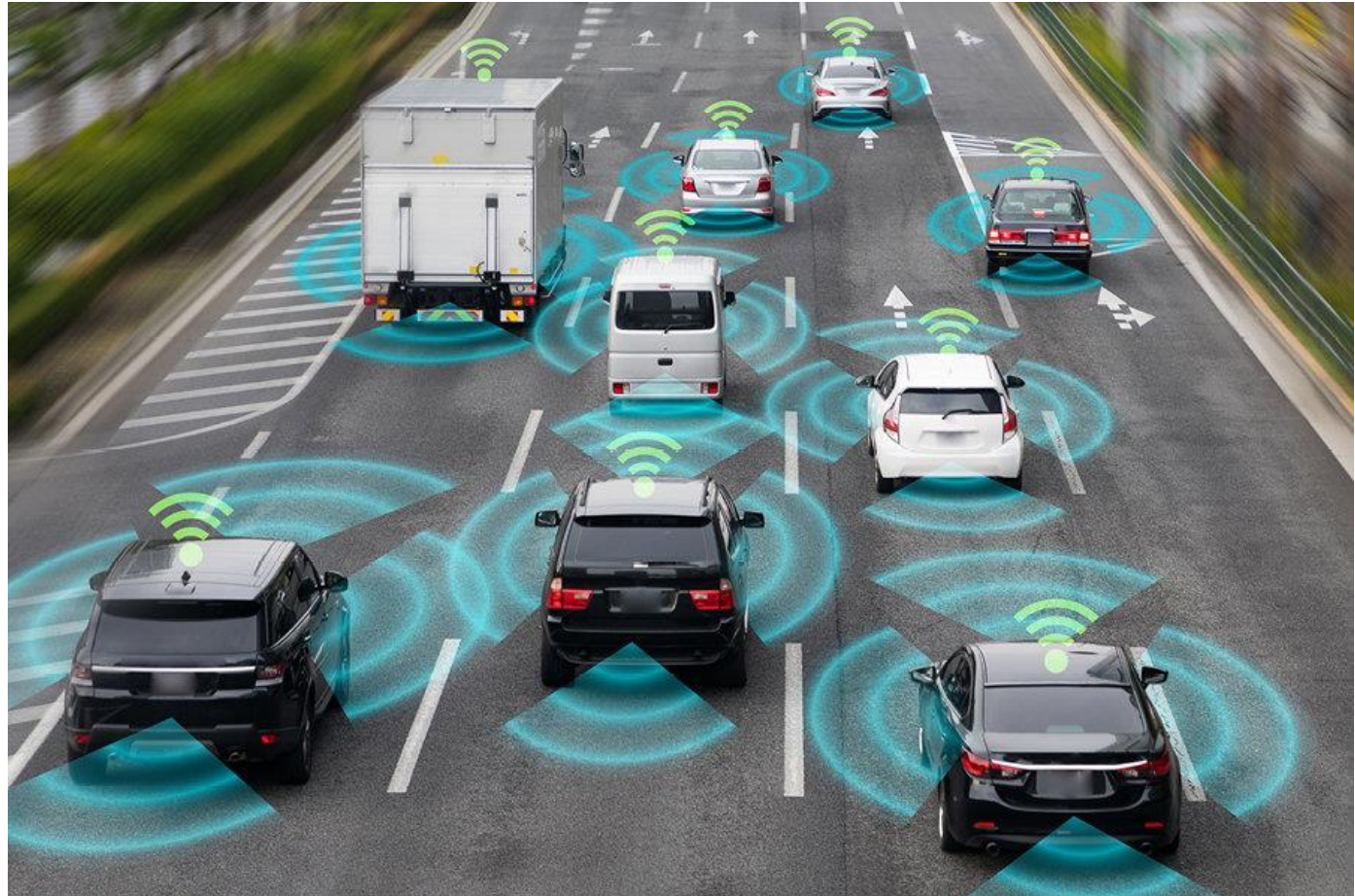
Advanced Transportation & Logistics (ATL) Education Center

Advanced Transportation Solutions

Smart

Autonomous

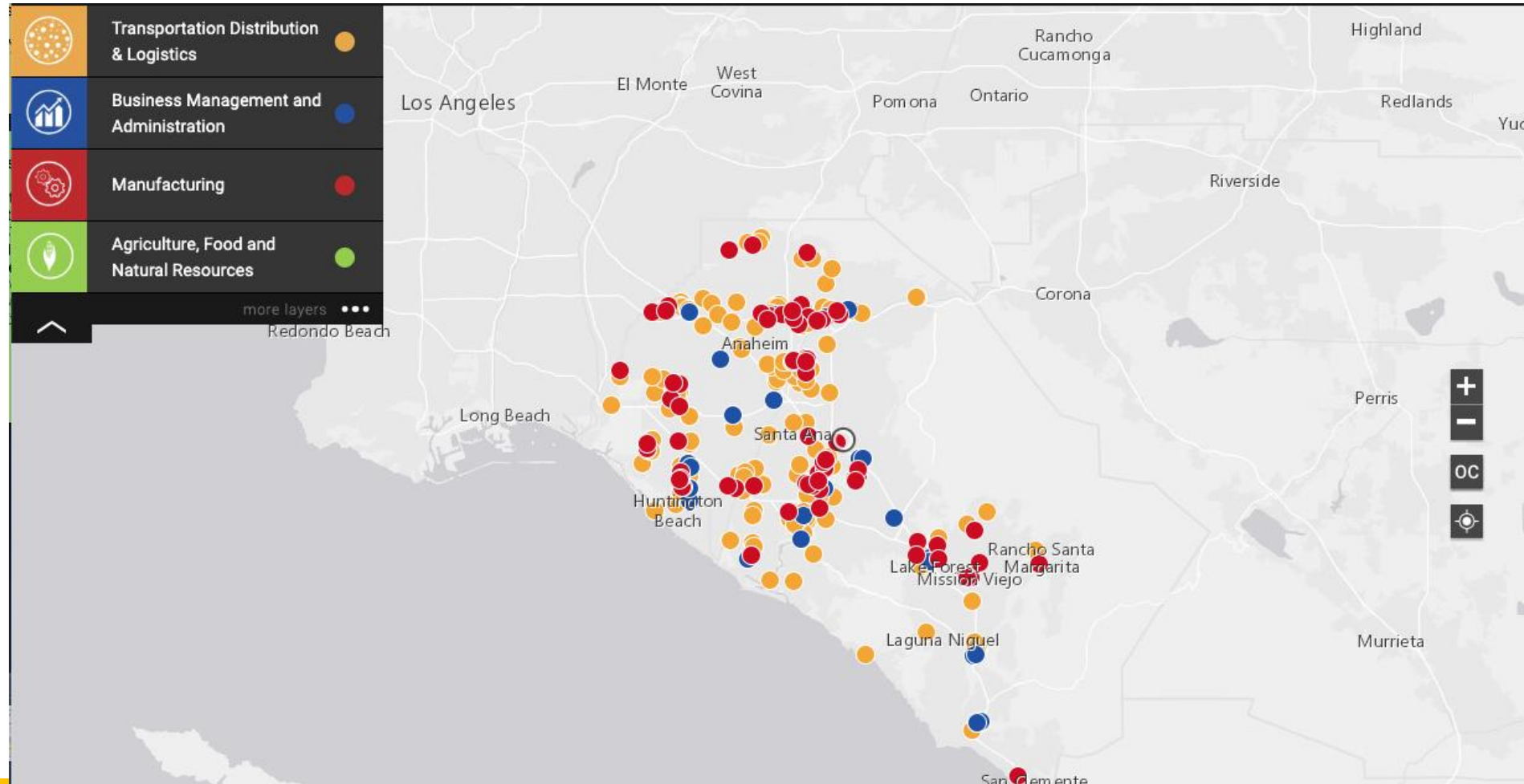
Alternative fuel



Logistics Systems



Advanced Transportation and Logistics Industries in Orange County

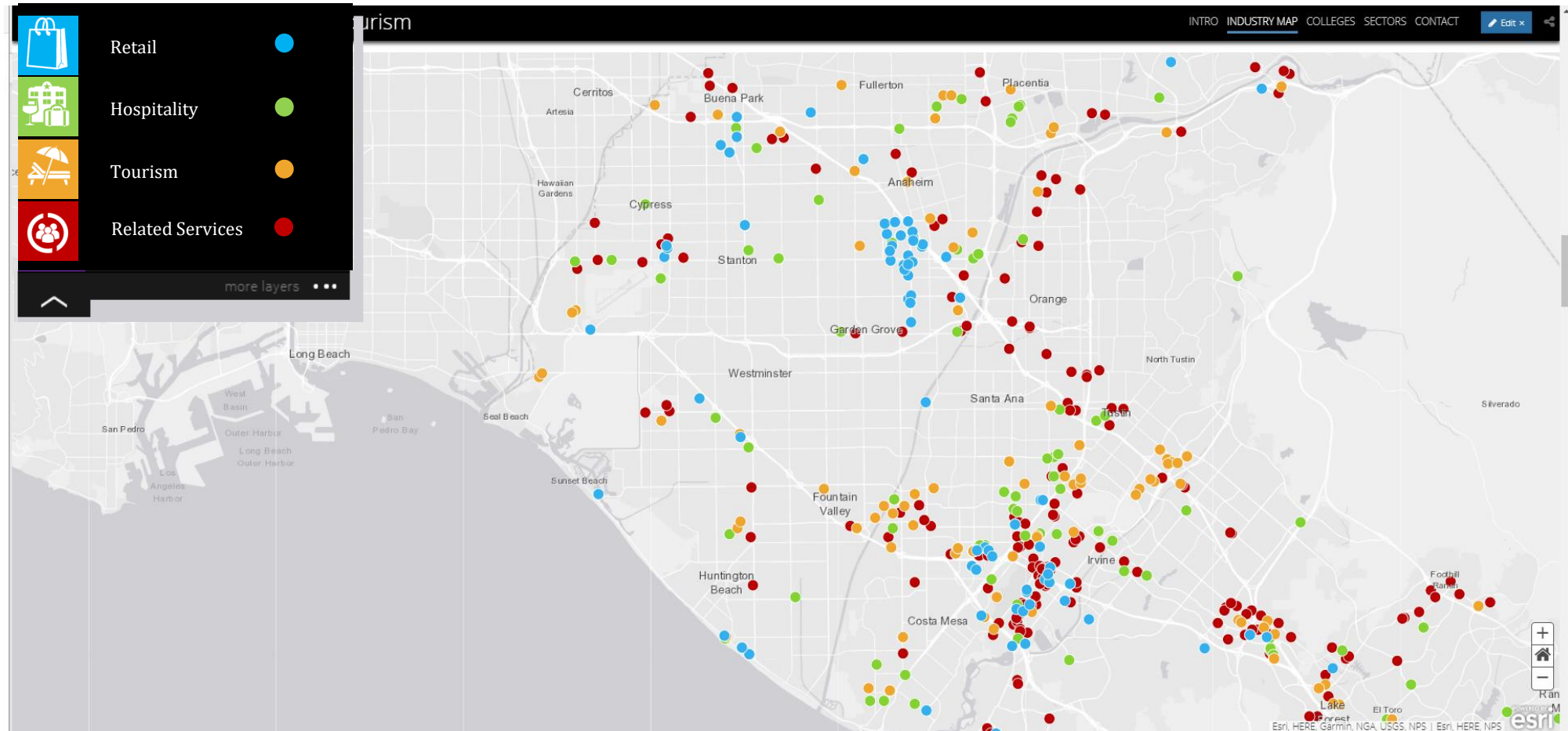


State-of-the-Art Facilities



Culinary and Hospitality

Culinary and Hospitality Industries in Orange County



State-of-the-Art Facilities



Revenue Opportunities at the Center

Non-Credit Career Development

Credit

- Certificate
- AA/AS
- Transfer

Contract Education

- Corporate Training

Regional Facilities Use

- Local Community Colleges
- Local Industry Partners

Hospitality Services

- Restaurant
- Catering

Corporate Sponsors

Questions

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

Minutes from:

June 24, 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
June 24, 2019**

PRESENT

Members of the Board of Trustees:

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

ABSENT

T.J. Prendergast, III, President

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

There were no 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).) (4 matters)
- B. Public Employee Performance Evaluation (Government Code Section 54957(b).)

1.4 Conference with Labor Negotiators (Government Code Section 54957.6)

- A. Faculty Association (FA)

Agency Designated Negotiator: Ann-Marie Gabel, Vice Chancellor of Business Services

- B. Classified School Employees Association (CSEA)

Agency Designated Negotiator: Ann-Marie Gabel, Vice Chancellor of Business Services

- C. Police Officers Association (POA)

Agency Designated Negotiator: Ann-Marie Gabel, Vice Chancellor of Business Services

1.5 Conference with Legal Counsel (Government Code Section 54956.9)

- A. Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) and paragraph (3) of subdivision (e) of Section 54956.9. (1 case)
- B. Anticipated Litigation (Government Code Section 54956.9(d)(2).) (4 potential cases)

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

2.1 [Actions Taken in Closed Session](#)

On a 6 to 0 vote with Trustee Prendergast absent, the board, in closed session, voted to approve the settlement of pending litigation prior to judicial proceedings pursuant to Government Code Section 54957.1(3). The substance of the agreement includes a settlement of all claims by a former manager/administrator in an amount not to exceed \$75,000 which includes attorney fees.

[2.2 Invocation](#)

Led by Trustee Tim Jemal

[2.3 Pledge of Allegiance](#)

Led by Trustee David Lang

[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.

There were no public comments.

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 \(Written Reports included in Section 8.0\)](#)

[Irvine Valley College Written Report](#)

[Saddleback College Written Report](#)

[D. Associated Student Government Reports](#)

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

4.0 DISCUSSION ITEMS

[4.1 SOCCCD: FY 2019-2020 Tentative Budget](#)

Approve the FY 2019-2020 tentative budget as presented.

[Item 4.1](#)

[PowerPoint Presentation](#)

[5.0](#) [CONSENT CALENDAR ITEMS](#)

Trustee Wright requested to remove item 5.5 from the consent calendar for separate discussion and action.

On a motion made by Trustee Milchiker and seconded by Trustee Lang, the balance of the consent calendar was approved on a 6-0 vote, with Trustee Prendergast absent.

- 5.1 SOCCCD: Board of Trustees Meeting Minutes
Approve minutes of a Special Meeting held on May 20, 2019 and a Regular Meeting held on May 20, 2019.

[Item 5.1](#)
[Exhibits A-B](#)

- 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 Irvine Valley College: Community Education, Summer 2019
Approve the Community Education courses, presenters and compensation

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

- 5.4 Saddleback College and Irvine Valley College: Community Education Fall 2019
Approve Fall 2019 Community Education courses, presenters, and compensation.

[Item 5.4](#)
[Exhibits A-B](#)

- [5.5](#) [Saddleback College and Irvine Valley College: Speakers](#)**

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

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

[Item 5.5](#)
[Exhibit A](#)

5.6 Saddleback College: Revised and Deleted Curriculum for the 2019-20 and 2020-21 Academic Years

Approve the proposed curriculum changes for the 2019-20 and 2020-21 academic years at Saddleback College

[Item 5.6](#)
[Exhibits A-C](#)

5.7 SOCCCD: Advanced Technology and Education Park (ATEP) - Temporary Fencing Project, Notice of Completion, Amtek Construction.

Authorize filing the Notice of Completion for the Advanced Technology and Education Park Temporary Fencing project to Amtek Construction, for a final contract amount of \$769,637.

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

5.8 SOCCCD: Authorize the Purchase of Maintenance Service Subscriptions and Support for Palo Alto Networks, Inc. Network Security Firewall Equipment, Optiv Security, Inc.

Approve the use of Master Price Agreement No. AR626, Amendment No. 3, as awarded by the state of Utah in association with the NASPO/WSCA, and approved for usage by the state of California pursuant to the California Participating Addendum No. 7-14-70-11. This approval applies to procurement of ongoing annual maintenance service subscriptions and support for the network security firewall equipment from Optiv Security, Inc.

[Item 5.8](#)

5.9 SOCCCD: Declare Miscellaneous Furniture and Equipment as Surplus

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

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

5.10 SOCCCD: Move/Relocation Services Agreement for Task Orders, PENN Corporate Relocation Services

Approve the Move/Relocation Services agreement for Task Orders with PENN Corporate Relocation Services from June 25, 2019 to June 24, 2024.

[Item 5.10](#)

[Exhibit A](#)

- 5.11 SOCCCD: Trustees' Requests for Attending Conferences
Approve trustees' requests for attending conference(s).

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

- 5.12 SOCCCD: Out of State Student Travel
Approve the college student out of state travel for the participants, date, location and costs listed.

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

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

[Item 5.13](#)
[Exhibit A](#)

- 5.14 SOCCCD: Budget Amendment: Adopt Resolution No.19-12 to Amend
FY 2018-2019 Adopted Budget.
Adopt Resolution No. 19-12 to amend the Adopted Budget as listed.

[Item 5.14](#)
[Exhibit A](#)

- 5.15 SOCCCD: May 2019 Change Orders/Amendments.
Ratify the change orders/amendments as listed.

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

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

[Item 5.16](#)
[Exhibits A-C](#)

- 5.17 SOCCCD: Contracts.
Ratify contracts as listed.

[Item 5.17](#)
[Exhibits A-C](#)

6.0 GENERAL ACTION ITEMS

- 6.1 SOCCCD: FY 2019-2020 Tentative Budget**

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

Approve the FY 2019-2020 tentative budget as presented.

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

6.2 SOCCCD: Saddleback College Stadium and Site Improvement Project, Material Testing and Inspection Services Amendment No. 01, C.E.M. Lab Corp.

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

Approve Amendment No. 01 of the Saddleback College Stadium and Site Improvement project, Material Testing and Inspection Services agreement with C.E.M. Lab Corp., increasing the contract amount by \$264,600 and a contract extension to May 31, 2020, for a not to exceed amount of \$737,053.

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

6.3 SOCCCD: Saddleback College Stadium and Site Improvement Project, Change Order No. 5, PCL Construction Services, Inc.

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

Approve Change Order No. 5 for the Saddleback College Stadium and Site Improvement project and authorize staff to execute the corresponding change order with PCL Construction Services, Inc., resulting in an increase of \$954,963, for a revised contract total of \$53,263,676.

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

6.4 SOCCCD: Saddleback College Stadium and Site Improvement Project, Division of the State Architect (DSA) Inspection Services, Knowland Construction Services

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

Approve the Knowland Construction Services agreement for Division of the State Architect (DSA) Inspection and Assistant DSA Inspection Services for the Saddleback College Stadium and Site Improvement project, in the amount of \$349,532 for the term ending May 29, 2020.

[Item 6.4](#)
[Exhibit A](#)

[6.5](#) [SOCCCD: FY 2021-2022 Five Year Construction Plan and IPP / FPP Submittal to the State Chancellor's Office](#)

On a motion made by Trustee Whitt and seconded by Trustee Jay, this item was approved on a 6 - 0 vote with Trustee Prendergast absent.

Approve the FY 2021-2022 Five Year Construction Plan. The Chancellor also recommends that the Board of Trustees approve the Initial Project Proposals and Final Project Proposals as submitted with a 50/50 match for state supported items, and approve all five documents for signature and submittal to the State Chancellor's Office.

[Item 6.5](#)
[Exhibits A-F](#)

[6.6](#) [SOCCCD: Professional Services Agreements for Task Orders of Audio-Visual Design and Integration/Implementation Services with Golden Star Technology, Inc. and Southland Technology, Inc.](#)

On a motion made by Trustee Jay and seconded by Trustee Wright, this item was approved on a 6 - 0 vote with Trustee Prendergast absent.

Approve the Professional Services Agreements for Task Orders with Golden Star Technology, Inc. and Southland Technology, Inc. from June 25, 2019 through June 24, 2024.

[Item 6.6](#)
[Exhibits A-C](#)

[6.7](#) [SOCCCD: Board Policy Revision: BP-3100 Budget Preparation, BP-3205 Insurance, BP-3340 Employee Phone Allowance, BP-3515 Reporting of Crimes and/or Safety Concerns, and Notification Protocols, BP-4009 Certification of Freedom from Tuberculosis, BP-4012 Academic Administrators and Classified Management Personnel Files, BP-4013 Confidentiality and Conflicts of Interest in Hiring, BP-4017 Child Abuse Reporting, BP-4020 Designated Administrators and Classified Management Personnel, BP-4050 Workplace Violence, BP-4073 Faculty Reassigned Time and Stipends, BP-4077.1 Change of Assignment Classified Managers, BP-4079 Bereavement Leave for Management Personnel, BP-4082 Medical Benefits for Management Personnel While on Leave, BP-4101 Salary Schedules and Annual Step Increments for Management Personnel, BP-4102 Salary Schedule Placement for Management Personnel and Classified Bargaining Unit Employees, BP-4203 Sick Leave for Management Personnel, BP-4209 Classified Management Personnel Reduction in Force Notification, BP-5410](#)

[Student Equity, BP-5604 Admissions, BP-5605 Residence Determination, BP-5615 Student Records Compliance with Family Educational Rights and Privacy Act \(FERPA\), BP-5627 Student Participation in Governance.](#)

On a motion made by Trustee Wright and seconded by Trustee Lang, this item was accepted for review and study on a 6 - 0 vote with Trustee Prendergast absent.

Accept for review and study the board policies as listed.

[Item 6.7](#)
[Exhibits A-W](#)

[6.8 SOCCCD: Board Policy Revision: BP-1311 Civic Center and Other Facilities Use, BP-3453 Emergency Operations Plan, BP-3502 Campus Police and Safety Services, BP-3517 Student Organizations at Off-Campus Locations, BP-3600 Disposition of District Property, BP-3610 Auxiliary Organizations, Including Foundations, BP-4008 Fingerprinting of Personnel, BP-4014 Electronic Communication, BP-4083 Vacation Leave for Management Personnel, BP-4111 Professional Growth and Development Leave for Administrators and Classified Managers, BP-5608 Student Fee Refunds, BP-5700 Intercollegiate Athletics](#)

On a motion made by Trustee Whitt and seconded by Trustee Wright, this item was approved on a 6 - 0 vote with Trustee Prendergast absent.

Approve the board policies as listed.

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

[6.9 SOCCCD: Academic Employee and Classified Administrator Personnel Actions - Regular Items](#)

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

Ratify Academic Employee and Classified Administrator Personnel Actions.

[Item 6.9](#)
[Exhibits A-B](#)

[6.10 SOCCCD: Faculty Conversion to Canvas One - Time Stipends](#)

On a motion made by Trustee Milchiker and seconded by Trustee Whitt, this item was approved on a 5 - 1 vote with Trustee Lang casting a negative vote and Trustee Prendergast absent.

Ratify Academic Employee Personnel Actions.

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

6.11 SOCCCD: Classified Personnel Actions - Regular Items

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

Ratify Classified Employee Personnel Actions.

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

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

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

Ratify Non-Bargaining Unit Employee Personnel Actions.

[Item 6.12](#)
[Exhibit A](#)

6.13 SOCCCD: Adjustment to the Police Officers Association (POA) Salary Schedule 2019 - 2020

On a motion made by Trustee Jay and seconded by Trustee Wright, this item was approved on a 6 - 0 vote with Trustee Prendergast absent.

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

[Item 6.13](#)
[Exhibits A-B](#)

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

Response from public comment from May 20, 2019 Board Meeting.

[Item 7.2](#)
[Exhibit A](#)

[7.3](#) [SOCCCD: List of Board Requested Reports](#)

Status of board requested reports from the South Orange County Community College District Board of Trustees.

[Item 7.3](#)

[7.4](#) [SOCCCD: CCCT Student Trustee Member Election - 2019](#)

CCCT Student Trustee Member Election Information.

[Item 7.4](#)

[7.5](#) [SOCCCD: Facilities Plan Status Report.](#)

Report on the status of major capital projects.

[Item 7.5](#)
[Exhibit A](#)

[7.6](#) [SOCCCD: Monthly Financial Status Report.](#)

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

[Item 7.6](#)
[Exhibit A](#)

[7.7](#) [SOCCCD: Retiree \(OPEB\) Trust Fund.](#)

Report for period ending April 30, 2019.

[Item 7.7](#)
[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 7:56 p.m.



Kathleen F. Burke
Secretary, Board of Trustees

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: [Saddleback College: Revised Curriculum for the 2019-2020 and 2020-2021 Academic Years]

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 and 2020-21 academic years. Exhibit A includes a revised program for academic year 2019-20. Exhibit B includes a revised program for academic year 2020-21. 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 and 2020-21 academic years at Saddleback College as listed in Exhibits A and B.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2019-2020

Current
General Education
CSU-GE Certificate of Achievement

Students may earn a Certificate of Achievement in General Education upon completion of a pattern of approved courses intended for transfer. See www.assist.org for additional information.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Explain the values of a culture as expressed through its art or language.
- Demonstrate effective expository and persuasive writing skills.
- Develop a reasoned solution to a problem.
- Evaluate new and accepted ideas about the natural universe using testable methodology.
- Evaluate the methods of inquiry and evidence used in the behavioral and social sciences.

California State University General Education Certification (CSU-GE)

Completion of a minimum of 39 units including all the requirements of the California State University General Education Certification. SEE THE ARTICULATION/TRANSFER PATTERN SECTION OF THE CATALOG FOR A LIST OF SPECIFIC COURSE REQUIREMENTS.

Course ID	Title	Units
Required Core 39 Units		
Area A: English Language, Communication and Critical Thinking 9 units required. Complete one course in Area A1, A2, and A3.		
A1 Oral Communication		
COMM 1*	Communication Fundamentals	3
Or		
COMM 1H*	Honors Communication Fundamentals	3
COMM 5	Interpersonal Communication	3
A2 Written Communication		
ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
A3 Critical Thinking		
ENG 1B*	Principles of Composition II	3
Or		
ENG 1BH*	Honors Principles of Composition II	3
ENG 70*	Reasoning and College Reading	3
PHIL 12*	Introduction to Logic	3
COMM 2*	Persuasion	3
COMM 3*	Argumentation and Debate	3

Area B: Scientific Inquiry and Quantitative Reasoning – 9 units required. Complete one course from Area B1 and one course from Area B2. One course must have a laboratory. #denotes laboratory courses. Complete one Math course from Area B4.

B1 Physical Science		
ASTR 20	General Astronomy	3
ASTR 20	General Astronomy	3
And		
ASTR 25*#	Observational Astronomy	3
ASTR 21	The Solar System	3
CHEM 1A*#	General Chemistry	5
CHEM 1B*#	General Chemistry	5
CHEM 2*#	General Chemistry Principles	2
CHEM 3*#	Fundamental Chemistry	4
CHEM 12A*#	Organic Chemistry	5
CHEM 12B*#	Organic Chemistry	5
CHEM 13*	Organic Chemistry Principles	3
CHEM 108#	Introduction to General, Organic, and Biochemistry	4
ENV 23#	Environmental Geology	4

Revised
General Education
CSU-GE Certificate of Achievement

Students may earn a Certificate of Achievement in General Education upon completion of a pattern of approved courses intended for transfer. See www.assist.org for additional information.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Explain the values of a culture as expressed through its art or language.
- Demonstrate effective expository and persuasive writing skills.
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- Evaluate new and accepted ideas about the natural universe using testable methodology.
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Course ID	Title	Units
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A1 Oral Communication		
COMM 1*	Communication Fundamentals	3
Or		
COMM 1H*	Honors Communication Fundamentals	3
COMM 5	Interpersonal Communication	3
A2 Written Communication		
ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
A3 Critical Thinking		
ENG 1B*	Principles of Composition II	3
Or		
ENG 1BH*	Honors Principles of Composition II	3
ENG 70*	Reasoning and College Reading	3
PHIL 12*	Introduction to Logic	3
COMM 2*	Persuasion	3
COMM 3*	Argumentation and Debate	3

Area B: Scientific Inquiry and Quantitative Reasoning – 9 units required. Complete one course from Area B1 and one course from Area B2. One course must have a laboratory. #denotes laboratory courses. Complete one Math course from Area B4.

B1 Physical Science		
ASTR 20	General Astronomy	3
ASTR 20	General Astronomy	3
And		
ASTR 25*#	Observational Astronomy	3
ASTR 21	The Solar System	3
CHEM 1A*#	General Chemistry	5
CHEM 1B*#	General Chemistry	5
CHEM 2*#	General Chemistry Principles	2
CHEM 3*#	Fundamental Chemistry	4
CHEM 12A*#	Organic Chemistry	5
CHEM 12B*#	Organic Chemistry	5
CHEM 13*	Organic Chemistry Principles	3
CHEM 108#	Introduction to General, Organic, and Biochemistry	4
ENV 23#	Environmental Geology	4

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2019-2020

GEOG 1	Physical Geography	3	GEOG 1	Physical Geography	3
Or			Or		
GEOG 1H	Honors Physical Geography	3	GEOG 1H	Honors Physical Geography	3
GEOG 1	Physical Geography	3	GEOG 1	Physical Geography	3
And			And		
GEOG 1L*#	Physical Geography Laboratory	1	GEOG 1L*#	Physical Geography Laboratory	1
GEOL 1#	Introduction to Physical Geology	4	GEOL 1#	Introduction to Physical Geology	4
GEOL 2*#	Historical Geology	4	GEOL 2*#	Historical Geology	4
GEOL 3	Geology of California	3	GEOL 3	Geology of California	3
GEOL 4	Natural Disasters	3	GEOL 4	Natural Disasters	3
GEOL 7	Weather and Climate	3	GEOL 7	Weather and Climate	3
GEOL 20#	Introduction to Earth Science	4	GEOL 20#	Introduction to Earth Science	4
GEOL 21	The Solar System	3	GEOL 21	The Solar System	3
GEOL 23#	Environmental Geology	4	GEOL 23#	Environmental Geology	4
MS 4#	Southern California Coastal Ecology	4	MS 4#	Southern California Coastal Ecology	4
MS 20#	Introduction to Oceanography	4	MS 20#	Introduction to Oceanography	4
PHYS 1A*#	Physics with Calculus for Chemistry and Life Sciences I	4	PHYS 1A*#	Physics with Calculus for Chemistry and Life Sciences I	4
PHYS 1B*#	Physics with Calculus for Chemistry and Life Sciences II	4	PHYS 1B*#	Physics with Calculus for Chemistry and Life Sciences II	4
PHYS 2A*#	Introduction to Physics	5	PHYS 2A*#	Introduction to Physics	5
PHYS 2B*#	Introduction to Physics	5	PHYS 2B*#	Introduction to Physics	5
PHYS 4A*#	General Physics	5	PHYS 4A*#	General Physics	5
PHYS 4B*#	General Physics	5	PHYS 4B*#	General Physics	5
PHYS 4C*#	General Physics	5	PHYS 4C*#	General Physics	5
PHYS 20#	The Ideas and Events of Physics	4	PHYS 20#	The Ideas and Events of Physics	4
B2 Biological Science			B2 Biological Science		
ANTH 1	Biological Anthropology	3	ANTH 1	Biological Anthropology	3
Or			Or		
ANTH 1H	Honors Biological Anthropology	3	ANTH 1H	Honors Biological Anthropology	3
ANTH 1	Biological Anthropology	3	ANTH 1	Biological Anthropology	3
And			And		
ANTH 1L*#	Biological Anthropology Laboratory	1	ANTH 1L*#	Biological Anthropology Laboratory	1
BIO 3A*#	General Biology I	5	BIO 3A*#	General Biology I	5
Or			Or		
BIO 3AH*#	Honors General Biology I	5	BIO 3AH*#	Honors General Biology I	5
BIO 3B*#	General Biology II	5	BIO 3B*#	General Biology II	5
Or			Or		
BIO 3BH*#	Honors General Biology II	5	BIO 3BH*#	Honors General Biology II	5
BIO 3C*#	Biochemistry and Molecular Biology	5	BIO 3C*#	Biochemistry and Molecular Biology	5
BIO 4A*#	Principles of Cellular Biology	4	BIO 4A*#	Principles of Cellular Biology	4
BIO 4B*#	Principles of Organismal Biology	4	BIO 4B*#	Principles of Organismal Biology	4
BIO 11*#	Human Anatomy	4	BIO 11*#	Human Anatomy	4
BIO 12*#	Human Physiology	4	BIO 12*#	Human Physiology	4
BIO 15*#	General Microbiology	5	BIO 15*#	General Microbiology	5
BIO 19#	Marine Biology	4	BIO 19#	Marine Biology	4
BIO 20#	Introduction to Biology	4	BIO 20#	Introduction to Biology	4
BIO 22*	Human Genetics	3	BIO 22*	Human Genetics	3
BIO 28*	Plants and Human Affairs	3	BIO 28*	Plants and Human Affairs	3
BIO 30*	Human Biology	3	BIO 30*	Human Biology	3
BIO 31*#	Biology of Plants	4	BIO 31*#	Biology of Plants	4
BIO 40	Evolution	3	BIO 40	Evolution	3
BIO 43*	Animal Behavior	3	BIO 43*	Animal Behavior	3
BIO 113#	Human Anatomy and Physiology	4	BIO 113#	Human Anatomy and Physiology	4
ENV 18#	Introduction to Ecology	4	ENV 18#	Introduction to Ecology	4
ENV 24#	Natural History of California	4	ENV 24#	Natural History of California	4
HORT 20#	Introduction to Horticultural Science	4	HORT 20#	Introduction to Horticultural Science	4
PSYC 3*	Biological Psychology	4	PSYC 3*	Biological Psychology	4
B4 Mathematics			B4 Mathematics		
MATH 2*	Pre-Calculus Mathematics	5	MATH 2*	Pre-Calculus Mathematics	5
MATH 3A*	Analytic Geometry and Calculus	5	MATH 3A*	Analytic Geometry and Calculus	5
Or			Or		
MATH 3AH*	Honors Analytic Geometry and Calculus	5	MATH 3AH*	Honors Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5	MATH 3B*	Analytic Geometry and Calculus	5
MATH 3C*	Analytic Geometry and Calculus	5	MATH 3C*	Analytic Geometry and Calculus	5
MATH 7*	College Algebra	5	MATH 7*	College Algebra	5

SADDLEBACK COLLEGE
REVISED PROGRAMS
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MATH 8*	College Algebra for Brief Calculus	5	MATH 8*	College Algebra for Brief Calculus	5
MATH 10*	Introduction to Statistics	3	MATH 10*	Introduction to Statistics	3
MATH 11*	A Brief Course in Calculus	5	MATH 11*	A Brief Course in Calculus	5
MATH 14*	Mathematics for Elementary School Teachers	4	MATH 14*	Mathematics for Elementary School Teachers	4
MATH 24*	Elementary Differential Equations	4	MATH 24*	Elementary Differential Equations	4
MATH 26*	Introduction to Linear Algebra	4	MATH 26*	Introduction to Linear Algebra	4
MATH 103*	Mathematical Ideas	3	MATH 103*	Mathematical Ideas	3
MATH 124*	Trigonometry	3	MATH 124*	Trigonometry	3
PSYC 44*	Statistics for the Behavioral Sciences	3	PSYC 44*	Statistics for the Behavioral Sciences	3
Area C: Arts and Humanities 9 units required. Complete one Course from Area C1 and one course from Area C2. Complete a third course from either Area.			Area C: Arts and Humanities 9 units required. Complete one Course from Area C1 and one course from Area C2. Complete a third course from either Area.		
C1Arts			C1Arts		
ARCH 12	History of Architecture	3	ARCH 12	History of Architecture	3
ART 4	Fundamentals of Arts	3	ART 4	Fundamentals of Arts	3
ARTH 20	Art Appreciation	3	ARTH 20	Art Appreciation	3
ARTH 21	Women and Art	3	ARTH 21	Women and Art	3
ARTH 22	Survey of Asian Art	3	ARTH 22	Survey of Asian Art	3
ARTH 23	African, Oceanic, and Ancient North American Art	3	ARTH 23	African, Oceanic, and Ancient North American Art	3
ARTH 24	Indigenous Arts of the Americas	3	ARTH 24	Indigenous Arts of the Americas	3
ARTH 25	Survey of Art History – Ancient Worlds to Gothic	3	ARTH 25	Survey of Art History – Ancient Worlds to Gothic	3
ARTH 26*	Survey of Western Art History – Renaissance to Contemporary	3	ARTH 26*	Survey of Western Art History – Renaissance to Contemporary	3
ARTH 27	History of American Art	3	ARTH 27	History of American Art	3
ARTH 29	Introduction to World Art	3	ARTH 29	Introduction to World Art	3
ARTH 30	History of Modern Art 1825-1945	3	ARTH 30	History of Modern Art 1825-1945	3
ARTH 32	Survey of Contemporary Art	3	ARTH 32	Survey of Contemporary Art	3
COMM 32*	Interpreters' Theatre	3	COMM 32*	Interpreters' Theatre	3
CTVR 2	History and Appreciation of Television Broadcasting	3	CTVR 2	History and Appreciation of Television Broadcasting	3
CTVR 3	History and Appreciation of American Cinema	3	CTVR 3	History and Appreciation of American Cinema	3
CTVR 5	History and Appreciation of International Cinema	3	CTVR 5	History and Appreciation of International Cinema	3
CTVR 7	Cross Cultural Cinema	3	CTVR 7	Cross Cultural Cinema	3
CTVR 9	Women in Cinema and Television	3	CTVR 9	Women in Cinema and Television	3
DANC 64	History of Dance	3	DANC 64	History of Dance	3
DANC 74	Multicultural Dance History in the United States	3	DANC 74	Multicultural Dance History in the United States	3
FA 27	Introduction to Fine Arts	3	FA 27	Introduction to Fine Arts	3
FASH 144	Fashion Trends and Cultural Costumes	3	FASH 144	Fashion Trends and Cultural Costumes	3
GD 1	History of Animation	3	GD 1	History of Animation	3
GD 2	History of Graphic Design	3	GD 2	History of Graphic Design	3
HORT 115	History of Landscape Design	3	HORT 115	History of Landscape Design	3
ID 110	Fundamentals of Interior Design	3	ID 110	Fundamentals of Interior Design	3
ID 122	History of Interior Architecture and Furnishings I	3	ID 122	History of Interior Architecture and Furnishings I	3
ID 125	History of Interior Architecture and Furnishings II	3	ID 125	History of Interior Architecture and Furnishings II	3
MUS 1	The Basic of Music	3	MUS 1	The Basic of Music	3
MUS 20	Music Appreciation	3	MUS 20	Music Appreciation	3
MUS 23	Introduction to World Music	3	MUS 23	Introduction to World Music	3
MUS 24	Music since 1900	3	MUS 24	Music since 1900	3
MUS 27	History of Jazz	3	MUS 27	History of Jazz	3
MUS 28	History of Rock	3	MUS 28	History of Rock	3
MUS 32*	Singing Society	2	MUS 32*	Singing Society	2
MUS 33*	Masterworks Chorale	2	MUS 33*	Masterworks Chorale	2
MUS 34*	Early Music Ensemble	2	MUS 34*	Early Music Ensemble	2
MUS 35*	Contemporary Choir	2	MUS 35*	Contemporary Choir	2
MUS 47*	Saddleback College Big Band	2	MUS 47*	Saddleback College Big Band	2
PHOT 25	History of Photography	3	PHOT 25	History of Photography	3
TA 10	Musical Theatre Techniques	3	TA 10	Musical Theatre Techniques	3
TA 11	Stage Movement	3	TA 11	Stage Movement	3
TA 20	Theatre Appreciation	3	TA 20	Theatre Appreciation	3
TA 22	Musical Theatre History and Appreciation	3	TA 22	Musical Theatre History and Appreciation	3

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2019-2020

TA 25	Theatre History – Primitive to Renaissance	3	TA 25	Theatre History – Primitive to Renaissance	3
TA 26	Theatre History – Renaissance to Contemporary	3	TA 110	Chicana(o) Latina(o) Theatre	3
TA 110	Chicana(o) Latina(o) Theatre	3			
C2 Humanities			C2 Humanities		
ARAB 1*	Elementary Arabic	5	ARAB 1*	Elementary Arabic	5
ARAB 2*	Elementary Arabic	5	ARAB 2*	Elementary Arabic	5
ARAB 3*	Intermediate Arabic	5	ARAB 3*	Intermediate Arabic	5
ARAB 4*	Intermediate Arabic	5	ARAB 4*	Intermediate Arabic	5
ARAB 10*	Intermediate Conversational Arabic	3	ARAB 10*	Intermediate Conversational Arabic	3
ARAB 21	Introduction to Arabic Culture	3	ARAB 21	Introduction to Arabic Culture	3
CHI 1*	Elementary Chinese	5	CHI 1*	Elementary Chinese	5
CHI 2*	Elementary Chinese	5	CHI 2*	Elementary Chinese	5
CHI 3*	Intermediate Chinese	5	CHI 3*	Intermediate Chinese	5
CHI 4*	Intermediate Chinese	5	CHI 4*	Intermediate Chinese	5
CHI 21*	Introduction to Chinese Culture and Influence in the U.S.	3	CHI 21*	Introduction to Chinese Culture and Influence in the U.S.	3
COMM 30	Introduction to Oral Interpretation	3	COMM 30	Introduction to Oral Interpretation	3
ENG 3*	Introduction to Creative Writing	3	ENG 3*	Introduction to Creative Writing	3
ENG 4*	Fiction Fundamentals	3	ENG 4*	Fiction Fundamentals	3
ENG 15A*	Survey of American Literature – 1620-1860	3	ENG 15A*	Survey of American Literature – 1620-1860	3
ENG 15B*	Survey of American Literature – 1860-Contemporary	3	ENG 15B*	Survey of American Literature – 1860-Contemporary	3
ENG 17A*	Survey of English Literature – Beowulf to Romantic Movement	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 17B*	Survey of English Lit – Romantic Movement to the Present	3
ENG 18*	Shakespeare – The Tragedies	3	ENG 18*	Shakespeare – The Tragedies	3
ENG 19*	Shakespeare – The Comedies	3	ENG 19*	Shakespeare – The Comedies	3
ENG 21A*	World Literature – Ancient to 17 th Century	3	ENG 21A*	World Literature – Ancient to 17 th Century	3
ENG 21B*	World Literature – 17 th Century to Modern Period	3	ENG 21B*	World Literature – 17 th Century to Modern Period	3
ENG 22*	Introduction to Shakespeare	3	ENG 22*	Introduction to Shakespeare	3
ENG 24*	Ethnic Voices in Literature – The American Experience	3	ENG 24*	Ethnic Voices in Literature – The American Experience	3
ENG 25*	Introduction to Literature	3	ENG 25*	Introduction to Literature	3
ENG 27A*	Introduction to the Novel	3	ENG 27A*	Introduction to the Novel	3
Or			Or		
ENG 27AH*	Honors Introduction to the Novel	3	ENG 27AH*	Honors Introduction to the Novel	3
ENG 44*	Classical Mythology	3	ENG 44*	Classical Mythology	3
ENG 52*	The Film as Literature	3	ENG 52*	The Film as Literature	3
ENG 142*	Children's Literature	3	ENG 142*	Children's Literature	3
FR 1*	Elementary French	5	FR 1*	Elementary French	5
FR 2*	Elementary French	5	FR 2*	Elementary French	5
FR 3*	Intermediate French	5	FR 3*	Intermediate French	5
FR 4*	Intermediate French	5	FR 4*	Intermediate French	5
FR 10*	Intermediate Conversational French	3	FR 10*	Intermediate Conversational French	3
FR 21*	Introduction to French Language and Culture	3	FR 21*	Introduction to French Language and Culture	3
GER 1*	Elementary German	5	GER 1*	Elementary German	5
GER 2*	Elementary German	5	GER 2*	Elementary German	5
GER 3*	Intermediate German	5	GER 3*	Intermediate German	5
GER 4*	Intermediate German	5	GER 4*	Intermediate German	5
HEBR 1*	Elementary Hebrew	5	HEBR 1*	Elementary Hebrew	5
HEBR 2*	Elementary Hebrew	5	HEBR 2*	Elementary Hebrew	5
HEBR 3*	Intermediate Hebrew	5	HEBR 3*	Intermediate Hebrew	5
HIST 4	World History to 1500	3	HIST 4	World History to 1500	3
HIST 5	World History since 1500	3	HIST 5	World History since 1500	3
HIST 16	History of the United States to 1876	3	HIST 16	History of the United States to 1876	3
HIST 17	History of the United States since 1876	3	HIST 17	History of the United States since 1876	3
HON 11H*	Honors Culture, Science, Society – The Renaissance	3	HON 11H*	Honors Culture, Science, Society – The Renaissance	3
HON 12H*	Honors Culture, Science, Society – The Post-Modern World	3	HON 12H*	Honors Culture, Science, Society – The Post-Modern World	3
HON 13H*	Honors Culture, Science, Society – Power, Resistance, Empire	3	HON 13H*	Honors Culture, Science, Society – Power, Resistance, Empire	3

SADDLEBACK COLLEGE
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HON 14H*	Honors Culture, Science, Society – Trans-Formation of Empire	3	HON 14H*	Honors Culture, Science, Society – Trans-Formation of Empire	3
HON 15H*	Honors Culture, Science, Society – From Philosophy to Science	3	HON 15H*	Honors Culture, Science, Society – From Philosophy to Science	3
HON 16H*	Honors Culture, Science, Society – Natural And Social Science	3	HON 16H*	Honors Culture, Science, Society – Natural And Social Science	3
HUM 1*	Introduction to Humanities	3	HUM 1*	Introduction to Humanities	3
HUM 2*	Origins of Western Culture in Literature	3	HUM 2*	Origins of Western Culture in Literature	3
HUM 3*	The Culture of Medieval and Renaissance Europe	3	HUM 3*	The Culture of Medieval and Renaissance Europe	3
HUM 21*	The Search for Meaning – Ideas of Self Across Cultures	3	HUM 21*	The Search for Meaning – Ideas of Self Across Cultures	3
HUM 25*	Planet Earth – Contemporary Issues and Controversies	3	HUM 25*	Planet Earth – Contemporary Issues and Controversies	3
HUM 30BH*	Honors Culture, Science, Society B-Power, Resistance, Empire	3	HUM 30BH*	Honors Culture, Science, Society B-Power, Resistance, Empire	3
HUM 30CH*	Honors Culture, Science, Society C – Nature & Politics I3		HUM 30CH*	Honors Culture, Science, Society C – Nature & Politics I3	
HUM 31BH*	Honors Culture, Science, Society B-Transformation of Empire	3	HUM 31BH*	Honors Culture, Science, Society B-Transformation of Empire	3
HUM 31CH*	Honors Culture, Science, Society C – Nature & Politics II	3	HUM 31CH*	Honors Culture, Science, Society C – Nature & Politics II	3
ITA 1*	Elementary Italian	5	ITA 1*	Elementary Italian	5
ITA 2*	Elementary Italian	5	ITA 2*	Elementary Italian	5
ITA 3*	Intermediate Italian	5	ITA 3*	Intermediate Italian	5
ITA 4*	Intermediate Italian	5	ITA 4*	Intermediate Italian	5
ITA 21*	Introduction to Italian Culture	3	ITA 21*	Introduction to Italian Culture	3
JA 1*	Elementary Japanese	5	JA 1*	Elementary Japanese	5
JA 2*	Elementary Japanese	5	JA 2*	Elementary Japanese	5
JA 3*	Intermediate Japanese	5	JA 3*	Intermediate Japanese	5
JA 4*	Intermediate Japanese	5	JA 4*	Intermediate Japanese	5
JA 21*	Introduction to Japanese Culture	3	JA 21*	Introduction to Japanese Culture	3
KOR 1*	Elementary Korean	5	KOR 1*	Elementary Korean	5
KOR 2*	Elementary Korean	5	KOR 2*	Elementary Korean	5
KOR 3*	Intermediate Korean	5	KOR 3*	Intermediate Korean	5
KOR 4*	Intermediate Korean	5	KOR 4*	Intermediate Korean	5
KOR 21*	Introduction to Korean Culture	3	KOR 21*	Introduction to Korean Culture	3
PHIL 1*	Introduction to Philosophy	3	PHIL 1*	Introduction to Philosophy	3
Or			Or		
PHIL 1H*	Honors Introduction to Philosophy	3	PHIL 1H*	Honors Introduction to Philosophy	3
PHIL 2*	History of Ancient Philosophy	3	PHIL 2*	History of Ancient Philosophy	3
PHIL 5*	History of Modern Philosophy		PHIL 5*	History of Modern Philosophy	
PHIL 10*	World Religions	3	PHIL 10*	World Religions	3
PHIL 14*	Philosophy of Religion	3	PHIL 14*	Philosophy of Religion	3
PHIL 15*	Introduction to Ethics	3	PHIL 15*	Introduction to Ethics	3
PORT 1*	Elementary Portuguese	5	PORT 1*	Elementary Portuguese	5
PORT 2*	Elementary Portuguese	5	PORT 2*	Elementary Portuguese	5
PORT 3*	Intermediate Portuguese	5	PORT 3*	Intermediate Portuguese	5
PORT 4*	Intermediate Portuguese	5	PORT 4*	Intermediate Portuguese	5
PORT 21	Introduction to Portuguese and Brazilian Culture	3	PORT 21	Introduction to Portuguese and Brazilian Culture	3
PRSN 1*	Elementary Persian	5	PRSN 1*	Elementary Persian	5
PRSN 2*	Elementary Persian	5	PRSN 2*	Elementary Persian	5
PRSN 3*	Intermediate Persian	5	PRSN 3*	Intermediate Persian	5
PRSN 4*	Intermediate Persian	5	PRSN 4*	Intermediate Persian	5
PRSN 21*	Introduction to Persian Culture	3	PRSN 21*	Introduction to Persian Culture	3
SL 1*	American Sign Language I	4	SL 1*	American Sign Language I	4
SL 2*	American Sign Language II	4	SL 2*	American Sign Language II	4
SL 3*	American Sign Language III	4	SL 3*	American Sign Language III	4
SL 4*	American Sign Language IV	4	SL 4*	American Sign Language IV	4
SPAN 1*	Elementary Spanish	5	SPAN 1*	Elementary Spanish	5
Or			Or		
SPAN 1H*	Honors Elementary Spanish	5	SPAN 1H*	Honors Elementary Spanish	5
SPAN 2*	Elementary Spanish	5	SPAN 2*	Elementary Spanish	5
Or			Or		
SPAN 2H*	Honors Elementary Spanish	5	SPAN 2H*	Honors Elementary Spanish	5

SADDLEBACK COLLEGE
REVISED PROGRAMS
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SPAN 3	Intermediate Spanish	5
SPAN 4*	Intermediate Spanish	5
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 11*	Advanced Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America through 1900	3
SPAN 21B*	Civilization of Latin America 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

Area D: Social Sciences 9 units required.

Choose three courses from a least two different subjects

ANTH 2	Cultural Anthropology	3
Or		
ANTH 2H	Honors Cultural Anthropology	3
ANTH 3*	Culture and Language	3
ANTH 4	Native American Cultures	3
ANTH 5	Anthropology of Latin America-Culture, Identity, and Power	3
ANTH 6*	Global Issues in Anthropological Perspective	3
ANTH 8	World Prehistory	3
ANTH 9	Introduction to Archaeology	3
ANTH 10	Celtic Cultures	3
ANTH 13	Magic, Witchcraft, and Religion	3
ANTH 15	The World of Primates	3
ANTH 17	The Biological Evolution of Human Nature	3
ANTH 21	Women, Gender, and Culture - Cross-Cultural Perspectives	3
CDE 7*	Child Growth and Development	3
Or		
CDE 7H*	Honors Child Growth and Development	3
CDE 15*	Child, Family, and Community	3
COMM 20	Intercultural Communication	3
CTVR 1	Mass Media and Society	3
ECON 2*	Principles (MACRO)	3
Or		
ECON 2H*	Honors Principles of Macroeconomics	3
ECON 4	Principles (MICRO)	3
Or		
ECON 4H*	Honors Principles of Microeconomics	3
ECON 11	International Political Economy	3
ECON 20	The American Economy	3
ENV 1	Introduction to Environmental Studies	3
ENV 6*	Scarcity and Environment	3
ES 1	Multicultural Experiences in the United States	3
ES 3	Introduction to Chicana(o) and Latina(o) Cultures	3
GEOG 2	Cultural Geography	3
Or		
GEOG 2H	Honors Cultural Geography	3
GEOG 3	World Regional Geography	3
GEOG 38	California Geography	3
GLST 1*	Introduction to Global Studies	3
GLST 2*	Global Issues	3
HIST 11	Perspectives of Peace Studies	3
HIST 12	Revolutions and Revolts	3
HIST 15	The Vietnam War	3
HIST 16	History of the United States to 1876	3
HIST 17	History of the United States since 1876	3
HIST 19	United States since 1945	3

SPAN 3	Intermediate Spanish	5
SPAN 4*	Intermediate Spanish	5
SPAN 10*	Intermediate Conversational Spanish	3
SPAN 11*	Advanced Conversational Spanish	3
SPAN 20A*	Civilization of Spain through 1898	3
SPAN 20B*	Civilization of Spain 1898 to Present	3
SPAN 21A*	Civilization of Latin America through 1900	3
SPAN 21B*	Civilization of Latin America 1900-Present	3
SPAN 21C*	Hispanic Culture and Literature in the United States	3

Area D: Social Sciences 9 units required.

Choose three courses from a least two different subjects

ANTH 2	Cultural Anthropology	3
Or		
ANTH 2H	Honors Cultural Anthropology	3
ANTH 3*	Culture and Language	3
ANTH 4	Native American Cultures	3
ANTH 5	Anthropology of Latin America-Culture, Identity, and Power	3
ANTH 6*	Global Issues in Anthropological Perspective	3
ANTH 8	World Prehistory	3
ANTH 9	Introduction to Archaeology	3
ANTH 10	Celtic Cultures	3
ANTH 13	Magic, Witchcraft, and Religion	3
ANTH 15	The World of Primates	3
ANTH 17	The Biological Evolution of Human Nature	3
ANTH 21	Women, Gender, and Culture - Cross-Cultural Perspectives	3
CDE 7*	Child Growth and Development	3
Or		
CDE 7H*	Honors Child Growth and Development	3
CDE 15*	Child, Family, and Community	3
COMM 20	Intercultural Communication	3
CTVR 1	Mass Media and Society	3
ECON 2*	Principles (MACRO)	3
Or		
ECON 2H*	Honors Principles of Macroeconomics	3
ECON 4	Principles (MICRO)	3
Or		
ECON 4H*	Honors Principles of Microeconomics	3
ECON 11	International Political Economy	3
ECON 20	The American Economy	3
ENV 1	Introduction to Environmental Studies	3
ENV 6*	Scarcity and Environment	3
ES 1	Multicultural Experiences in the United States	3
ES 3	Introduction to Chicana(o) and Latina(o) Cultures	3
GEOG 2	Cultural Geography	3
Or		
GEOG 2H	Honors Cultural Geography	3
GEOG 3	World Regional Geography	3
GEOG 38	California Geography	3
GLST 1*	Introduction to Global Studies	3
GLST 2*	Global Issues	3
HIST 11	Perspectives of Peace Studies	3
HIST 12	Revolutions and Revolts	3
HIST 15	The Vietnam War	3
HIST 16	History of the United States to 1876	3
HIST 17	History of the United States since 1876	3
HIST 19	United States since 1945	3

SADDLEBACK COLLEGE
REVISED PROGRAMS
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HIST 20	Ethnic Cultures of the United States	3	HIST 20	Ethnic Cultures of the United States	3
HIST 21	Women in United States History – A Multi-Cultural Perspective	3	HIST 21	Women in United States History – A Multi-Cultural Perspective	3
HIST 22	Survey of United States History	3	HIST 22	Survey of United States History	3
HIST 27	Latin America – Pre-European to Independent Nationhood	3	HIST 27	Latin America – Pre-European to Independent Nationhood	3
HIST 28	Latin America – 1800 to the Present	3	HIST 28	Latin America – 1800 to the Present	3
HIST 29	Film and History in Latin America	3	HIST 29	Film and History in Latin America	3
HIST 30	History of Mexico	3	HIST 30	History of Mexico	3
HIST 32	California History	3	HIST 32	California History	3
HIST 33	Chicano – Latino American History	3	HIST 33	Chicano – Latino American History	3
HIST 62	European History to 1650	3	HIST 62	European History to 1650	3
HIST 63	European History since 1650	3	HIST 63	European History since 1650	3
HIST 70	History of Asia to 1800	3	HIST 70	History of Asia to 1800	3
HIST 71	History of Asia since 1800	3	HIST 71	History of Asia since 1800	3
HIST 72	History of China	3	HIST 72	History of China	3
HIST 74	History of the Middle East to 1800	3	HIST 74	History of the Middle East to 1800	3
HIST 75	History of the Modern Middle East	3	HIST 75	History of the Modern Middle East	3
HIST 80	Introduction to Contemporary Africa	3	HIST 80	Introduction to Contemporary Africa	3
HIST 81	African American History	3	HIST 81	African American History	3
HS 100*	Introduction to Human Services	3	HS 100*	Introduction to Human Services	3
HS 120*	Human Development in the Social Environment	3	HS 120*	Human Development in the Social Environment	3
JRN 1	Mass Media and Society	3	JRN 1	Mass Media and Society	3
PS 1	American Government	3	PS 1	American Government	3
Or			Or		
PS 1H	Honors American Government	3	PS 1H	Honors American Government	3
PS 4	Introduction to Political Science	3	PS 4	Introduction to Political Science	3
PS 10H	Honors Political Theory	3	PS 10H	Honors Political Theory	3
PS 11	International Political Economy	3	PS 11	International Political Economy	3
PS 12	Comparative Politics and Government	3	PS 12	Comparative Politics and Government	3
PS 14	International Relations	3	PS 14	International Relations	3
PS 80	Introduction to Contemporary Africa	3	PS 80	Introduction to Contemporary Africa	3
PSYC 1	Introduction to Psychology	3	PSYC 1	Introduction to Psychology	3
Or			Or		
PSYC 1H	Honors Introduction to Psychology	3	PSYC 1H	Honors Introduction to Psychology	3
PSYC 2*	Research Methods in Psychology	3	PSYC 2*	Research Methods in Psychology	3
Or			Or		
PSYC 2H*	Honors Research Methods in Psychology	3	PSYC 2H*	Honors Research Methods in Psychology	3
PSYC 4	Introduction to Cognitive Psychology	3	PSYC 4	Introduction to Cognitive Psychology	3
PSYC 5*	Psychological Aspects of Human Sexuality	3	PSYC 5*	Psychological Aspects of Human Sexuality	3
PSYC 7*	Developmental Psychology – Childhood through Adolescence	3	PSYC 7*	Developmental Psychology – Childhood through Adolescence	3
PSYC 16*	Introduction to Cross-Culture Psychology	3	PSYC 16*	Introduction to Cross-Culture Psychology	3
PSYC 21	The Psychology of Women	3	PSYC 21	The Psychology of Women	3
PSYC 30*	Social Psychology	3	PSYC 30*	Social Psychology	3
PSYC 33	Psychology of Adjustment	3	PSYC 33	Psychology of Adjustment	3
PSYC 37*	Abnormal Behavior	3	PSYC 37*	Abnormal Behavior	3
PSYC 125*	Psychology of Aging	3	PSYC 125*	Psychology of Aging	3
SOC 1	Introduction of Sociology	3	SOC 1	Introduction of Sociology	3
SOC 2	Social Problems	3	SOC 2	Social Problems	3
SOC 6	Introduction to Asian Cultures in the United States	3	SOC 6	Introduction to Asian Cultures in the United States	3
SOC 10	Introduction to Marriage and the Family	3	SOC 10	Introduction to Marriage and the Family	3
SOC 15*	Socialization of the Child	3	SOC 15*	Socialization of the Child	3
SOC 20	Ethnic Cultures of the United States	3	SOC 20	Ethnic Cultures of the United States	3
SOC 21	Women in Contemporary Society	3	SOC 21	Women in Contemporary Society	3
SOC 23	Food and Society	3	SOC 23	Food and Society	3
SOC 25	Social Stratification	3	SOC 25	Social Stratification	3
SOC 30*	Social Psychology	3	SOC 30*	Social Psychology	3
SOC 125	Sociology of Aging	3	SOC 125	Sociology of Aging	3
WS 10	Introduction to Women's Studies	3	WS 10	Introduction to Women's Studies	3
Or			Or		
WS 10H	Honors Intro to Women's Studies	3	WS 10H	Honors Intro to Women's Studies	3
WS 11H	Honors Introduction to Feminist Theory	3	WS 11H	Honors Introduction to Feminist Theory	3

SADDLEBACK COLLEGE
REVISED PROGRAMS
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WS 15	Introduction to Queer Studies	3	WS 15	Introduction to Queer Studies	3
WS 31	Gender and Popular Culture	3	WS 31	Gender and Popular Culture	3
AREA E: Lifelong Understanding and Self-Development 3 units required. A maximum of 2 units is permitted for activity course in DANC/KNES/KNEA/PE			AREA E: Lifelong Understanding and Self-Development 3 units required. A maximum of 2 units is permitted for activity course in DANC/KNES/KNEA/PE		
BUS 16	Personal Law, Street Law	3	BUS 16	Personal Law, Street Law	3
CDE 7*	Child Growth and Development	3	CDE 7*	Child Growth and Development	3
Or			Or		
CDE 7H*	Honors Child Growth and Development	3	CDE 7H*	Honors Child Growth and Development	3
COUN 140	Educational and Vocational Planning	3	COUN 140	Educational and Vocational Planning	3
COUN 150	Helping Relationships	3	COUN 150	Helping Relationships	3
COUN 151	Human Relationships	3	COUN 151	Human Relationships	3
COUN 160	Career and Vocational Exploration	3	COUN 160	Career and Vocational Exploration	3
DANC 38*	Intermediate Mat Pilates	1	DANC 38*	Intermediate Mat Pilates	1
DANC 38*	Intermediate Mat Pilates	1.5	DANC 38*	Intermediate Mat Pilates	1.5
DANC 51	Introduction to Ballet	1	DANC 51	Introduction to Ballet	1
DANC 51	Introduction to Ballet	1.5	DANC 51	Introduction to Ballet	1.5
DANC 52	Ballet Dancing Level I	1	DANC 52	Ballet Dancing Level I	1
DANC 52	Ballet Dancing Level I	1.5	DANC 52	Ballet Dancing Level I	1.5
DANC 53*	Intermediate Ballet	1	DANC 53*	Intermediate Ballet	1
DANC 53*	Intermediate Ballet	1.5	DANC 53*	Intermediate Ballet	1.5
DANC 54	Introduction to Modern Dance	1	DANC 54	Introduction to Modern Dance	1
DANC 54	Introduction to Modern Dance	1.5	DANC 54	Introduction to Modern Dance	1.5
DANC 55*	Modern Dance Level I	1	DANC 55*	Modern Dance Level I	1
DANC 55*	Modern Dance Level I	1.5	DANC 55*	Modern Dance Level I	1.5
DANC 56*	Intermediate Modern Dance	1	DANC 56*	Intermediate Modern Dance	1
DANC 56*	Intermediate Modern Dance	1.5	DANC 56*	Intermediate Modern Dance	1.5
DANC 57	Introduction to Jazz Dancing	1	DANC 57	Introduction to Jazz Dancing	1
DANC 57	Introduction to Jazz Dancing	1.5	DANC 57	Introduction to Jazz Dancing	1.5
DANC 58	Jazz Dancing Level I	1	DANC 58	Jazz Dancing Level I	1
DANC 58	Jazz Dancing Level I	1.5	DANC 58	Jazz Dancing Level I	1.5
DANC 59*	Intermediate Jazz Dancing	1	DANC 59*	Intermediate Jazz Dancing	1
DANC 59*	Intermediate Jazz Dancing	1.5	DANC 59*	Intermediate Jazz Dancing	1.5
DANC 60	Introduction to Tap Dancing	1	DANC 60	Introduction to Tap Dancing	1
DANC 61	Tap Dancing Level I	1	DANC 61	Tap Dancing Level I	1
DANC 62*	Intermediate Tap Dancing	1	DANC 62*	Intermediate Tap Dancing	1
DANC 63	Exercise for Dancers	1	DANC 63	Exercise for Dancers	1
FASH 141	Apparel Selection	3	FASH 141	Apparel Selection	3
FCS 115	Consumer Issues	3	FCS 115	Consumer Issues	3
FCS142	Life Management	3	FCS142	Life Management	3
FN 50	Fundamentals of Nutrition	3	FN 50	Fundamentals of Nutrition	3
FN 64	Nutrition Issues and Controversies	3	FN 64	Nutrition Issues and Controversies	3
HLTH 1	Contemporary Health Issues	3	HLTH 1	Contemporary Health Issues	3
HLTH 3	Women's Health Issues	3	HLTH 3	Women's Health Issues	3
HS 175	Substance Abuse Education, Prevention, And Intervention	3	HS 175	Substance Abuse Education, Prevention, And Intervention	3
HSC 151	Intro to Therapy and Career Exploration of Rehabilitation	3	HSC 151	Intro to Therapy and Career Exploration of Rehabilitation	3
KNEA 1	Adapted Strength Training	1	KNEA 1	Adapted Strength Training	1
KNEA 1	Adapted Strength Training	1.5	KNEA 1	Adapted Strength Training	1.5
KNEA 107	Survey and Assessment of Fitness	1	KNEA 107	Survey and Assessment of Fitness	1
KNEA 151	Intro to Therapy And Career Exploration of Rehabilitation	3	KNEA 151	Intro to Therapy And Career Exploration of Rehabilitation	3
KNES 1	Cardiovascular Conditioning	1	KNES 1	Cardiovascular Conditioning	1
KNES 1	Cardiovascular Conditioning	1.5	KNES 1	Cardiovascular Conditioning	1.5
KNES 2	Strength Training	1.5	KNES 2	Strength Training	1.5
KNES 3	Circuit Weight Training	1	KNES 3	Circuit Weight Training	1
KNES 3	Circuit Weight Training	1.5	KNES 3	Circuit Weight Training	1.5
KNES 4	Beginning Weight Lifting	1	KNES 4	Beginning Weight Lifting	1
KNES 4	Beginning Weight Lifting	1.5	KNES 4	Beginning Weight Lifting	1.5
KNES 5*	Intermediate Weight Lifting	1	KNES 5*	Intermediate Weight Lifting	1
KNES 5*	Intermediate Weight Lifting	1.5	KNES 5*	Intermediate Weight Lifting	1.5

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REVISED PROGRAMS
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KNES 6*	Advanced Weight Lifting	1	KNES 6*	Advanced Weight Lifting	1
KNES 6*	Advanced Weight Lifting	1.5	KNES 6*	Advanced Weight Lifting	1.5
KNES 7	Step Training	1	KNES 7	Step Training	1
KNES 8	Beginning Cardio Kickboxing	1	KNES 8	Beginning Cardio Kickboxing	1
KNES 8	Beginning Cardio Kickboxing	1.5	KNES 8	Beginning Cardio Kickboxing	1.5
KNES 9	Stretching, Flexibility, and Conditioning	1	KNES 9	Stretching, Flexibility, and Conditioning	1
KNES 9	Stretching, Flexibility, and Conditioning	1.5	KNES 9	Stretching, Flexibility, and Conditioning	1.5
KNES 10	Cross Training	1	KNES 10	Cross Training	1
KNES 10	Cross Training	1.5	KNES 10	Cross Training	1.5
KNES 17	Beginning Bowling	1	KNES 17	Beginning Bowling	1
KNES 18*	Intermediate Bowling	1	KNES 18*	Intermediate Bowling	1
KNES 19	Beginning Cycling and Spinning	1	KNES 19	Beginning Cycling and Spinning	1
KNES 19	Beginning Cycling and Spinning	1.5	KNES 19	Beginning Cycling and Spinning	1.5
KNES 20	Beginning Golf I	1	KNES 20	Beginning Golf I	1
KNES 20	Beginning Golf I	1.5	KNES 20	Beginning Golf I	1.5
KNES 21*	Beginning Golf II	1	KNES 21*	Beginning Golf II	1
KNES 21*	Beginning Golf II	1.5	KNES 21*	Beginning Golf II	1.5
KNES 22*	Intermediate Golf	1	KNES 22*	Intermediate Golf	1
KNES 22*	Intermediate Golf	1.5	KNES 22*	Intermediate Golf	1.5
KNES 23*	Advanced Golf	1	KNES 23*	Advanced Golf	1
KNES 23*	Advanced Golf	1.5	KNES 23*	Advanced Golf	1.5
KNES 24	Beginning Tennis I	1	KNES 24	Beginning Tennis I	1
KNES 24	Beginning Tennis I	1.5	KNES 24	Beginning Tennis I	1.5
KNES 25*	Beginning Tennis II	1	KNES 25*	Beginning Tennis II	1
KNES 25*	Beginning Tennis II	1.5	KNES 25*	Beginning Tennis II	1.5
KNES 26*	Intermediate Tennis	1	KNES 26*	Intermediate Tennis	1
KNES 26*	Intermediate Tennis	1.5	KNES 26*	Intermediate Tennis	1.5
KNES 27*	Advanced Tennis	1	KNES 27*	Advanced Tennis	1
KNES 27*	Advanced Tennis	1.5	KNES 27*	Advanced Tennis	1.5
KNES 28*	Beginning Yoga	1	KNES 28*	Beginning Yoga	1
KNES 28	Beginning Yoga	1.5	KNES 28	Beginning Yoga	1.5
KNES 29	Introduction to Tai Chi Ch'uan	1	KNES 29	Introduction to Tai Chi Ch'uan	1
KNES 31	Muscle Toning for Women	1	KNES 31	Muscle Toning for Women	1
KNES 31	Muscle Toning for Women	1.5	KNES 31	Muscle Toning for Women	1.5
KNES 33*	Beginning Surfing I	1	KNES 33*	Beginning Surfing I	1
KNES 34*	Beginning Surfing II – Shortboarding	1	KNES 34*	Beginning Surfing II – Shortboarding	1
KNES 37*	Intermediate Tai Chi Ch'uan	1	KNES 37*	Intermediate Tai Chi Ch'uan	1
KNES 38*	Intermediate Mat Pilates	1	KNES 38*	Intermediate Mat Pilates	1
KNES 38*	Intermediate Mat Pilates	1.5	KNES 38*	Intermediate Mat Pilates	1.5
KNES 39*	Intermediate Yoga	1	KNES 39*	Intermediate Yoga	1
KNES 39*	Intermediate Yoga	1.5	KNES 39*	Intermediate Yoga	1.5
KNES 41	Swimming for Nonswimmers	1	KNES 41	Swimming for Nonswimmers	1
KNES 41	Swimming for Nonswimmers	1.5	KNES 41	Swimming for Nonswimmers	1.5
KNES 42*	Intermediate Swimming	1	KNES 42*	Intermediate Swimming	1
KNES 42*	Intermediate Swimming	1.5	KNES 42*	Intermediate Swimming	1.5
KNES 44*	Aquatic Conditioning	1	KNES 44*	Aquatic Conditioning	1
KNES 44*	Aquatic Conditioning	1.5	KNES 44*	Aquatic Conditioning	1.5
KNES 49	Aqua Aerobics	1	KNES 49	Aqua Aerobics	1
KNES 49	Aqua Aerobics	1.5	KNES 49	Aqua Aerobics	1.5
KNES 50	Aerobic Dance	1	KNES 50	Aerobic Dance	1
KNES 50	Aerobic Dance	1.5	KNES 50	Aerobic Dance	1.5
KNES 63	Beginning Rock Climbing	1	KNES 63	Beginning Rock Climbing	1
KNES 65	Introduction to Mat Pilates	1	KNES 65	Introduction to Mat Pilates	1
KNES 65	Introduction to Mat Pilates	1.5	KNES 65	Introduction to Mat Pilates	1.5
KNES 66	Core Training	1	KNES 66	Core Training	1
KNES 66	Core Training	1.5	KNES 66	Core Training	1.5
KNES 68	Walking for Fitness	1	KNES 68	Walking for Fitness	1
KNES 69	Trail Hiking	1	KNES 69	Trail Hiking	1
KNES 70	Basketball	1	KNES 70	Basketball	1
KNES 70	Basketball	1.5	KNES 70	Basketball	1.5
KNES 71*	Advanced Basketball	1	KNES 71*	Advanced Basketball	1
KNES 71*	Advanced Basketball	1.5	KNES 71*	Advanced Basketball	1.5
KNES 72*	Beginning Soccer	1	KNES 72*	Beginning Soccer	1
KNES 72*	Beginning Soccer	1.5	KNES 72*	Beginning Soccer	1.5

SADDLEBACK COLLEGE
REVISED PROGRAMS
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KNES 76	Beginning Volleyball	1
KNES 77*	Intermediate Volleyball	1
KNES 78*	Advanced Volleyball	1
KNES 79*	Advanced Baseball	1
KNES 81	Beginning Beach Volleyball	1
KNES 84*	Intermediate Beach Volleyball	1
KNES 88	Intermediate Rock Climbing	1
KNES 90	Beginning Self-Defense	1
KNES 91	Intermediate Self-Defense	1
KNES 93	Beginning Karate	1
KNES 94	Beginning Aikido	1
KNES 95*	Intermediate Aikido	1
KNES 97*	Intermediate Karate	1
KNES 107	Fitness Assessment and Survey	1
KNES 187	Beginning Pickleball	1
KNES 199	Street Martial Arts	1
N 161	Lifecycle 2, Growth and Development	1.5
N 165	Lifecycle 1, Fundamentals of Aging	1.5
PSYC 5*	Psychological Aspects of Human Sexuality	3
PSYC 7*	Developmental Psychology – Childhood Through Adolescence	3
PSYC 33	Psychology of Adjustment	3
SOC 126	Death and Dying	3
SOC 180	Introduction to Gerontology	3
WS 120	Women and Careers	3

Note: CSU Graduation requirement in U.S. History, Constitution, and American Ideals can be met by completing PS 1 or PS1H and one U.S. History course selected from HIST 16, 17, or 22.

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

KNES 76	Beginning Volleyball	1
KNES 77*	Intermediate Volleyball	1
KNES 78*	Advanced Volleyball	1
KNES 79*	Advanced Baseball	1
KNES 81	Beginning Beach Volleyball	1
KNES 84*	Intermediate Beach Volleyball	1
KNES 88	Intermediate Rock Climbing	1
KNES 90	Beginning Self-Defense	1
KNES 91	Intermediate Self-Defense	1
KNES 93	Beginning Karate	1
KNES 94	Beginning Aikido	1
KNES 95*	Intermediate Aikido	1
KNES 97*	Intermediate Karate	1
KNES 107	Fitness Assessment and Survey	1
KNES 187	Beginning Pickleball	1
KNES 199	Street Martial Arts	1
N 161	Lifecycle 2, Growth and Development	1.5
N 165	Lifecycle 1, Fundamentals of Aging	1.5
PSYC 5*	Psychological Aspects of Human Sexuality	3
PSYC 7*	Developmental Psychology – Childhood Through Adolescence	3
PSYC 33	Psychology of Adjustment	3
SOC 126	Death and Dying	3
SOC 180	Introduction to Gerontology	3
WS 120	Women and Careers	3

Note: CSU Graduation requirement in U.S. History, Constitution, and American Ideals can be met by completing PS 1 or PS1H and one U.S. History course selected from HIST 16, 17, or 22.

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

SADDLEBACK COLLEGE
NEW PROGRAMS
ACADEMIC YEAR 2020-2021

Current
Web and Mobile Developer Bootcamp
Certificate of Completion

The Web and Mobile Developer Bootcamp Certificate provides students with a tuition-free option to pursue an entry-level career in the very fast-growing web and mobile development area. The courses cover basic web development skills of database, SQL, JavaScript/jQuery, Adobe, web page IDEs, WordPress, HTML, Bootstrap, CSS, responsive design, and prepare individuals for entry-level IT positions. The Web and Mobile Developer Bootcamp Certificate serves as a direct gateway to multiple CIM web design, webmaster, and other IT related credit certificates. The certificate is geared to individuals looking to build skills, recently out of work IT professionals, individuals unable to afford boot camp bills, or **any** students looking to enhance a college degree with important 21st-century skills. Students who complete this certificate are also well prepared to pursue IT and Computer Science related majors.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Implement basic database SQL language fundamentals consisting of single table queries, sorting and updating data.
- Analyze database indexes, triggers, and constraints. Construct a website using Adobe Dreamweaver that contains links, HTML tags, CSS code, JavaScript, video, sound, graphics, Microsoft Word integration, tables, forms, object tag, page layout, fonts, colors and frames. This website will have RWD design features thereby supporting both desktop computers and mobile devices.
- Compose basic web and mobile programs including data types, control structures, functions, operators and events.

<i>Course ID</i>	<i>Title</i>	<i>Hours</i>
CIS 405	Workforce Preparation Database SQL	
	Zero Unit	83
CIS 415	Creating Web Pages using ADOBE, HTML, CSS and other Tools	83
CIS 460	Workforce Prep Web Development Introduction Programming	83
	Total Hours for the Certificate:	249

Revised
Web and Mobile Developer Bootcamp
Certificate of Completion

The Web and Mobile Developer Bootcamp Certificate provides students with a tuition-free option to pursue an entry-level career in the very fast-growing web and mobile development area. The courses cover basic web development skills of database, SQL, JavaScript/jQuery, Adobe, web page IDEs, WordPress, HTML, Bootstrap, CSS, responsive design, and prepare individuals for entry-level IT positions. The Web and Mobile Developer Bootcamp Certificate serves as a direct gateway to multiple CIM web design, webmaster, and other IT related credit certificates. The certificate is geared to individuals looking to build skills, recently out of work IT professionals, individuals unable to afford boot camp bills, or students looking to enhance a college degree with important 21st-century skills. Students who complete this certificate are also well prepared to pursue IT, and Computer Science related majors.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Implement basic database SQL language fundamentals consisting of single table queries, sorting and updating data.
- Analyze database indexes, triggers, and constraints. Construct a website using Adobe Dreamweaver that contains links, HTML tags, CSS code, JavaScript, video, sound, graphics, Microsoft Word integration, tables, forms, object tag, page layout, fonts, colors and frames. This website will have RWD design features thereby supporting both desktop computers and mobile devices.
- Compose basic web and mobile programs including data types, control structures, functions, operators and events.

<i>Course ID</i>	<i>Title</i>	<i>Hours</i>
CIS 405	Workforce Preparation Database SQL	83
CIS 415	Creating Web Pages using ADOBE, HTML, CSS and other Tools	83
CIS 460	Workforce Prep Web Development Introduction Programming	83
	Total Hours for the Certificate:	249

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*
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 Honarium/Travel</i>
None				

IRVINE VALLEY COLLEGE

<i>Presentation Date</i>	<i>Faculty Member Course Title/Activity</i>	<i>Speaker Name</i>	<i>Topic</i>	<i>General Fund Honarium/Travel</i>
8/13/19 5:30pm IVC PAC	Daniel de Roulet Faculty Professional Development Week	Professor Carrie Marks Sacramento City College	Non-Academic Roadblocks to Academic Success and How Professors Need to Adjust Their Teaching Strategies to Help Students Overcome These Roadblocks	\$2,100 General Fund Professional Development

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

BACKGROUND

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

STATUS

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

RECOMMENDATION

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

TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS

Trustees wishing to attend:

EVENT/LOCATION	DATE(s)*	ESTIMATED COST** (per person)	TRUSTEE REQUESTED ITEM:	TRUSTEE(S) ATTENDING
CCLC Annual Convention Riverside Convention Center Riverside, CA	11/21-11/23/19	\$1,610.00	None	

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

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

2019 Annual Convention

Exhibit B

1 of 2

Thu, Nov 21, 2019 to Sat, Nov 23, 2019

Riverside Convention Center

Schedule-at-a-glance

Schedule-at-a-glance

Schedule and topics are subject to change.

Wednesday, November 20

As Scheduled

Organization Business Meetings

12:30 p.m. – 5:00 p.m.

Policy & Procedure Subscriber Service Workshop

2:00 p.m. – 4:30 p.m.

Leadership Roundtable

Thursday, November 21

7:30 a.m. – 8:45 a.m.

Joint CCCT/CEO Board Executive Committee Meeting

8:00 a.m. – 6:00 p.m.

Convention Registration

8:00 am. – 4:00 p.m.

Organization Business Meetings, as scheduled

8:30 a.m. – 10:15 a.m.

Pre-Convention Concurrent Sessions

9:00 a.m. – 1:00 p.m.

Joint CCCT/CEO Board Meeting

9:00 a.m. – 1:30 p.m.

Consultation Council

9:00 a.m. – 1:00 p.m.

CEO Workshop (invitation only)

10:30 a.m. – 12:00 p.m.

Pre-Convention Concurrent Sessions

1:00 p.m. – 2:30 p.m.

Pre-Convention Concurrent Sessions

1:15 p.m. – 4:15 p.m.

Statewide CEOCCC Meeting (CEOs Only)

1:30 p.m. – 3:30 p.m.

Officers Nominating Committee

2:45 p.m. – 4:15 p.m.

Educational Showcase Sneak-Peek & Coffee

2:45 p.m. – 4:15 p.m.

Pre-Convention Concurrent Sessions

4:30 p.m. – 5:30 p.m.

Opening General Session

5:30 p.m. – 7:00 p.m.

Educational Showcase Opening Reception

7:00 p.m. – 9:00 p.m.

Board of Governors Reception

Friday, November 22

7:00 a.m. – 6:30 p.m.

Convention Registration

7:30 a.m. – 8:30 a.m.

Educational Showcase & Light breakfast

8:30 a.m. – 9:30 a.m.	General Session	Exhibit B
9:30 a.m. – 9:45 a.m.	Educational Showcase Coffee Break	2 of 2
9:45 a.m. – 10:45 a.m.	Concurrent Sessions	
10:45 a.m. – 11:00 a.m.	Educational Showcase Coffee Break	
11:00 a.m. – 12:00 p.m.	Concurrent Sessions	
12:00 p.m. – 12:30p.m.	Educational Showcase Closing/Prize Drawings	
12:30 p.m. – 2:15 p.m.	Luncheon and General Session	
2:30 p.m. – 3:45 p.m.	Concurrent Sessions	
3:45 p.m. – 4:00 p.m.	Coffee Break	
4:00 p.m. – 5:15 p.m.	Concurrent Sessions	
5:30 p.m. – 7:00 p.m.	Gala Reception	

Saturday, November 23

7:30 a.m. – 10:30 a.m.	Convention Registration
8:00 a.m. – 9:15 a.m.	Concurrent Sessions (Breakfast served 7:30 a.m. – 8:30 a.m.)
8:00 a.m. – 9:15 a.m.	League Board Meeting (Breakfast served 7:30 a.m. – 8:30 a.m.)
9:30 a.m. – 11:00 a.m.	Closing General Session

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Adopt Resolution No. 19-13: Appropriations Limit for FY 2019-2020 (Gann Limit)

ACTION: Approval

BACKGROUND

Pursuant to Article XIII-B of the Constitution and Chapter 1205, Statutes of 1980, all community college districts are required to calculate an annual appropriation limit ("Gann Limit"). That appropriation limit is adjusted annually for changes in price index, population, and other factors as applicable.

STATUS

In accordance with Government Code Section 7910, an appropriation limit of \$273,664,686 has been calculated for FY 2019-2020. The specific appropriations subject to the limit is \$234,539,977, well under the limit. The documentation used in determining this limit has been made available to the public in the Office of the Vice Chancellor, Business Services, for fifteen (15) days prior to the adoption of this Resolution, and is attached as EXHIBIT A.

RECOMMENDATION

The Chancellor recommends the Board of Trustees adopt Resolution 19-13 as presented in EXHIBIT B, establishing the required State constitutional appropriations limit for FY 2019-2020 for the South Orange County Community College District.

CALIFORNIA COMMUNITY COLLEGES
GANN LIMIT WORKSHEET
2019-2020 Fiscal Year

DISTRICT NAME: South Orange County Community College District

DATE: 7/15/2019

I. **2019-2020 APPROPRIATIONS LIMIT:**

A. 2018-2019 Limit		<u>\$ 266,746,834</u>
B. 2019-2020 Price factor:	1.0385	
C. Population factor:		
1. 2017-2018 Second Period Actual FTES		<u>26,747.37</u>
2. 2018-2019 Second Period Actual FTES		<u>26,423.31</u>
3. 2019-2020 Population change factor		<u>0.9879</u>
(line C.2. divided by line C.1.)		
D. 2018-2019 Limit adjusted by inflation and population factors		<u>\$ 273,664,686</u>
(line A multiplied by line B and line C.3.)		
E. Adjustments to increase limit:		
1. Transfers in of financial responsibility	\$ -	
2. Temporary voter approved increases	-	
3. Total adjustments - increase		<u>\$ -</u>
Sub-Total		
F. Adjustments to decrease limit:		
1. Transfers out of financial responsibility	\$ -	
2. Temporary voter approved increases	-	
3. Less: Total adjustments - decrease		<u>\$ -</u>
G. 2019-2020 Appropriations Limit		<u>\$ 273,664,686</u>

II. **2019-2020 APPROPRIATIONS SUBJECT TO LIMIT:**

A. State Aid (General Apportionment, Apprenticeship Allowance, Education Protection Account tax revenue)	<u>\$ 6,506,977</u>
B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)	<u>1,150,000</u>
C. Local Property taxes	<u>226,833,000</u>
D. Estimated excess Debt Service taxes	<u>-</u>
E. Estimated Parcel taxes, Square Foot taxes, etc.	<u>-</u>
F. Interest on proceeds of taxes	<u>50,000</u>
G. Less: Costs for Unreimbursed Mandates	<u>-</u>
H. 2019-2020 Appropriations Subject to Limit	<u>\$ 234,539,977</u>

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES
RESOLUTION 19-13
July 15, 2019

WHEREAS, Article XIIB of the Constitution of the state of California, as approved by the voters in November, 1979, requires the Governing Board of each local jurisdiction, by resolution, to establish an Appropriations Limit on "Proceeds of Taxes" revenues beginning with FY 1980-1981; and

WHEREAS, each community college district is required to determine and adopt such Appropriations Limit for FY 2019-2020, as a legislative act; and

WHEREAS, this District's Appropriations Limit has been calculated in accordance with Article XIIB of the State Constitution and Government Code Section 7910;

NOW, THEREFORE, BE IT RESOLVED, as a legislative act of the Governing Board that, for the purposes of Article XIII-B, there is hereby established this District's Appropriations Limit of \$273,664,686 for FY 2019-2020.

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, Kathleen F. Burke, Secretary of the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by said Board at a regular meeting thereof held on July 15, 2019.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 16th day of July 2019.

Kathleen F. Burke
Secretary to the Board of Trustees

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: June 2019 Amendments

ACTION: Ratification

BACKGROUND / STATUS

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

Exhibit	Contractor Name/Description	Change Order / Amendment Amount	Revised Total Contract Amount
A.	<u>Goodwill Industries of Orange County, CA dba DEAFinitely Professional Interpreting Services</u> Interpreting Services Agreement Amendment No. 03 – To extend the agreement an additional six months under the same terms and conditions, in the amount of \$100,000 from 7/1/19 to 12/31/19. Irvine Valley College	\$100,000	\$300,000
B.	<u>Rancho Mission Viejo, LLC</u> Antenna Site License Agreement Amendment No. 3 - To extend the agreement an additional five years under the same terms and conditions, in the amount of \$97,709, from 6/30/19 to 6/30/24. Saddleback College	\$97,709	\$276,923
C.	<u>Santa Clarita Community College District</u> Innovation and Effectiveness Grant Agreement Amendment No. 01 – To extend the agreement an additional 10 ½ months under the same terms and conditions from 8/13/19 to 6/30/20. Saddleback College	\$0	\$200,000 Revenue

RECOMMENDATION

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



AMENDMENT NO. 03
TO THE INTERPRETING SERVICES AGREEMENT
AT IRVINE VALLEY COLLEGE

THIS AMENDMENT shall modify the original agreement dated ~~July 1, 2018~~ ^{June 27, 2018}, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and Goodwill Industries of Orange County, CA dba DEAFinitely Professional Interpreting Services hereinafter referred to as Goodwill Industries of Orange County, CA

WHEREAS, Contract Amendment No. 02 states the not to exceed the amount of \$200,000.00;

WHEREAS, Both Parties have requested to renew the Agreement for the six months extensions;

WHEREAS, the demand for interpreting services has increased and both Parties wish to continue the relationship; and

NOW, THEREFORE, the Parties agree as follows:

1. The term of the Agreement is hereby extended from July 1, 2019, to December 31, 2019, under the same terms and conditions of the original Agreement
2. The Total Contract Value has been amended from \$200,000 to \$300,000

Where any Article or portion is amended or superseded, the balance of that Article not specifically amended or superseded shall remain in effect as originally written. Where any Paragraph or Section is referenced, such Paragraph or Section is superseded and replaced by the language herein. Except as amended herein, the terms and conditions of Agreement shall remain in full force and effect.

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

Goodwill Industries of Orange County, CA

BY:

Handwritten signature of Nicole Suydam.

Signature of Authorized Representative

Print Name: Nicole Suydam

Print Title: President / CEO

Date:

5/24/19

Email & Phone:

(714) 547-6308 x.201

SOUTH ORANGE COUNTY COMMUNITY COLLEGE
DISTRICT

BY:

Handwritten signature of Ann-Marie Gabel.

Signature of Authorized Representative

Print Name: Ann-Marie Gabel

Print Title: Vice Chancellor, Business Services

Date:

5/17/19

Email & Phone: (949)582-4405

THIRD AMENDMENT TO ANTENNA SITE LICENSE

THIS THIRD AMENDMENT TO ANTENNA SITE LICENSE ("**Amendment**") is entered into and effective as of the 30th day of June, 2019, between RANCHO MISSION VIEJO, LLC, a Delaware limited liability company (collectively, with the owners of the "Property", the "**Licensor**"), and SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT ("**Licensee**").

RECITALS

A. On July 1, 2004, Licensor and Licensee entered into that Antenna Site License, as amended by that certain Amendment to Antenna Site License dated June 1, 2009, and that certain Second Amendment to Antenna Site License dated June 30, 2014 (collectively, "**License**") wherein Licensor, subject to certain terms, conditions and limitations, granted to Licensee certain rights to enter upon portions of that property known as the "Rancho Mission Viejo" for purposes directly related to the installation and operation of the KSBR Noncommercial Radio Antenna.

B. Pursuant to Section 2 of the License, as amended, the rights granted by Licensor to Licensee are scheduled to automatically terminate on July 1, 2019.

C. Licensor and Licensee desire to extend the Term of the License to July 1, 2024, and to amend the license fee, on the terms contained in this Amendment.

D. Capitalized terms used herein and not otherwise defined herein shall have the meanings given to such terms in the License.

NOW, THEREFORE, in consideration of the promises and covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Licensor and Licensee agree as follows:

1. Modification to Term of the License. Section 2.e. of the License, as amended, is hereby amended to extend "July 1, 2019" to "July 1, 2024."

2. Modification to License Fee. In consideration for extending the Term, Section 3 of the License is hereby deleted in its entirety and replaced with the following text:

"3. License Fee. Licensee shall pay to Licensor \$18,403.98 for the term of July 1, 2019 to June 30, 2020, which amount shall be increased each year (on the anniversary date) by an amount equal to three percent

(3%) of the prior year's fee. The license fee shall be payable on July 1 of each year, provided, Licensor submits an invoice to Licensee stating the amount of the fee. Payment by Licensee shall be made by the later of (i) July 1 of each year, or (ii) within thirty (30) days of the receipt of the invoice."

3. Effect of Amendment. In the event of any inconsistencies between this Amendment and the License, the terms of this Amendment shall govern. Except as provided for herein, all other terms and conditions of the License shall remain unchanged and Licensor and Licensee reaffirm the terms and conditions of such License. This Amendment may be varied only by a document, in writing, of even or subsequent date hereof, executed by Licensor and Licensee.

4. Counterparts. This Amendment may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same Amendment.

5. Facsimile Signatures. This Amendment may be executed by either or both Licensor and Licensee by facsimile signature, and any such facsimile signature shall be deemed an original signature.

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS WHEREOF, Licensors and Licensee have executed this
Amendment as of the date first written above.

"LICENSOR"

RANCHO MISSION VIEJO, LLC,
a Delaware limited liability company

By: 

Jeremy T. Laster,
Executive Vice President & Chief Operating
Officer

By: 

Elise L. Millington,
Executive Vice President & Chief Financial
Officer

"LICENSEE"

SOUTH ORANGE COUNTY COMMUNITY
COLLEGE DISTRICT

By: 

Name: Ann-Marie Gabel
Vice Chancellor of Business Services

AMENDMENT NO. 01

AGREEMENT BETWEEN
SANTA CLARITA COMMUNITY COLLEGE DISTRICT ("SCCCD")
AND[South Orange County Community College District] ("Applicant District")
[Saddleback College]

This Amendment No. 01 ("Amendment") to the Innovation and Effectiveness Grant Agreement signed by the Applicant District on August 14, 2018 and any subsequent Amendments (collectively the "Agreement"), is entered into by and between SCCCD and Applicant District on this 1 day of June, 2019 ("Effective Date").

NOW, THEREFORE, It is understood and agreed by the Parties hereto that:

1. The following items on the Agreement shall be revised (check all that apply):

Box 1:

- ☐ **Additional Funding:** Section 2 of the Agreement shall be amended to include the following language:

Additional Funding - Applicant District shall receive additional funding not to exceed Fifty Thousand Dollars (\$50,000), as listed on the attached Exhibit A-1 (including Attachment A), for a total amount not to exceed Two Hundred Thousand Dollars (\$200,000). Additional funds will be provided to Applicant District within thirty (30) days of SCCCD's receipt of this fully-executed Amendment.

Box 2:

- ☐ **Re-Allocation of Funds:** Section 2 of the Agreement shall be amended to include the following language:

Re-Allocation of Grant Funding - Applicant District hereby requests significant modifications to the current approved funding allocation and has provided the attached Revised Exhibit A Innovation and Effectiveness Grant Application (including Attachment A and Attachment B), attached hereto and made a part hereof. SCCCD hereby approves the funding reallocation and Applicant District will work to complete the Project as defined in the Revised Application.

Box 3:

- ☒ **Extended Term:** Section 3 of the Agreement shall be amended to include the following language:

Term - This Amendment shall extend the Term of the Agreement to [June 30, 2020].

2. Except as set forth herein, all other sections, subsections and provisions of the Agreement shall remain valid and enforceable.

3. The individuals executing this Amendment on behalf of the Parties represent and warrant that they are authorized to do so.

IN WITNESS WHEREOF, this Amendment has been executed by the Parties hereto as of the Effective Date.

APPLICANT DISTRICT

BY: 

Signature of Authorized Representative

Print
Name

Priya Jerome

Print
Title

Executive Director, Procurement

Date

6/5/19

SANTA CLARITA COMMUNITY COLLEGE DISTRICT

BY: 

Signature of Authorized Representative

Print
Name

Barry Gribbons

Print
Title

Deputy Chancellor

Date

6/5/19

SCCCD's Board of Trustees
Approval/Ratification Date

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: [SOCCCD: Purchase Orders and Checks]

ACTION: Ratification

BACKGROUND

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

STATUS

Purchase orders \$5,000 and above amounting to \$542,072.29 and an additional 169 purchase orders below \$5,000 amounting to \$142,809.56 for a combined total of \$684,881.85 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 1,111 checks in the amount of \$18,117,815.73 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)

May 30, 2019 through June 20, 2019

<u>PO #</u>	<u>Supplier</u>	<u>Location</u>	<u>Description</u>	<u>Amount</u>
P192554	B&R Auto Wrecking	SC	Engines and Transmissions for Automotive Technology	22,267.35
P192463	CDW Government LLC	IVC	Computers for Veterans Office - FCCC Board Approved 06/25/18	22,758.85
P192472	Division of the State Architect	SOCCCD	DSA Plan Check Fees for New Tennis Courts Center at Saddleback	52,750.00
P192464	FHEG Irvine Valley College Bookstore	IVC	Supplies for Veteran Resource Center	17,833.00
P192459	Fisher Scientific Company, LLC	IVC	Chemicals, Glassware and Supplies for Chemistry Labs	35,179.87
P192460	Fisher Scientific Company, LLC	IVC	Goggles for Chemistry Labs	7,557.33
P192508	GST	SC	Equipment for AV Refresh Project per Board Resolution #18-28	124,599.40
P192498	Office Depot	SOCCCD	Supplies for District IT	5,986.85
P192458	S & B Foods	IVC	Refreshments for Commencement Ceremony	17,497.54
P192627	S & B Foods	IVC	Food for Associated Student Government (ASIVC) Events	6,500.00
P192541	Safeguard by Fontis	IVC	Promotional Supplies for Outreach	25,807.99
P192619	Student Insurance	SOCCCD	Student and Athletic Insurance Policy	190,483.00
P192491	Systems Source, Inc.	SC	Cabinets for Student Health Food Pantry	12,851.11
Total Purchase Orders \$5,000 and above				542,072.29
169 Purchase Orders Under \$5,000				142,809.56
Total Purchase Orders				684,881.85

<u>PO #</u>	<u>Supplier</u>	<u>Location</u>	<u>Description</u>	<u>Amount</u>
P192619	Student Insurance	SOCCCD	Student and Athletic Insurance Policy	190,483.00
P192508	GST	SC	Equipment for AV Refresh Project per Board Resolution #18-28	124,599.40
P192472	Division of the State Architect	SOCCCD	DSA Plan Check Fees for New Tennis Courts Center at Saddleback	52,750.00
P192459	Fisher Scientific Company, LLC	IVC	Chemicals, Glassware and Supplies for Chemistry Labs	35,179.87
P192541	Safeguard by Fontis	IVC	Promotional Supplies	25,807.99
P192463	CDW Government LLC	IVC	Computers for Veterans Office - FCCC Board Approved 06/25/18	22,758.85
P192554	B&R Auto Wrecking	SC	Engines and Transmissions for Automotive Technology	22,267.35
P192464	FHEG Irvine Valley College Bookstore	IVC	Supplies for Veteran Resource Center	17,833.00
P192458	S & B Foods	IVC	Refreshments for Commencement Ceremony	17,497.54
P192491	Systems Source, Inc.	SC	Cabinets for Student Health Food Pantry	12,851.11
P192460	Fisher Scientific Company, LLC	IVC	Goggles for Chemistry Labs	7,557.33
P192627	S & B Foods	IVC	Food for Associated Student Government (ASIVC) Events	6,500.00
P192498	Office Depot	SOCCCD	Supplies for District IT	5,986.85
Total Purchase Orders \$5,000 and above				542,072.29
169 Purchase Orders Under \$5,000				142,809.56
Total Purchase Orders				684,881.85



South Orange County Community College District

EXHIBIT C

Page 1 of 1

Check Ratification

May 30, 2019 through June 20, 2019

<u>Fund</u>	<u>Checks</u>	<u>Amount</u>
01 General Fund	958	14,732,197.58
07 IVC Community Education	4	8,394.56
09 SC Community Education	8	10,221.62
12 Child Development	13	83,594.87
40 Capital Outlay	82	2,692,556.58
68 Self Insurance	6	21,966.15
71 Retiree Benefit	3	515,239.62
95 SC Associated Student Government	24	45,302.81
96 IVC Associated Student Government	13	8,341.94
Total	1,111	18,117,815.73

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Contracts

ACTION: Ratification

BACKGROUND

On November 19, 2018, the Board of Trustees authorized the Chancellor/designee to approve individual business contracts 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 May 23, 2019, through June 12, 2019, the Vice Chancellor of Business Services, or appropriate designee, reviewed and approved 74 total contracts, following review by legal counsel, when appropriate.

Contract summaries are as follows:

EXHIBIT	# OF CONTRACTS	CONTRACT AMOUNT	TOTAL
A	36	\$5,000-\$200,000	\$1,630,679.44
B	9	\$ Zero Value	\$0.00
C	4	\$15,000-\$200,000	\$315,657.00
N/A	25	Under \$5,000	\$51,766.83
TOTAL	74		\$1,998,103.27

RECOMMENDATION

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



May 23, 2019 through June 12, 2019
Contracts with Values between \$5,000 and \$200,000
Board Date: July 15, 2019

CONTRACTOR NAME**CONTRACT AMOUNT**

<u>Good Times Travel, Inc.</u> Educational Services Agreement – To provide single and multi-day excursions through Community Education programs from 7/1/2019 to 6/30/2020. Saddleback College	\$190,000.00
<u>Adam J. Velardo</u> Professional Services Agreement – To provide developmental operations and security engineering services to enhance district-wide security program from 6/3/2019 to 6/30/2020. District Services	\$177,000.00
<u>Instructure, Inc.</u> Software License Agreement – Subscription renewal of Canvas Cloud learning management platform used by students and faculty from 4/10/2019 to 6/30/2020. Irvine Valley College	\$111,035.61
<u>CodeSpeak Labs, LLC</u> Educational Services Agreement – To provide computer coding and fundamentals classes for Community Education programs from 6/3/2019 to 8/31/2020. Saddleback College	\$100,000.00
<u>Vital Inspection Services, Inc.</u> Professional Services Agreement - To provide DSA inspection services for B200 Physical Science, PE100 Locker Rooms Remodel, and Access Control & Security Systems Project from 5/23/2019 to 8/31/2020. Irvine Valley College	\$92,224.00
<u>Quick Caption</u> Independent Contractor Agreement (Amend. No 2) – To increase contract value by \$60,000 from current agreement amount of \$30,000 for captioning services for hearing impaired students and extend term by six months to 12/31/2019. Irvine Valley College	\$90,000.00
<u>Interact Communications, Inc.</u> Professional Services Agreement – To create career education website showcasing programs and career pathways from 6/3/2019 to 10/11/2019. Saddleback College	\$88,500.00

<u>San Bernardino Community College District (SBCCD)</u> Subgrantee Agreement – To receive Employment Training Panel (ETP) funds to be utilized for customized training to companies from 7/1/2019 to 6/30/2020. Saddleback College	\$85,000.00 Revenue
<u>LEBA Architects</u> Professional Services Agreement (Amend No. 3) – To increase contract value by \$26,380 due to a change in scope from current agreement amount of \$55,300 for Veterans Center Tenant Improvement Project and extend term by 24 months through 12/7/2020. Saddleback College	\$81,680.00
<u>City of Long Beach/Board of Harbor Commissioners</u> Subgrant Agreement – To receive microgrid training and information sessions for the Port of Long Beach microgrid project from 3/15/2019 to 3/31/2023. Saddleback College	\$65,000.00 Revenue
<u>Alcon Research Ltd.</u> Educational Services Agreement – To receive training in Business Management Skills and Continuous Improvement for employees from 7/11/2019 to 7/10/2020. Saddleback College	\$64,064.00 Revenue
<u>Community College League of California</u> Software License Agreement – Subscription renewal of electronic library databases from 7/1/2019 to 6/30/2020. Irvine Valley College	\$58,723.97
<u>CDW Government</u> Software License Agreement – Renewal of VMWare Horizon Enterprise, VCenter and VSphere subscriptions used by technical support personnel from 7/1/2019 to 6/30/2020. Irvine Valley College	\$57,360.00
<u>Academic Bridge Academy, Inc.</u> Educational Services Agreement – To provide math, science and reading classes for Summer Youth Program from 6/17/2019 to 8/2/2019. Saddleback College	\$50,000.00
<u>American Society of Composers, Authors and Publishers (ASCAP)</u> License Agreement – To provide media content licensing from 7/1/2018 to 6/30/2023. Saddleback College and Irvine Valley College	\$50,000.00
<u>25th Hour Communications, Inc.</u> Professional Services Agreement – To provide digital media advertising for fall marketing campaign from 6/1/2019 to 8/19/2019. Saddleback College	\$40,000.00

<u>SCST, LLC</u> Professional Services Agreement – To evaluate roof leak at Health Sciences Building from 5/27/2019 to 9/27/2019. Saddleback College	\$29,703.00
<u>Market-Based Solutions, Inc.</u> Professional Services Agreement (Amend. No. 1) – For a no cost revision to clarify contract language by updating payment terms for Emission Reduction Targets (ERTs) for the South Coast Air Quality Management District through 9/30/2019. Saddleback College	\$22,417.00
<u>Art Just Create It</u> Educational Services Agreement (Amend. No 1) – To increase contract value by \$5,000 from current agreement amount of \$10,000 for art classes for Community Education Program through 6/30/2019. Saddleback College	\$15,000.00
<u>New Horizons Learning Group</u> Independent Contractor Agreement – To provide Information Technology Infrastructure Library (ITIL) training to help desk personnel from 5/23/2019 to 5/24/2019. Saddleback College	\$15,000.00
<u>Industrial Technical Services</u> Independent Contractor Agreement – To provide Variable Frequency Drives (VFD) annual testing and maintenance services from 7/1/2019 to 6/30/2020. Saddleback College	\$14,910.00
<u>Bravo Sign & Design, Inc.</u> Field Services Agreement – To provide as needed campus sign maintenance services from 7/1/2019 to 6/30/2020. Saddleback College	\$14,500.00
<u>Scholastic Development</u> Educational Services Agreement – To provide math, science and reading classes for Summer Youth Program from 6/24/2019 to 8/9/2019. Irvine Valley College	\$14,280.00
<u>White Mechanical, Inc.</u> Field Services Agreement – To replace existing heat pump for Village 2 project from 6/25/2019 to 9/24/2019. Saddleback College	\$11,982.00
<u>Gilbert & Stearns, Inc.</u> Field Services Agreement – To provide electrical upgrades in various computer labs from 5/15/2019 to 6/30/3019. Irvine Valley College	\$10,519.30

<u>Market-Based Solutions, Inc.</u> Professional Services Agreement (Amend. No. 1) – For a no cost revision to clarify contract language by updating payment terms for Emission Reduction Targets (ERTs) for the South Coast Air Quality Management District through 9/30/2019. Irvine Valley College	\$10,181.00
<u>Cohen-Naglestad Enterprises dba Bobology</u> Educational Services Agreement – To provide computer coding and fundamentals for Summer Youth Program from 7/1/2019 to 6/30/2021. Saddleback College	\$10,000.00
<u>The Solis Group</u> Labor Compliance Services Agreement (Project Assignment) – For prevailing wage monitoring services for Access Control, Security Systems, and Hardware Project, Phase 1 from 5/21/2019 to 12/14/2019. Irvine Valley College	\$9,310.00
<u>COVOC Corporation</u> Field Services Agreement – To provide window coverings for Student Services Center and Student Activity Center Project from 6/15/2019 to 8/15/2019. Irvine Valley College	\$9,271.01
<u>P2S Inc.</u> Professional Services Agreement – To assess audio visual equipment power load for the AV Refresh Project, Phase 1 from 5/15/2019 to 6/10/2019. District Services	\$9,000.00
<u>Siteimprove, Inc.</u> Software License Agreement – Renewal of Siteimprove Professional Suite used for quality assurance, accessibility, Search Engine Optimization (SEO) and PDF check for website data management from 7/1/2019 to 6/30/2020. Irvine Valley College	\$6,850.00
<u>Stonefire Grill</u> Catering Services Agreement – To provide catering services for student government event on 5/3/2019. Irvine Valley College ASIVC	\$6,000.00
<u>Haitbrink Asphalt Paving, Inc.</u> Field Services Agreement – For demolition of the carport located in Facilities Maintenance and Operations (FMO) area from 5/9/2019 to 7/8/2019. Saddleback College	\$5,650.00
<u>Avalon Tent and Party Corporation</u> Independent Contractor Agreement (Amend No. 1) – To increase contract value by \$296.12 from current agreement amount of \$5,222.43 for additional chairs to be provided at the commencement ceremony on 5/28/2019. Irvine Valley College	\$5,518.55

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

<u>Smoke Guard California, Inc.</u> Independent Contractor Agreement – To provide annual smoke curtain functional testing from 7/1/2019 to 6/30/2020. Saddleback College	\$5,000.00
<u>Yale/Chase Equipment and Services, Inc.</u> Independent Contractor Agreement – To provide repair and maintenance services for warehouse forklifts from 11/1/2018 to 6/30/2019. District Services	\$5,000.00



May 23, 2019 through June 12, 2019
Contracts with Value of \$0
Board Date: July 15, 2019

<u>CONTRACTOR NAME</u>	<u>CONTRACT AMOUNT</u>
<u>Atria Crestavilla</u> Facility Use Agreement – Location use for Emeritus classes from 5/28/2019 to 7/23/2019. Saddleback College	\$0.00
<u>Casa Romantica Cultural Center and Gardens</u> Facility Use Agreement – Location use for Emeritus classes from 5/29/2019 to 5/28/2022. Saddleback College	\$0.00
<u>Cox Business</u> Service Agreement – To replace TV decoder on 5/30/2019. Saddleback College	\$0.00
<u>Florence Sylvester Memorial Senior Center</u> Facility Use Agreement – Location use for Emeritus classes from 5/28/2019 to 5/27/2022. Saddleback College	\$0.00
<u>Laguna Country United Methodist Church</u> Facility Use Agreement – Location use for Emeritus classes from 5/28/2019 to 5/20/2020. Saddleback College	\$0.00
<u>Palmia Recreation Center</u> Facility Use Agreement – Location use for Emeritus classes from 5/29/2019 to 5/28/2022. Saddleback College	\$0.00
<u>Pepperdine University</u> Student Field Work Agreement – For external students to receive internship opportunity with the Student Health Center from 7/1/2019 to 6/30/2020 Saddleback College	\$0.00
<u>Scholarship Prep Charter School</u> Facility Use Agreement – Location use for Foster & Kinship Care Education (FKCE) Program classes from 7/1/2019 to 6/30/2020. Saddleback College	\$0.00
<u>Starpoint Health</u> Clinical Affiliation Agreement – To provide a clinical site for students enrolled in the Health Sciences and Human Services programs from 4/11/2019 to 4/11/2021. Saddleback College	\$0.00

May 23, 2019 through June 12, 2019



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

Board Date: July 15, 2019

Contractor Name / Description of Contract	Change Order	Contract Amount	# of Contractors Solicited	# of Bids Received	Rationale for Award
<u>Southern California Landscape, Inc.</u> Field Services Agreement – To renovate the varsity soccer field. Irvine Valley College	N/A	\$166,400.00	32	4	Contract awarded to lowest responsive, responsible bidder.
<u>Arrow Parking Lot Service, Inc.</u> Field Services Agreement – To repair and resurface Parking Lot 10. Irvine Valley College	N/A	\$77,900.00	382	10	Contract awarded to lowest responsive, responsible bidder.
<u>Century Paving, Inc.</u> Field Services Agreement – To repair and resurface six temporary parking lots. Saddleback College	N/A	\$54,389.00	242	3	Contract awarded to lowest responsive, responsible bidder.
<u>Haitbrink Asphalt Paving, Inc.</u> Field Services Agreement – To repair and resurface the Outreach Parking Lot. Saddleback College	N/A	\$16,968.00	4	3	Contract awarded to lowest responsive, responsible bidder.

TO: Board of Trustees**FROM:** Kathleen F. Burke, Chancellor**RE:** SOCCCD: Saddleback College PE Renovation Project, Architectural Services, Little Diversified Architectural Consulting, Inc.**ACTION:** Approval

BACKGROUND

On June 25, 2018, the Board of Trustees approved basic aid funds equaling \$1,506,033 for the Saddleback College PE Renovation project. On June 17, 2013, the Board of Trustees approved basic aid funds equaling \$800,000 for the Saddleback College PE 100 HVAC scheduled maintenance project. Saddleback College contributed \$800,000 in matching funds. The two projects were combined for efficiency and economy of scale.

There is a need to obtain architectural services for this project.

The 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.

STATUS

On April 24, 2019 and May 1, 2019, SOCCCD ran a newspaper advertisement for consideration of Architectural Services for the Saddleback College PE Renovation project. Additionally, the project was posted on the PlanetBids website as well as on the District's website.

On May 22, 2019, six proposals were received (EXHIBIT A).

District and college Facilities staff and Athletics faculty and staff evaluated the submittals. Criteria for evaluation included experience with similar community college projects, number of years performing services, commitment to seeing projects through to completion and assurance that fees are fair and reasonable. Staff recommends award of the Architectural Services agreement (EXHIBIT B) to Little Diversified Architectural Consulting, Inc. for the Saddleback College PE Renovation project, in the amount of \$242,000.

Basic aid funds are available in the approved project budget of \$3,106,033.

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

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Architectural Services agreement with Little Diversified Architectural Consulting, Inc. for the Saddleback College PE Renovation project, in the amount of \$242,000.

Request for Proposals for

**Architectural Services
Saddleback College PE Renovation
South Orange County Community College District**

July 15, 2019

COMPANY NAME	CITY	SUBMITTER'S NAME	TECHNICAL RATING	FEES
*Little Diversified Architectural Consulting, Inc.	Newport Beach, CA	Rita Carter	1337.70	\$242,000
R2A Architecture	Costa Mesa, CA	Etienne Runge	1281.42	\$250,000
SVA Architects	Santa Ana, CA	Robert Simons	1249.26	\$260,000
PBK Architects	Costa Mesa, CA	Marco Eacrett	1247.76	\$200,000
Westberg White Architecture	Tustin, CA	Paul Westberg	1213.98	\$200,000
Lord Architecture Inc.	San Diego, CA	Katherine Lord	1177.32	\$212,500

*Recommended Award

After consideration and committee review of the RFP response, the committee recommends the above noted Architectural 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 architectural knowledge and experience
 - Project Manager has fourteen years' experience with no less than 15 projects
 - Provided evidence of working with the Division of the State Architect

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



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ARCHITECTURAL SERVICES AGREEMENT – RENOVATION PE Renovation Project at Saddleback College

Little Diversified Architectural Consulting, Inc.

AGREEMENT - ARCHITECTURAL SERVICES

This AGREEMENT is made and entered into this 16th day of July in the year 2019 between **South Orange County Community College District**, 28000 Marguerite Parkway, Mission Viejo, California 92692, hereinafter referred to as "DISTRICT", and Little Diversified Architectural Consulting, Inc., 1300 Dove Street, Suite 100, Newport Beach, California 92660 hereinafter referred to as "ARCHITECT";

WHEREAS, DISTRICT desires to obtain architectural services for PE Renovation Project at Saddleback College more fully defined per Attachment A, hereinafter referred to as "PROJECT"; and

WHEREAS, ARCHITECT is fully licensed to provide architectural services in conformity with the laws of the State of California;

NOW, THEREFORE, the parties hereto agree as follows:

ARTICLE 1 ARCHITECT'S SERVICES AND RESPONSIBILITIES

- 1.1. **Services.** The ARCHITECT'S Services shall consist of those services performed by the ARCHITECT and ARCHITECT'S employees as enumerated in this AGREEMENT.
- 1.2. **Standard of Care and Professional Conduct.** The ARCHITECT will perform its Services hereunder in a professional manner, using the degree of care and skill ordinarily exercised by, and consistent with, the current professional practices and standards of a professional practicing in California. The ARCHITECT will furnish, at its expense, those Services that are set forth in this AGREEMENT and represents that the Services set forth in said EXHIBIT are within the technical and professional areas of expertise of the ARCHITECT or any sub-consultant the ARCHITECT has engaged or will engage to perform the Service(s). The DISTRICT shall request in writing if the DISTRICT desires the ARCHITECT to provide Services in addition to, or different from, the Services described. The ARCHITECT shall advise the DISTRICT in writing of any Services that, in the ARCHITECT's opinion, lie outside of the technical and professional expertise of the ARCHITECT. The Work 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.

ARCHITECT or ARCHITECT's employees who are determined by DISTRICT to be uncooperative, incompetent, a threat to the adequate or timely completion of the PROJECT, a threat to the

- safety of persons or property, or any of ARCHITECT's employees who fail or refuse to perform, the Services in a manner acceptable to DISTRICT, shall be promptly removed from the PROJECT by the ARCHITECT and shall not be re-employed to perform any of the Services or to work on the PROJECT.
- 1.3. **Key Individual Assignment.** The ARCHITECT has been selected to perform the work herein because of the skills and expertise of key individuals. The ARCHITECT shall designate Rita Carter as PROJECT Executive and Jose Amador as PROJECT Manager.
- 1.4. **Replacement of Key Individual.** If the designated PROJECT manager or any other designated lead or key person fails to perform to the satisfaction of the DISTRICT, then upon written notice the ARCHITECT will have 10 working days to remove that person from the PROJECT and replace that person with one acceptable to the DISTRICT after review of resume' and/or interview.

ARTICLE 2 SCOPE OF ARCHITECT'S SERVICES

- 2.1. **Services.** The ARCHITECT'S services consist of those described in Article 2 and further delineated in Attachment A, and include Civil, Structural, Mechanical, Electrical, Plumbing, Fire Protection, and Cost Estimating services necessary to produce a reasonably complete and accurate set of construction documents except those engineering services provided by the DISTRICT. The ARCHITECT and the DISTRICT have discussed the needs and the requirements of the PROJECT and arrive at a mutual written understanding of such needs and requirements as identified in this contract. The language in the Articles of this Agreement takes precedence, in the event of a discrepancy between the Articles of this Agreement and the language contained in Attachment A.
- 2.2. **Coordination of Others.** The ARCHITECT shall coordinate efforts with the college, the college's designees, construction performed by separate contractors or by the DISTRICT'S own employees.
- 2.3. **Regulatory Compliance.** The ARCHITECT 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.
- 2.4. **Existing Conditions.** The ARCHITECT shall investigate existing conditions or facilities and make measured drawings of such conditions or facilities.
- 2.5. **Non Responsibility.** ARCHITECT and ARCHITECT'S consultants shall have no responsibility for:
- a. The presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the PROJECT site, including, but not limited to, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.
 - b. Ground contamination
 - c. Environmental Impact Report/ CEQA declarations
 - d. Historical significance report
 - e. Soils Investigation/ Geotechnical Hazard Report

- f. Topographical survey

2.6. **Design Phase**

- a. Participate in a general PROJECT kick-off meeting.
- b. Based on approved preliminary documents outlining the scope of work and any further adjustments authorized by the DISTRICT, the ARCHITECT shall prepare, for approval by the DISTRICT, Design Documents consisting of drawings setting forth in detail the requirements for the construction of the PROJECT.
- c. ARCHITECT must respond to/incorporate comments during the college's final review.
- d. Final documents shall include:
 - 1. Architectural:
 - i. Completed floor plan.
 - ii. Construction Phasing Plan showing any necessary phased construction required to complete work in an occupied space.
 - iii. Drawings to be coordinated with structural, mechanical, electrical, and plumbing engineers.
 - 2. Structural: All necessary structural documents necessary for a DSA approved, complete, constructible design.
 - 3. Mechanical: All necessary mechanical documents necessary for a DSA approved, complete, constructible design.
 - 4. Electrical: All necessary electrical documents necessary for a DSA approved, complete, constructible design.
 - 5. Civil: Any documents required to obtain DSA approval of plans.
 - 6. Landscape: Not used
 - 7. Probable Cost: Detailed cost estimate including a complete quantity take off
 - 8. Specifications: Complete set of Specifications in CSI format coordinated with Drawings.

- 2.7. **Coordination for Government Authorities.** Describe (ensure monetary thresholds requiring DSA are not exceeded if Not Used) / Not Used

ARTICLE 3 ADDITIONAL ARCHITECT'S SERVICES

- 3.1. **Additional Services.** Additional services are not included in the Services set forth previously. If the DISTRICT requests in writing any of the Additional Services, ARCHITECT shall be compensated for the same in accordance with the provisions of the Agreement relating to Additional Services and the amounts indicated in Attachment B. The District must approve an amendment to this Agreement, fully executed, prior to ARCHITECT performing any Additional

Services. The ARCHITECT shall request payment for Additional Services in a separate line item on the same invoice submitted for Services in a format pre-approved by the DISTRICT

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 ARCHITECT'S performance of the service required hereunder and DISTRICT'S payment of all sums due to ARCHITECT.
- 4.2. **Term.** The construction time frame is anticipated for six months with a completion date of December 15, 2020. Services under this Agreement shall be diligently performed by the ARCHITECT for the anticipated construction timeframe plus one additional year for eleven-month warranty walk. The ARCHITECT'S contract terminates at completion of the warranty walk.
- 4.3. **Extension.** This term shall be extended at no cost to the DISTRICT as result of delays caused directly by ARCHITECT actions. The term may be extended due to construction delay other than those delays caused by ARCHITECT'S actions.

ARTICLE 5 INDEMNITY AND INSURANCE

- 5.1. To the fullest extent permitted by law, CONSULTANT agrees to indemnify and hold the DISTRICT harmless from all liability arising out of:
 - a. **Workers' Compensation and Employer's Liability.** Any and all claims under Workers' Compensation acts and other employee benefit acts with respect to CONSULTANT'S employees or CONSULTANT'S subcontractor's employees arising out of CONSULTANT'S work under this AGREEMENT; and
 - b. **General Liability.** To the extent arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the CONSULTANT, the CONSULTANT shall indemnify, defend and hold the DISTRICT harmless from any liability for damages for (1) death or bodily injury to person; (2) injury to, loss or theft of property; (3) any failure or alleged failure to comply with any provision of law; or (4) any other loss, damage or expense arising under either (1), (2), or (3) above, sustained by the CONSULTANT or the DISTRICT, or any person, firm or corporation employed by the CONSULTANT or the DISTRICT upon or in connection with the PROJECT, except for liability resulting from the sole or active negligence, or willful misconduct of the DISTRICT, its officers, employees, agents, or independent CONSULTANTS who are directly employed by the DISTRICT. The CONSULTANT, at its own expense, cost, and risk, shall defend any and all claims, actions, suits, or other proceedings (other than professional negligence covered by Section c below) that may be brought or instituted against the DISTRICT, its officers, agents, or employees, to the extent such claims, actions, suits, or other proceedings arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the CONSULTANT, and shall pay or satisfy any judgment that may be rendered against the DISTRICT, its officers, agents, or employees, in any action, suit or other proceedings as a result thereof. Any costs to

defend under this Section b shall not exceed the CONSULTANT's proportionate percentage of fault; and

- c. Professional Liability. To the extent arising out of, pertaining to, or relating to the negligence, recklessness, or willful misconduct of the CONSULTANT, the CONSULTANT shall indemnify and hold the DISTRICT harmless from any loss, injury to, death of persons, or damage to property caused by any act, neglect, default, or omission of the CONSULTANT, or any person, firm, or corporation employed by the CONSULTANT, either directly or by independent contract, including all damages due to loss or theft, sustained by any person, firm, or corporation, including the DISTRICT, arising out of, or in any way connected with, the PROJECT, including injury or damage either on or off DISTRICT property; but not for any loss, injury, death, or damages caused by sole or active negligence, or willful misconduct of the DISTRICT. With regard to the CONSULTANT'S obligation to indemnify for acts of professional negligence, such obligation does not include the obligation to provide defense counsel or to pay for the defense of actions or proceedings brought against the DISTRICT, but rather to reimburse the DISTRICT for attorneys' fees and costs incurred by the DISTRICT in defending such actions or proceedings brought against the DISTRICT, and such fees and costs shall not exceed the CONSULTANT'S proportionate percentage of fault.
 - d. The PARTIES understand and agree that this Article, Section 1, of this AGREEMENT shall be the sole indemnity, as defined by California Civil Code § 2772, between the DISTRICT and the CONSULTANT related to the PROJECT. Any other indemnity that is attached to this AGREEMENT as part of any EXHIBIT shall be void and unenforceable between the PARTIES.
 - e. Any attempt to limit the CONSULTANT'S liability to the DISTRICT in any of the exhibits or attachments to this AGREEMENT shall be void and unenforceable between the PARTIES.
- 5.2. CONSULTANT shall purchase and maintain policies of insurance with an insurer or insurers qualified to do business in the State of California 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 the 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 coverage for:
- a. The CONSULTANT shall carry Workers' Compensation and Employers Liability Insurance in accordance with the laws of the State of California. However, such amount shall not be less than ONE MILLION DOLLARS (\$1,000,000).
 - b. Commercial general and auto liability insurance, with limits of not less than TWO MILLION DOLLARS (\$2,000,000) combined single limit, bodily injury and property damage liability per occurrence, including:
 - 1. Owned, non-owned, and hired vehicles;

2. Blanket contractual;
 3. Broad form property damage;
 4. Products/completed operations; and
 5. Personal injury.
- c. Professional liability insurance, including contractual liability, with limits of TWO MILLION DOLLARS (\$2,000,000) 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 subcontracts any portion of CONSULTANT'S duties, CONSULTANT shall require any such subcontractor to purchase and maintain insurance coverage as provided in this Section. Failure to maintain professional liability insurance is a material breach of this AGREEMENT and grounds for immediate termination.
- d. Valuable Document Insurance. The CONSULTANT shall carry adequate insurance on all drawings and specifications as may be required to protect the DISTRICT in the amount of its full equity in those drawings and specifications, and shall file with the DISTRICT a certificate of that insurance. The cost of that insurance shall be paid by the CONSULTANT, and the DISTRICT shall be named as an additional insured
- e. Each policy of insurance required under this Article, Section 2(b), above, shall name the DISTRICT and its officers, agents, and employees as additional insureds; shall state that, with respect to the operations of CONSULTANT hereunder, such policy is primary and any insurance carried by DISTRICT is excess and non-contributory with such primary insurance; shall state that not less than thirty (30) days' written notice shall be given to DISTRICT prior to cancellation; and, shall waive all rights of subrogation. CONSULTANT shall notify DISTRICT in the event of material change in, or failure to renew, each policy. Prior to commencing work, the CONSULTANT shall deliver to DISTRICT certificates of insurance as evidence of compliance with the requirements herein. In the event the CONSULTANT fails to secure or maintain any policy of insurance required hereby, the DISTRICT may, at its sole discretion, secure such policy of insurance in the name of, and for the account of, CONSULTANT, and in such event CONSULTANT shall reimburse DISTRICT upon demand for the cost thereof.
- f. Insurers shall be licensed by the State of California to transact insurance and shall hold a current A.M. Best's rating of no less than A: VII or equivalent carrier otherwise acceptable to the District.
- g. In the event that the CONSULTANT subcontracts any portion of the CONSULTANT'S duties, the CONSULTANT shall require any such subcontractor to purchase and maintain insurance coverage for the types of insurance referenced in Article 5, Sections 2(a), (b), (c) and (d), in amounts which are appropriate with respect to that subcontractor's part of work which shall in no event be less than \$500,000 per occurrence. The CONSULTANT shall not subcontract any portion of the CONSULTANT'S

duties under this AGREEMENT without the DISTRICT'S prior written approval. Specification processing consultants are the only subcontractors exempt from maintaining professional liability insurance.

- h. 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 ARCHITECT

- 6.1. **Contract Price for Services.** The Contract Price for the ARCHITECT'S performance of the Services under this Agreement shall consist of the following lump sum prices:

a.	Schematic Design Phase	\$ 21,300
b.	Design Development Phase	\$ 42,680
c.	Construction Document Phase	\$ 86,910
d.	Agency Phase	\$ 16,180
e.	Bidding Phase	\$ 8,010
f.	Construction Phase	\$ 55,580
g.	Close Out Phase	\$ 6,340
h.	Reimbursable Cost	<u>\$ 5,000</u>
	TOTAL	\$242,000

- 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 ARCHITECT, 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. At no time shall meals be considered a reimbursable expense.
- 6.3. **ARCHITECT Monthly Billing Statements.** ARCHITECT shall submit monthly billing invoices to the DISTRICT for payment of the Contract Price for Services, 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.
- 6.4. **Payment in Full.** This compensation shall be compensation in full for all services performed by the ARCHITECT under the terms of this AGREEMENT, except where additional compensation is agreed upon between the ARCHITECT and DISTRICT in writing as provided for as additional services.
- 6.5. **Reimbursable Expenses.** Reimbursable expenses incurred by the ARCHITECT and ARCHITECT'S employees and ARCHITECTS in the interest of the PROJECT shall have prior DISTRICT written approval before incurred and records of such expenses shall be provided to DISTRICT for the DISTRICT'S review. For additional services of ARCHITECTS, compensation shall be computed at a multiple of 1.10 times the amounts billed to the ARCHITECT for such services.

- 6.6. **Non Waiver of Rights.** Neither the DISTRICT'S review, approval of, nor payment for, any of the services required under this Agreement shall be construed to operate as a waiver of any rights under this Agreement, and ARCHITECT shall remain liable to the DISTRICT in accordance with applicable law for all damages to the DISTRICT caused by ARCHITECT'S failure to perform any of the services furnished under this Agreement.

ARTICLE 7 ARCHITECT'S WORK PRODUCT

- 7.1. **District Ownership of Documents.** The drawings, specifications, presentation materials including slides and models and other documents prepared by the ARCHITECT for this PROJECT shall be and remain the property of the DISTRICT. ARCHITECT grants to DISTRICT the right to reuse all or part of the fore mentioned at its sole discretion for the construction of all or part of this or another PROJECT constructed for the DISTRICT. If the drawings, specifications and/or other documents are reused for another PROJECT, then the DISTRICT agrees that ARCHITECT shall not be responsible for any reuse of the drawings, specifications and/or other documents. The DISTRICT is not bound by this AGREEMENT to employ the services of ARCHITECT in the event such drawings, specifications and/or other documents are reused. ARCHITECT grants to the DISTRICT the right to copy, use, modify, and reuse any and all copyrights and designs embodied in the plans, specifications and other documents prepared or caused to be prepared by the ARCHITECT pursuant to this AGREEMENT.
- 7.2. **Electronic Copy of Documents.** The ARCHITECT shall perform the work under this agreement using CAD software and shall deliver electronic copy via CD, DVD or thumb drive in both the software format and PDF format. If work is terminated prior to completion, a copy of the work completed to date shall be provided to the DISTRICT.

ARTICLE 8 TERMINATION

- 8.1. **Termination for Convenience.** DISTRICT may, at any time, with or without reason, terminate this AGREEMENT and compensate ARCHITECT only for services satisfactorily rendered to the date of termination. Seven day written notice by DISTRICT shall be sufficient to stop performance of services by ARCHITECT. Notice shall be considered applicable as of the date established on the termination notice and deemed given when received by the ARCHITECT or no later than three days after the day of mailing, whichever is sooner.
- 8.2. **Termination for Cause.** DISTRICT may terminate this AGREEMENT upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the ARCHITECT; or (b) any act by ARCHITECT exposing the DISTRICT to liability to others for personal injury or property damage; or (c) ARCHITECT is adjudged a bankrupt, ARCHITECT makes a general assignment for the benefit of creditors or a receiver is appointed on account of ARCHITECT'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 shall upon the expiration of the ten (10) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. 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.

ARTICLE 9 DISPUTES, MEDIATION, ARBITRATION

- 9.1. **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.
- 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 ARCHITECT, 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 under applicable law in any court having jurisdiction thereof.
 - 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.
 - e. 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.
 - f. Unless otherwise provided, this Agreement shall be governed by the law of the state and county where the PROJECT is located.

ARTICLE 10 DISTRICT'S RESPONSIBILITIES

- 10.1. **District Provided Information.** The DISTRICT shall provide to the ARCHITECT full information regarding requirements for the PROJECT.
- 10.2. **District Representative.** The DISTRICT shall appoint a representative authorized to act on the DISTRICT'S behalf with respect to the PROJECT. ARCHITECT shall accept directives only from DISTRICT'S designated representative and not from other DISTRICT employees or consultants. Unless modified by written notice by the DISTRICT to the ARCHITECT, the DISTRICT Representative is:

Matt Blitch / Construction Manager

ARTICLE 11 MISCELLANEOUS

- 11.1. **Equal Opportunity/Non-Discrimination.** ARCHITECT shall not discriminate against any individual with respect to his or her compensation, terms, conditions, or privileges of employment; or discriminate in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his or her status as an employee because of such individual's race, color, religion, sex, national origin, age, disability, medical condition, marital status, veteran status, or any other category protected by law.
- ARCHITECT shall ensure that all services and benefits rendered to the DISTRICT, its representatives, consultants/sub-consultants and volunteers are provided free of any form of harassment and without regard to race, color, religion, sex, age, disability, medical condition, marital status, national origin, veteran status, or any other category protected by law. ARCHITECT shall comply with Americans with Disabilities Act and the Rehabilitation Act of 1973, as amended.
- 11.2. **Compliance with Applicable Laws, Policies, Procedures, Rules & Regulations.** ARCHITECT agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now and may in the future become applicable to ARCHITECT, ARCHITECT's business, equipment and personnel engaged in services covered by this AGREEMENT or accruing out of the performance of such services. Additionally, ARCHITECT shall comply with DISTRICT's policies, procedures, rules, regulations and/or guidelines that include but are not limited to smoke free campus, alcohol and controlled substances, conflict of interest, workplace violence, code of conduct, harassment and discrimination prevention and drug-free environment.
- 11.3. **ARCHITECT 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 ARCHITECT, including, but not limited to the costs of administration of this AGREEMENT, if greater than \$10,000, 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, ARCHITECT 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 ARCHITECT'S work whether by DISTRICT or others, shall not relieve ARCHITECT from responsibility for errors and omissions in ARCHITECT'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 ARCHITECT 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.** ARCHITECT, if an employee of another public agency, agrees that ARCHITECT 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 by the laws of the State of California. The duties and obligations of the parties created hereunder are performable in Orange County and such county shall be the venue for any action or proceeding that may be brought or arise out of, in connection with or by reason of this AGREEMENT.
- 11.8. **Independent Contractor.** ARCHITECT, in the performance of this AGREEMENT, shall be and act as an independent contractor. ARCHITECT 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. ARCHITECT 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. ARCHITECT 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 ARCHITECT'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 ARCHITECT and DISTRICT hereunder.
- 11.10. **Non-Assignment.** The DISTRICT and ARCHITECT, 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 ARCHITECT pursuant to this AGREEMENT shall not be assigned by the ARCHITECT. 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 ARCHITECT. The sale or transfer of a majority membership interest in ARCHITECT firm or the admission of new member to the ARCHITECT

firm which causes there to be a change in majority ownership and / or control of ARCHITECT 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.** ARCHITECT and all ARCHITECT'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
Matt Blitch
Construction Manager
South Orange County
Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692
mblitch@socccd.edu

ARCHITECT
Rita Carter
Principal in Charge
Little Diversified Architectural Consulting Inc.

1300 Dove St, Suite 100
Newport Beach, CA 92660
rita.carter@littleonline.com

COPY
Priya Jerome
Executive Director, Procurement,
Central Services & Risk Management
South Orange County
Community College District
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 here from, but all remaining provisions will remain and continue in full force and effect.

11.15. **Entire Agreement / Amendment.** This AGREEMENT and any Attachments hereto represent the entire AGREEMENT between the DISTRICT and ARCHITECT 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 ARCHITECT.

11.16. **Binding Agreement.** The DISTRICT and ARCHITECT, 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.

ARCHITECT
Little Diversified Architectural Consulting Inc.

DISTRICT
South Orange County Community College District

Rita Carter
Principal-in-Charge

Ann-Marie Gabel
Vice Chancellor, Business Services

(Date)

(Date)

(Taxpayer number)

Attachment A Proposal
Attachment B Criteria for Billing Extra Work

ATTACHMENT A PROPOSAL

SCOPE OF WORK

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In this section we have outlined our understanding of the project requirements, scope of services, exclusions, and proposed schedule based on the information shared in the RFP document. The proposed fee is included in a separate sealed envelope as requested and aligns with this scope of work and schedule herein.

PROJECT REQUIREMENTS

The scope of work includes Architectural and Engineering services for the Physical Education (PE) Complex building renovations, including PE 100 and PE 300. The buildings were built in 1976 with ordinary masonry construction, and the roof is wood framed typically, with 2x12 at 16" on center. The project construction is valued at \$2,000,000, with Division of the State Architect (DSA) submittal within 120 calendar days of execution of agreement, and construction beginning in May 2020 with a 180-calendar day duration.

The project will be comprised of three Tasks as outlined in the RFP, and regrouped below to align with the Phases outlined in the sample agreement:

1. Schematic Design
 - » Task 1: Project Initiation
 - » Task 2: Research and Analysis
2. Design Development (Task 3: Implementation)
3. Construction Documents (Task 3: Implementation)
4. Agency
5. Bidding
6. Construction Administration
7. Close Out

SCOPE OF SERVICES

Based on the RFP, below is the work required as part of the PE Complex building renovations – we have elaborated on each individual phase to capture the scope we believe is required to complete the project successfully.

PE 100

- Facility HVAC assessment and design improvements to meet current code and the facility and department needs.
- Full HVAC upgrades including repairs, replacement, and modification to the existing mechanical equipment (including rooftop units), and necessary ductwork and controls servicing this system. These improvements will upgrade and modernize the existing facility by improving energy efficiency, zone control, and health and safety for students and staff.
- Renovation to the existing women's locker room only, to upgrade and modernize the existing facilities to meet current code and facility needs.

PE 300

- Renovation of the Men's and Women's restrooms only, to upgrade, modernize, and comply with current codes and facility needs.
- Relocate the MEP systems to accommodate the new ADA compliant layout and provide new finishes.
- Evaluate whether the college could add a separate gender-neutral restroom while still meeting restroom fixture-count requirements.

Schematic Design

Task 1: Project Initiation

- One (1) meeting with District Services and Saddleback College project team to develop and finalize a detailed work plan and schedule, which at a minimum will establish meeting and presentation schedules, clarify roles and responsibilities of both staff and consultant teams, and include an evaluation methodology, in accordance with Architectural Services terms and conditions and appropriate to meet the highest standard for Architectural Services.

Deliverables:

- a. Meeting notes
- b. Final work plan and project schedule
- c. Roles and responsibilities matrix
- d. Evaluation methodology

Task 2: Research and Analysis

- Review available background materials and any other relevant information relating to the project including, but not limited to:
 - » As Built Documents
 - » Maintenance Reports
 - » Hazardous Material Surveys
- Conduct one (1) detailed site visit and review of existing facilities.
- One (1) meeting with College staff and stakeholders most knowledgeable about the project.



Crahan Hills College Canyon Hall Science Building

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
SADDLEBACK COLLEGE PE RENOVATION PROJECT

23

6 SCOPE OF WORK

Deliverables:

- Meeting notes
- Document outlining research and analysis findings
- Basis of Design (BOD) narrative for SMEP systems
- Catalog cuts for major equipment

Design Development (Task 3: Implementation)

- Review of all applicable codes and standards.
- Conducted one (1) detailed site visit and review of existing facilities.
- Lead up to two (2) meetings to discuss design and review with District and College participants.
- Set up DSA pre-application meeting to discuss general project with DSA reviewers to discuss assumptions and direction.
- Submit Design Development documents to the district for review, comment, and approval.
- Receive from District and College comments addressing any design changes, or changes affecting selection of systems or equipment.

Deliverables:

- Meeting notes, including DSA pre-application meeting notes
- Detailed Design Development documents
- Initial cost estimate to complete the work

Construction Documents (Task 3: Implementation)

- Prepare Construction Documents consisting of coordinated drawings and specifications setting forth in detail the requirements for the construction of the project.
- Drawings to show dimensioned floor plan(s) with critical clearances, fixing the location and type of construction for modified partitions, doors, windows, frames, hardware, and fixtures.

- Drawings to be coordinated with structural, mechanical, electrical, and plumbing engineers.
- Prepare book specifications in CSI format - district to prepare and supply the front-end bidding documents (Division 00).
- Lead one (1) meeting to review with District and College participants.
- District to provide final set of comments one (1) week prior to DSA submittal, to ensure proper time is given to update the drawings. Comments are to be minor in nature to address standards and constructability, rather than major design changes.

Deliverables:

- Detailed Construction Documents and Specifications
- Revised and final cost estimate to complete the work

Agency

- Set up DSA intake meeting six (6) to eight (8) weeks prior to submittal date, per agreed upon schedule in Task 1.
- Prepare all DSA forms for submittal to DSA San Diego.
- Revise drawings per reviewer comments.
- Resubmit final documents for final approval through a back-check appointment.

Bidding

- Prepare all necessary bidding information and bidding forms required by the District.
- Attend pre-bid meeting with potential contractors.
- Assist College in responding to RFI's.
- Issue appropriate addenda as required.
- Assist District's construction manager and College in reviewing bids as requested.



SCOPE OF WORK

6

Construction Administration

- Conduct Construction Administration services throughout construction.
- Attend weekly construction progress meetings.
- Review and respond to all Request for Information.
- Review and respond to submittals, product cut sheets, and samples for consistency with contract documents.
- Review and respond to substitution requests.
- Assist District in issuing Construction Change Directives as required.
- Assist District in issuing or reviewing Change Orders as required.
- Review and certify contractor requests for payment.
- Conduct one punch list walk and issue report.

Close Out

- Help to satisfy all DSA requirements and efficiently closeout the project.

EXCLUSIONS

Services excluded from the scope of services outlined above are:

- Record drawings based on as-built information (provided by the contractor)
- Civil engineering

- Site Accessibility and Accessible Paths of Travel to the buildings
- Land surveying and mapping services
- Geotechnical investigation
- Underground utility survey
- Site utilities
- Environmental study and report
- SWPPP and fling with State Water Quality Board
- Design of storm water quantity, quality, and channel protection devices or structures (LID & WQMP)
- Cost estimate reconciliation with a third party estimator at the end of each estimating milestone
- Security systems designs, video surveillance, intrusion detection, and access control systems
- Audiovisual systems design and infrastructure design
- Communications cabling and IT infrastructure designs including technology rooms, cable pathway, specialized equipment enclosures, backbone cabling, and horizontal cabling system designs
- Commissioning services
- LEED certification design or documentation
- Any other services not specifically mentioned in the scope of work above

PROPOSED SCHEDULE

We anticipate the architectural and engineering schedule as noted below:

PHASE	TIMEFRAME	DURATION
0. Executed Agreement / NTP	June 25, 2019	
1. Schematic Design		
» Task 1: Project Initiation	June 25 – July 2, 2019	7 days / 1 week
» Task 2: Research & Analysis	July 3 – July 17, 2019	14 days / 2 weeks
2. Design Development		
» Documentation	July 18 – Aug 18, 2019	31 days / 4.4 weeks
» District Review	Aug 18 – Sept 2, 2019	14 days / 2 weeks
3. Construction Documents		
» Documentation	Sept 3 – Oct 6, 2019	33 days / 4.7 weeks
» District Review	Oct 7 – Oct 21, 2019	14 days / 2 weeks
» Final Document Revisions	Oct 22 – Oct 29, 2019	7 days / 1 weeks
4. Agency: 120 days from Executed Agreement		
» DSA Submittal & Review	Oct 30, 2019 – Jan 28, 2020	90 days / 3 months est
» DSA Backcheck & Approval	Jan 29 – Feb 28, 2020	30 days / 1 month est
5. Bidding*	March 6 – April 17, 2020	42 days / 6 weeks
6. Construction Administration	May 1 – Oct 28, 2020	180 days / 6.4 months
7. Closeout	October 29, Nov 28, 2020	30 days / 1 month

* The bidding phase duration is assumed based on our experience with similar projects. It is up to the District's discretion to adjust this to meet its standard. We are open to adjust the overall schedule above to accommodate District preferences for review time and bidding phase durations.



22 May 2019

18 June 2019 (Revised)

Mr. Matt Blitch
South Orange County Community College District
Health Sciences Building, 3rd Floor
Facilities Planning Department
28000 Marguerite Parkway
Mission Viejo, CA 92692

RE: RFP&Q for Architectural Services for the PE Renovation Project at Saddleback College

Dear Mr. Blitch & Selection Committee:

Thank you for the opportunity to submit our qualifications for this project. Below is the proposed fee that corresponds with the Scope of Work outlined in the main proposal. We have also outlined hourly rates for any potential additional services, as outlined in the sample agreement.

FEE

PHASE	FEE	% OF FEE	DURATION
1. Schematic Design	\$21,300	9%	21 days
2. Design Development	\$42,680	18%	45 days
3. Construction Docs	\$86,910	37%	54 days
4. Agency	\$16,180	7%	120 days
5. Bidding	\$8,010	3%	42 days
6. Construction Admin	\$55,580	23%	180 days
7. Close Out	\$6,340	3%	30 days
SUB-TOTAL	\$237,000		
Reimbursable Cost	\$5,000*		
TOTAL	\$242,000		

* Reimbursable Cost: for printing of documents required for review and approval - actual amount will vary, we will invoice at 1.1 times our cost.

This design service will be invoiced monthly as work is completed and per the allocated percentages in the Agreement.

HOURLY RATES

Additional services are available and will be invoiced at our standard hourly rates listed below or at a negotiated fee.

Architectural Services	Fee Per Hour
Principal	\$270
Project Manager	\$215
Technical Support Staff	\$155
Administrative Support Staff	\$115
Specification Editor	\$150

1300 Dove Street, Suite 100, Newport Beach, CA 92660 | 949.898.1400 | www.littleonline.com





Structural Engineers / Little	Fee Per Hour
Lead Engineer	\$225
Project Manager / Sr. Engineer	\$215
Engineer Designer	\$170
Engineer Technician	\$125

Mech & Elec Engineers / P2S	Fee Per Hour
Principal Engineer	\$301
Engineer Grade 05	\$252
Engineer Grade 01	\$172
Design Engineer Grade 05	\$210
Design Engineer Grade 01	\$135
CAD/BIM Designer Grade 04	\$118
CAD/BIM Designer Grade 01	\$87
Commissioning Grade 05	\$252
Commissioning Grade 01	\$128
Project Assistant	\$87

Civil Engineers / not used

Landscape Architects / not used

Estimator / HLCM	Fee Per Hour
Principal	\$120
Executive Vice President	\$120
Chief Estimator	\$120
Sr Cost Manager	\$120
Sr Mechanical Estimator	\$120
Se Electrical Estimator	\$120
Sr Scheduler	\$120

We appreciate the opportunity to provide a proposal for this work, and we look forward to the opportunity to work with SOCCCD and Saddleback College again.

Sincerely,

Rita S. Carter, AIA
Principal in Charge
1300 Dove Street, Suite 100
Newport Beach, CA 92660
949.698.1406 (t) 909.997.2509 (m) 949.698.1433 (f)



ATTACHMENT B - CRITERIA AND BILLING FOR EXTRA WORK

The following rates which include overhead, administrative cost and profit shall be utilized in arriving at the fee for extra services. The sub-consultant hourly rates as shown below include a 10% administration fee/mark-up fee. The hourly rates reflected below shall be effective as of the date of execution of this Contract and shall be revised each twelve (12) months; thereafter based upon changes in the Consumer Price Index for the previous twelve month period, using the CPI for the geographical area of the ARCHITECT and each sub-consultant involved in the PROJECT.

<u>Architectural Services</u>	<u>Fee Per Hour</u>
Principal	\$270
Project Manager	\$215
Technical Support Staff	\$155
Administrative Support Staff	\$115

Structural Engineers ** Little

See Proposal in Attachment A

Mechanical Engineers **P2S

See Proposal in Attachment A

Civil Engineers **Not used

Landscape ARCHITECTS **Not used

Estimator **HLCM

See Proposal in Attachment A

Electrical Engineers **P2S

See Proposal in Attachment A

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Irvine Valley College Classroom Technology & Audio Video Refresh, Phase 1 Project, Award of Bid No. 364 ("Performing Arts Center Main Theater Audio Visual Improvements, Irvine Valley College"), EIDIM Group, Inc. dba EIDIM AV Technology

ACTION: Approval

BACKGROUND

In 2015, through the Irvine Valley College (IVC) governance process, the college approved funds for upgrading the Performing Arts Center main stage and small theater audio visual equipment from analog to digital. The value of the approved funding is \$409,320.

STATUS

On May 30, 2019 and June 6, 2019, the District ran a newspaper advertisement requesting bids for the Irvine Valley College Performing Arts Center Main Theater Audio Visual Improvements project. The request for bids was also posted on the District website and sent through the PlanetBids portal. Three bids were received on June 19, 2019. The lowest responsive, responsible bid was submitted by EIDIM Group, Inc. dba EIDIM AV Technology in the amount of \$291,247.69 (EXHIBIT A). The District and college staff have reviewed the bids and recommend approval of bid and award of agreement.

Local funds are available for this project from the restricted capital funds.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve award of Bid No. 364, Performing Arts Center Main Theater Audio Visual Improvements project, and approve the agreement (EXHIBIT B) with EIDIM Group, Inc. dba EIDIM AV Technology, in the amount of \$291,247.69.

Bid No. 364
Performing Arts Center Main Theater Audio Visual Improvements
Irvine Valley College

South Orange County Community College District

July 15, 2019

<u>CONTRACTORS</u>	<u>LOCATION</u>	<u>AMOUNT</u>
*EIDIM Group, Inc. dba EIDIM AV Technology	Buena Park, CA	\$291,247.69
RBA Builders, Inc.	Huntington Beach, CA	\$341,389.00
SD Remodeling, Inc.	Rancho Santa Fe, CA	\$364,600.00

***Recommended Award**



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CONSTRUCTION SERVICES AGREEMENT Performing Arts Center Main Theater Audio Visual Improvements Irvine Valley College

EIDIM Group, Inc. dba EIDIM AV Technology

THIS AGREEMENT, dated the 16th day of July, 2019, in the County of Orange, State of California, is by and between South Orange County Community College District, (hereinafter referred to as "DISTRICT"), and EIDIM Group, Inc. dba EIDIM AV Technology, (hereinafter referred to as "CONTRACTOR").

The DISTRICT and the CONTRACTOR, for the consideration stated herein, agree as follows:

1. CONTRACTOR agrees to complete the Project known as Performing Arts Center Main Theater Audio Visual Improvements, Irvine Valley College according to all the terms and conditions set forth in the Project Documents, including but not limited to the Notice Calling For Bids, Information for Bidders, Bid Form, Bid Security, Designation of Subcontractors, all prequalification forms submitted pursuant to Public Contract Code Section 20651.5, if any, Non-collusion Declaration, Workers' Compensation Certificate, Faithful Performance Bond, Payment Bond, Escrow Agreement, if applicable, Drug-Free Workplace Certification, Change Orders, Shop Drawing Transmittals, Insurance Certificates and Endorsements, Guarantees, CONTRACTOR'S Certificate Regarding Non-Asbestos Containing Materials, Disabled Veteran Business Enterprises Certification, if applicable, General Conditions, Supplemental Conditions, if any, Special Conditions, if any, Drawings, Specifications, and all modifications, addenda and amendments thereto by this reference incorporated herein. The Project Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. CONTRACTOR shall perform within the time set forth in Paragraph 4 of this Agreement everything required to be performed, and shall provide, furnish and pay for all the labor, materials, necessary tools, expendable equipment, and all taxes, utility and transportation services required for construction of the Project. All of said work shall be performed and completed in a good workmanlike manner in strict accordance with the drawings, specifications and all provisions of this Agreement as hereinabove defined and in accordance with applicable laws, codes, regulations, ordinances and any other legal requirements governing the Project. The CONTRACTOR shall be liable to the DISTRICT for any damages arising as a result of a failure to fully comply with this obligation, and the CONTRACTOR shall not be excused with respect to any failure to so comply by any act or omission of the Architect, Engineer, Inspector, Division of State Architect, or representative of any of them, unless such act or omission actually prevents the CONTRACTOR from fully complying with the requirements of the Project Documents, and unless the

CONTRACTOR protests at the time of such alleged prevention that the act or omission is preventing the CONTRACTOR from fully complying with the Project Documents. Such protest shall not be effective unless reduced to writing and filed with the DISTRICT within three (3) working days of the date of occurrence of the act or omission preventing the CONTRACTOR from fully complying with the Project Documents.

3. DISTRICT shall pay to the CONTRACTOR, as full consideration for the faithful performance of this Agreement, subject to any additions or deductions as provided in the Project Documents, the sum of Two Hundred Ninety One Thousand Two Hundred Forty Seven Dollars and Sixty Nine Cents (\$291,247.69).

4. The work shall be commenced on the date of the DISTRICT'S Notice to Proceed and shall be completed within Ninety (90) consecutive calendar days from the date specified in the Notice to Proceed.

5. **Time is of the essence.** If the work is not completed in accordance with Paragraph 4 above, it is understood that the DISTRICT will suffer damage. It being impractical and infeasible to determine the amount of actual damage, in accordance with Government Code Section 53069.85, it is agreed that CONTRACTOR shall pay to DISTRICT as fixed and liquidated damages, and not as a penalty, the sum of One Thousand Dollars (\$1,000.00) for each calendar day of delay until work is completed and accepted. Time extensions may be granted by the DISTRICT as provided in Article 64 of the General Conditions. Liquidated damages shall be imposed as set forth in Article 64 of the General Conditions.

6. Termination for Cause or Non-appropriation. In the event CONTRACTOR defaults in the performance of the Agreement as set forth in General Conditions Article 13(a) or if there is a non-appropriation of funds or insufficient funds as set forth in General Conditions Article 13(d), then this Agreement shall terminate or be suspended as set forth in General Conditions Article 13.

7. Termination for Convenience. DISTRICT has discretion to terminate this Agreement at any time and require CONTRACTOR to cease all work on the Project by providing CONTRACTOR written notice of termination specifying the desired date of termination. Upon receipt of written notice from DISTRICT of such termination for DISTRICT'S convenience, CONTRACTOR shall:

- (i) Cease operations as directed by DISTRICT in the notice;
- (ii) Take any actions necessary, or that DISTRICT may direct, for the protection and preservation of the work; and
- (iii) Not terminate any insurance provisions required by the Project Documents.

In case of such termination for DISTRICT'S convenience, CONTRACTOR shall be entitled to receive payment from DISTRICT for work satisfactorily executed and for proven loss with respect to materials, equipment, and tools, including overhead and profit for that portion of the work completed. In the case of Termination for Convenience, DISTRICT shall have the right to accept assignment of subcontractors. The foregoing provisions are in addition to and not in limitation of any other rights or remedies available to the DISTRICT.

8. Hold Harmless and Indemnification. Contractor shall defend, indemnify and hold harmless DISTRICT, Architect, Construction Manager, Inspector, the State of California and their officers, employees, agents and independent contractors from all liabilities, claims, actions, liens, judgments, demands, damages, losses, costs or expenses of any kind arising from death, personal injury, property damage or other cause based or asserted upon any act, omission, or breach connected with or arising from the progress of Work or performance of service under

this Agreement or the Contract Documents. As part of this indemnity, Contractor shall protect and defend, at its own expense, DISTRICT, Architect, Construction Manager, Inspector, the State of California and their officers, employees, agents and independent contractors from any legal action including attorney's fees or other proceeding based upon such act, omission, breach or as otherwise required by this Article.

Furthermore, Contractor agrees to and does hereby defend, indemnify and hold harmless DISTRICT, Architect, Construction Manager, Inspector, the State of California and their officers, employees, agents and independent contractors from every claim or demand made, and every liability, loss, damage, expense or attorney's fees of any nature whatsoever, which may be incurred by reason of:

- (a) Liability for (1) death or bodily injury to persons; (2) damage or injury to, loss (including theft), or loss of use of, any property; (3) any failure or alleged failure to comply with any provision of law or the Contract Documents; or (4) any other loss, damage or expense, sustained by any person, firm or corporation or in connection with the Work called for in this Agreement or the Contract Documents, except for liability resulting from the sole or active negligence, or the willful misconduct of the DISTRICT.
- (b) Any bodily injury to or death of persons or damage to property caused by any act, omission or breach of Contractor or any person, firm or corporation employed by Contractor, either directly or by independent contract, including all damages or injury to or death of persons, loss (including theft) or loss of use of any property, sustained by any person, firm or corporation, including the DISTRICT, arising out of or in any way connected with Work covered by this Agreement or the Contract Documents, whether said injury or damage occurs either on or off DISTRICT property, but not for any loss, injury, death or damages caused by the sole or active negligence or willful misconduct of the DISTRICT.
- (c) Any dispute between Contractor and CONTRACTOR'S subcontractors/supplies/ Sureties, including, but not limited to, any failure or alleged failure of the Contractor (or any person hired or employed directly or indirectly by the Contractor) to pay any Subcontractor or Material supplier of any tier or any other person employed in connection with the Work and/or filing of any stop notice or mechanic's lien claims.

Contractor, at its own expense, cost, and risk, shall defend any and all claims, actions, suits, or other proceedings that may be brought or instituted against the DISTRICT, its officers, agents or employees, on account of or founded upon any cause, damage, or injury identified herein Article 5 and shall pay or satisfy any judgment that may be rendered against the DISTRICT, its officers, agents or employees in any action, suit or other proceedings as a result thereof.

The CONTRACTOR'S and Subcontractors' obligation to defend, indemnify and hold harmless the Owner, Architect, Construction Manager, Inspector, the State of California and their officers, employees, agents and independent contractors hereunder shall include, without limitation, any and all claims, damages, and costs for the following: (1) any damages or injury to or death of any person, and damage or injury to, loss (including theft), or loss of use of, any property; (2) breach of any warranty, express or implied; (3) failure of the Contractor or Subcontractors to comply with any applicable governmental law, rule, regulation, or other requirement; (4) products installed in or used in connection with the Work; and (5) any claims of violation of the Americans with Disabilities Act ("ADA").

This indemnity shall survive termination of the contract or final payment thereunder. This indemnity is in addition to any other rights or remedies which the DISTRICT may have under the law or under the Project Documents. In the event of any claim or demand made against any party which is entitled to be indemnified hereunder, the DISTRICT may in its sole discretion reserve, retain or apply any monies due to the CONTRACTOR under the Project Documents for the purpose of resolving such claims; provided, however, that the DISTRICT may

release such funds if the CONTRACTOR provides the DISTRICT with reasonable assurance of protection of the DISTRICT'S interests. The DISTRICT shall in its sole discretion determine whether such assurances are reasonable.

9. CONTRACTOR shall take out, prior to commencing the work, and maintain, during the life of this Agreement, and shall require all subcontractors, if any, whether primary or secondary, to take out and maintain the insurance coverages set forth below and in Articles 16, 17, 18 and 19 of the General Conditions. CONTRACTOR agrees to provide all evidences of coverage required by DISTRICT including certificates of insurance and endorsements.

Public Liability Insurance for injuries including accidental death, to any one person in an amount not less than	\$2,000,000
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Subcontractors of every tier	\$1,000,000
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and

Subject to the same limit for each person on account of one accident, in an amount not less than	\$2,000,000
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Subcontractors of every tier	\$1,000,000
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Property Damage Insurance in an amount not less than	\$2,000,000
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Subcontractors of every tier	\$1,000,000
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Course of Construction Insurance without exclusion or limitation in an amount not less than	\$2,000,000
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Excess Liability Insurance (Contractor only)	\$2,000,000
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Insurance Covering Special Hazards: The following special hazards shall be covered by rider or riders to above-mentioned public liability insurance or property damage insurance policy or policies of insurance, or by special policies of insurance in amounts as follows:

Automotive and truck where operated in amounts as above

Material hoist where used in amounts as above

Waiver of Subrogation

Contractor waives (to the extent permitted by law) any right to recover against the DISTRICT, and its respective elected officials, officers, employees, agents, and representatives for damages to the Work, any part thereof, or any and all claims arising by reason of any of the foregoing, but only to the extent that such damages and/or claims are covered by property insurance and only to the extent of such coverage (which shall exclude deductible amounts) actually carried by the DISTRICT.

The provisions of this section are intended to restrict each party to recovery against insurance carriers only to the extent of such coverage and waive fully and for the benefit of each, any rights and/or claims which might give

rise to a right of subrogation in any insurance carrier. The DISTRICT and the Contractor shall each obtain in all policies of insurance carried by either of them, a waiver by the insurance companies there under of all rights of recovery by way of subrogation for any damages or claims covered by the insurance.

Additional Insured Endorsement Requirements.

The Contractor shall name, on any policy of insurance required the DISTRICT, their officers, employees, Construction Manager, Architect, and all other Agents and Representatives as additional insureds. Subcontractors shall name the Contractor, the DISTRICT, their officers, employees, Construction Manager, Architect, and all other Agents and Representatives as additional insureds. The Additional Insured Endorsement included on all such insurance policies shall state that coverage is afforded the additional insured with respect to claims arising out of operations performed by or on behalf of the insured. The additional insured endorsement shall be an ISO CG 20 10 (04/13), or an ISO CG 20 38 (04/13), or their equivalent as determined by the DISTRICT in its sole discretion. If the additional insureds have other insurance that is applicable to the loss, such other insurance shall be on an excess or contingent basis. The insurance provided by the Contractor must be designated in the policy as primary to any insurance obtained by the DISTRICT. The amount of the insurer's liability shall not be reduced by the existence of such other insurance.

10. Public Contract Code Section 22300 permits the substitution of securities for any retention monies withheld by the DISTRICT to ensure performance under this Agreement. At the request and expense of the CONTRACTOR, securities equivalent to the monies withheld shall be deposited with the DISTRICT, or with a state or federally chartered bank in California as the escrow agent, who shall then pay such monies to the CONTRACTOR. The DISTRICT retains the sole discretion to approve the bank selected by the CONTRACTOR to serve as escrow agent. Upon satisfactory completion of the Agreement, the securities shall be returned to the CONTRACTOR. Securities eligible for investment shall include those listed in Government Code Section 16430 or bank or savings and loan certificates of deposit. The CONTRACTOR shall be the beneficial owner of any securities substituted for monies withheld and shall receive any interest thereon.

In the alternative, under Section 22300, the CONTRACTOR may request DISTRICT to make payment of earned retention monies directly to the escrow agent at the expense of the CONTRACTOR. Also at the CONTRACTOR'S expense, the CONTRACTOR may direct investment of the payments into securities, and the CONTRACTOR shall receive interest earned on such investment upon the same conditions as provided for securities deposited by CONTRACTOR. Upon satisfactory completion of the Agreement, CONTRACTOR shall receive from the escrow agent all securities, interest and payments received by escrow agent from DISTRICT pursuant to the terms of Section 22300.

11. Prevailing Wages. Wage rates for this Project shall be in accordance with the general prevailing rate of holiday and overtime work in the locality in which the work is to be performed for each craft, classification, or type of work needed to execute the Contract as determined by the Director of the Department of Industrial Relations. Copies of schedules of rates so determined by the Director of the Department of Industrial Relations are on file at the administrative office of the DISTRICT and are also available from the Director of the Department of Industrial Relations. Monitoring and enforcement of the prevailing wage laws and related requirements will be performed by the Labor Commissioner/ Department of Labor Standards Enforcement (DLSE). The following are hereby referenced and made a part of this Agreement and Contractor stipulates to the provisions contained therein: (1) Chapter 1 of Part 7 of Division 2 of the Labor Code (Section 1720 et seq.); and (2) California Code of Regulations, Title 8, Chapter 8, Subchapters 3 through 6 (Section 16000 et seq.)

12. Standard of Care and Professional Conduct. The CONTRACTOR will perform its Services hereunder in a professional manner, using the degree of care and skill ordinarily exercised by, and consistent with, the current professional practices and standards of a professional practicing in California. The CONTRACTOR will furnish, at its expense, those Services that are set forth in this Agreement and represents that the Services set forth in said EXHIBIT are within the technical and professional areas of expertise of the CONTRACTOR or any SUB-CONTRACTOR the CONTRACTOR has engaged or will engage to perform the Service(s). The DISTRICT shall request in writing if the DISTRICT desires the CONTRACTOR to provide Services in addition to, or different from, the Services described. The CONTRACTOR shall advise the DISTRICT in writing of any Services that, in the CONTRACTOR's opinion, lie outside of the technical and professional expertise of the CONTRACTOR. The Work 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.

CONTRACTOR or CONTRACTOR's employees who are determined by DISTRICT to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any of Contractor's employees who fail or refuse to perform, the Services in a manner acceptable DISTRICT, shall be promptly removed from the Project by the Contractor and shall not be re-employed to perform any of the Services or to work on the Project.

13. Equal Opportunity/Non-Discrimination. CONTRACTOR shall not discriminate against any individual with respect to his or her compensation, terms, conditions, or privileges of employment; or discriminate in any way which would deprive or tend to deprive any individual of employment opportunities or otherwise adversely affect his or her status as an employee because of such individual's race, color, religion, sex, national origin, age, disability, medical condition, marital status, veteran status, or any other category protected by law.

CONTRACTOR shall ensure that all services and benefits rendered to the DISTRICT, its representatives, CONTRACTORS/sub-contractors and volunteers are provided free of any form of harassment and without regard to race, color, religion, sex, age, disability, medical condition, marital status, national origin, veteran status, or any other category protected by law. CONTRACTOR shall comply with Americans with Disabilities Act and the Rehabilitation Act of 1973, as amended.

14. Compliance with Applicable Laws, Policies, Procedures, Rules & Regulations. CONTRACTOR agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now and may in the future become applicable to CONTRACTOR, CONTRACTOR'S business, equipment and personnel engaged in services covered by this Agreement or accruing out of the performance of such services. Additionally, CONTRACTOR shall comply with DISTRICT's policies, procedures, rules, regulations and/or guidelines that include but are not limited to smoke free campus, alcohol and controlled substances, conflict of interest, workplace violence, code of conduct, harassment and discrimination prevention and drug-free environment.

15. If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that Andrew W. Bang, whose title is President, is authorized to act for and bind the corporation.

16. Each and every provision of law and clause required by law to be inserted in this Agreement shall be deemed to be inserted herein and the Agreement shall be read and enforced as though it were included herein, and if through mistake or otherwise any such provision is not inserted, or is not currently inserted, then upon application of either party the Agreement shall forthwith be physically amended to make such insertion or correction.

17. This Agreement constitutes the entire agreement of the parties. No other agreements, oral or written, pertaining to the work to be performed, exists between the parties. This Agreement can be modified only by an amendment in writing, signed by both parties and pursuant to action of the Governing Board of the DISTRICT. This Agreement shall be governed by the laws of the State of California.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed.

DISTRICT

CONTRACTOR

By: _____
Ann-Marie Gabel
Vice Chancellor, Business Services

By: _____
Signature

Print Name

Title Email

CONTRACTOR'S License No.

Tax ID/Social Security No.

(CORPORATE SEAL OF CONTRACTOR,
if corporation)

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Memorandum of Understanding for Facilitation of Collective Bargaining Unit Services, California Online Community College

ACTION: Approval

BACKGROUND

The California Online Community College, doing business as Calbright College ("Calbright"), is required by Education Code to employ and assign all personnel and establish employment practices, salaries, and benefits consistent with California law. Calbright is also required to contract with a community college district for the purposes of establishing separate collective bargaining agreements with Calbright faculty and classified employees.

STATUS

The Chancellor of the California Community College has designated SOCCCD as the contracting community college district in order to establish separate collective bargaining agreements for faculty and classified employees of Calbright pursuant to the Educational Employment Relations Act ("EERA"). The Memorandum of Understanding (EXHIBIT A) details the terms of the collective bargaining unit negotiation services for an annual fee of \$25,000 plus reimbursement of salaries, benefits, and costs directly involved in providing the services for the term ending on June 30, 2024.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve a Memorandum of Understanding with the California Online Community College, doing business as Calbright College, for \$25,000 annually plus reimbursement of salaries, benefits, and costs directly involved in providing collective bargaining agreement negotiation services for the California Online Community College for the term ending on June 30, 2024.

MEMORANDUM OF UNDERSTANDING
between the
CALIFORNIA ONLINE COMMUNITY COLLEGE
and the
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

This Memorandum of Understanding ("MOU") is entered into by and between the Board of Trustees for the California Online Community College, doing business as Calbright College ("Calbright") and the Board of Trustees of the South Orange County Community College District ("SOCCCD"). The Parties agree as follows.

WHEREAS, Education Code section 75003(b)(4) provides that Calbright shall employ and assign all personnel and establish employment practices, salaries, and benefits for all employees not inconsistent with California law; and

WHEREAS, Education Code section 75007(c) provides that in employing and assigning all personnel Calbright shall comply with collective bargaining pursuant to Education Code section 70901(f)(2); and

WHEREAS, Education Code section 70901(f)(2) requires Calbright to contract with a community college district for purposes of establishing separate collective bargaining agreements with employees of Calbright pursuant to the Educational Employment Relations Act ("EERA"); and

WHEREAS, the Chancellor of the California Community Colleges is required by Education Code section 70901(f)(2) to designate the contracting community college district;

IT IS, THEREFORE, NOW AGREED BY AND BETWEEN THE PARTIES THAT:

1. Unless earlier terminated either by written agreement of the parties or, following the first year of this MOU, by 90 (ninety) days advance written notice from Calbright to SOCCCD or from SOCCCD to Calbright, this MOU shall expire on June 30, 2024.
2. The Chancellor has designated SOCCCD as the contracting community college district in order to establish separate collective bargaining agreements for faculty and classified employees of Calbright pursuant to the EERA.
3. SOCCCD accepts this designation and will receive \$25,000 (twenty-five thousand dollars) annually from Calbright during the term of this MOU, as consideration for the designation, prorated for any partial year. SOCCCD shall bill Calbright for this amount on a quarterly

basis. Calbright shall remit payment to SOCCCD within 30 calendar days of receiving each such bill from SOCCCD.

4. SOCCCD shall facilitate collective bargaining between Calbright and Calbright's employees for the establishment of separate collective bargaining agreements. SOCCCD's facilitation of this process shall consist of:
 - a. Providing suitable space and other material support for collective bargaining by Calbright at SOCCCD's facilities including availability of broadband internet and photocopying access; and
 - b. Upon the specific request of Calbright, providing advice and counsel to Calbright's management in the conduct of labor negotiations.
5. Calbright shall be the employer of the bargaining unit members of the faculty and classified units governed by the collective bargaining agreements negotiated by Calbright consistent with this MOU. Faculty and classified employees covered by these collective bargaining agreements will be recruited, recommended for hire, and assigned and directed by the chief executive officer of Calbright.
6. Calbright through its representative(s) in collective bargaining shall establish the goals and priorities for bargaining and direct the course of negotiations. Calbright representative(s) shall serve as spokesperson for bargaining, shall be present at all collective bargaining sessions, and shall participate in all formal and informal collective bargaining communications. No SOCCCD personnel will attend any collective bargaining session that occurs as contemplated in this MOU, unless specifically requested to do so by Calbright as contemplated in paragraph 13, below.
7. Calbright through its representative(s) shall have final approval on making and accepting all offers, proposals, counter-proposals, and tentative agreements regarding the collective bargaining agreements as they are negotiated.
8. The collective bargaining agreements between Calbright and the faculty and classified representatives of Calbright's employees shall govern wages, hours, and other terms and conditions of employment under the EERA.
9. No collective bargaining agreements shall take effect unless approved by the Board of Trustees of Calbright.

10. Calbright shall partner with the administration of Saddleback College and Irvine Valley College (“the SOCCCD colleges”) to share learning on adult learners, Competency Based Education delivery models, Learning Management System platforms, and other technologies developed by either Calbright or the SOCCCD colleges that support students learning in an online environment.
11. Calbright shall collaborate with the administration of the SOCCCD colleges on the programming and curriculum developed by Calbright and where practicable align its programming in ways that support the missions of the SOCCCD colleges and provide for seamless transitions of students and working adults between Calbright and the SOCCCD colleges.
12. Calbright shall consult with SOCCCD about the use of land owned by SOCCCD for the possible establishment of a Southern California satellite location for Calbright.
13. Calbright shall reimburse the SOCCCD for the salaries and benefits paid by SOCCCD to its employees for the time spent by those SOCCCD employees working, at the request of Calbright, on Calbright negotiations, and for any direct costs incurred by SOCCCD plus the Federal Indirect Cost Rate. Such time and costs, if any, must be approved in advance by Calbright. SOCCCD shall bill Calbright on a quarterly basis for such time and costs, if any, so incurred. Calbright shall remit payment within 30 calendar days of receiving each such bill from SOCCCD.

IN WITNESS WHEREOF, the parties have entered into this Agreement on the date written below.

**BOARD OF TRUSTEES FOR THE CALIFORNIA ONLINE COMMUNITY COLLEGE,
d.b.a. CALBRIGHT COLLEGE**

By: _____ Date: _____

Name: _____ Title: _____

**BOARD OF TRUSTEES FOR THE SOUTH ORANGE COUNTY COMMUNITY
COLLEGE DISTRICT**

By: _____ Date: _____

Name: T.J. Prendergast III Title: President

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Adopt Resolution No. 19-14, Declaration of Intention to Enter into an Agreement with Irvine Ranch Water District for Grant of Easements at the Advanced Technology and Education Park (ATEP) and to Conduct a Public Hearing

ACTION: Approval

BACKGROUND

California Education Code 81310 et seq. requires the Board of Trustees to adopt a resolution (EXHIBIT A) declaring its intention to convey an easement for utility purposes over any real property belonging to the District and to conduct a public hearing prior to entering into such easement.

STATUS

District staff consultants worked with the Irvine Ranch Water District (IRWD) to develop the easement document for the Advanced Technology and Education Park (ATEP) site. The previously certified Final Environmental Impact Statement /Environmental Impact Report (FEIS/EIR) serves as the required environmental documentation for the Project and its implementation, and satisfies all of the requirements and obligations of the California Environmental Quality Act (CEQA). The IRWD's requested Grant of Easement is attached as EXHIBIT B.

Information on the proposed Grant of Easement will be provided to the Board of Trustees and made available to the public prior to the public hearing on August 26, 2019. At the conclusion of the public hearing, the Board of Trustees will make a determination whether or not to enter into the proposed Grant of Easement.

No costs are associated with this proposed Grant of Easement.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 19-14 declaring SOCCCD's intention to enter into a Grant of Easement to Irvine Ranch Water District at ATEP and to conduct a public hearing on August 26, 2019.

Resolution No. 19-14

RESOLUTION OF THE BOARD OF TRUSTEES
OF THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
DECLARING
ITS INTENT TO ENTER INTO A GRANT OF EASEMENT
TO THE IRVINE RANCH WATER DISTRICT (IRWD)
AND PUBLIC HEARING
ON THIS GRANT OF EASEMENT
ADVANCED TECHNOLOGY AND EDUCATION PARK (ATEP)

July 15, 2019

WHEREAS, Education Code sections 81310, et seq., authorizes the Board of Trustees of a community college district to grant an easement over real property for public utility construction, reconstruction, maintenance, and operations; and

WHEREAS, the South Orange County Community College District (District) staff and consultants have reviewed the terms set forth in the proposed Grant of Easement by the District to the Irvine Ranch Water District, and determined the request to be acceptable; and

NOW, THEREFORE, the Board of Trustees of the District FINDS, DECLARES, RESOLVES and ORDERS as follows:

1. The Board of Trustees hereby declares its intention to enter into a Grant of Easement to the Irvine Ranch Water District.
2. NOTICE IS HEREBY GIVEN that August 26, 2019, at 6:30 p.m. at 28000 Marguerite Parkway, Mission Viejo, California in board room HS 145, is hereby fixed as the time and place that the Board of Trustees will conduct a public hearing to determine if the terms of the Grant of Easement to the Irvine Ranch Water District are acceptable to the District.

At the conclusion of the public hearing, the Board of Trustees will determine whether or not to enter into the proposed Grant of Easement to the Irvine Ranch Water District upon the terms and conditions set forth therein or upon such other terms as the Board of Trustees may determine to be in the best interests of the District.

3. The secretary of the Board of Trustees is hereby authorized and directed to give notice of the adoption of this resolution by publication in the Orange County Register newspaper not less than ten (10) days prior to the date of the public hearing on this matter.

PASSED AND ADOPTED, by the Board of Trustees of the South Orange County Community College District, Orange County, State of California, on July 15, 2019.

T.J. Prendergast III, President

Timothy Jemal, Vice President

James R. Wright, Clerk

David B. Lang, Member

Marcia Milchiker, Member

Barbara J. Jay, Member

Terri Whitt, Member

Kathleen F. Burke, Chancellor
And Secretary to the Governing Board

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Grant Award, California Virtual College - Online Education Initiative, Improving Online CTE Pathways Grant

ACTION: Approval

BACKGROUND

On May 1, 2019, Saddleback College submitted a proposal *Bridging the Gaps and Increasing Quality in CTE Online Education Pathways* to the California Community College Chancellor's Office, California Virtual College Online Education Initiative in response to their program solicitation for the Improving Online CTE Pathways Grant (EXHIBIT B). This project provides Saddleback College the opportunity to improve course offerings, access and student support in CTE online education.

STATUS

On May 31, 2019, the California Virtual College notified Saddleback College of its intent to award the college \$500,000 over a one-year period from July 1, 2019 to June 30, 2020. As identified in EXHIBIT A, Saddleback College will increase access and quality in online courses by building new online certificates, credentials or programs and increase quality of online courses offered by developing and implementing Peer Online Course Review. Additionally, access and student support will also be targeted through increased outreach activities, website enhancement and the development of the Online Education Peer Mentor program. Principal Investigator Dr. Marina Aminy will lead project efforts with support from the Online Education Faculty Coordinators, Learning Resource Center staff, the Faculty Center for Student Success and the Saddleback College Grants Office.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the award from the California Community Colleges Chancellor's Office of \$500,000 for the California Virtual College Online Education Initiative, Improving Online CTE Pathways Grant from July 1, 2019 to June 30, 2020 and authorize the Vice Chancellor of Business Services to execute the agreement.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
UNIT APPLYING: SADDLEBACK COLLEGE**

- () GRANT APPLICATION ABSTRACT
(x) GRANT ACCEPTANCE ABSTRACT
() GRANT RENEWAL ACCEPTANCE ABSTRACT
() REVISIONS TO ACCEPTANCE ABSTRACT

1. **PROJECT TITLE:** Bridging Gaps and Increasing Quality in CTE Online Education
2. **PROJECT DIRECTOR:** Marina Aminy
3. **PROJECT ADMINISTRATOR:** Marina Aminy
4. **GRANTOR AGENCY:** California Community Colleges Chancellor's Office
5. **FUNDING SOURCE:** California Virtual Campus Online Education Initiative
6. **STARTING AND ENDING DATES OF THE PROJECT:** July 1, 2019 - June 30, 2020




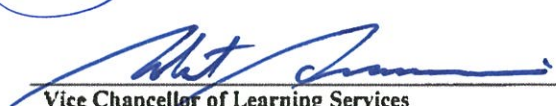
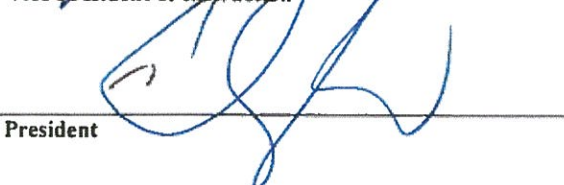
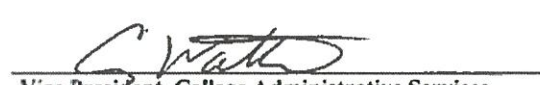
7. **EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):**

Bridging the Gaps and Increasing Quality in CTE Online Education Pathways will utilize California Virtual College-Online Education Initiative (CVC-OEI) grant funds to increase access and quality in online courses by building new online certificates, credentials or programs and increase quality of online courses offered by developing and implementing Peer Online Course Review (POCR) at Saddleback College. Funds will be utilized to support the following: faculty development and enhancement of online course content; faculty training and course review through POCR process; instructional specialists to support course development, administrative and grant coordination support; release time for faculty online education coordinators; implementation of the Online Education Peer Mentor program which will provide tutors and student/peer support specialists to create a more supportive onboarding experience for online education students.

8. **SUMMARY BUDGET**

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$500,000	\$000	\$000	\$500,000

9. **APPROVALS**

 Division/School Dean	 Chancellor
 Vice President of Instruction	 Vice Chancellor of Learning Services
 President	 Vice President, College Administrative Services

EXPENDITURES SUMMARY

The Expenditures Summary should follow the standard expenditure categories as used in the operating budget.


	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/ College/Vendor)
1000 Certificated Salaries	\$ 231,513		
2000 Classified Salaries	\$ 100,000		
3000 Benefits	\$77,987		
4000 Supplies	\$ 7,000		
5000 Contracted Services and Other Expenses	\$ 83,500		
6000 Capital Outlay			
7000 Other Outgo			
Other Charges (e.g.: Indirect Costs)			
TOTALS	\$ 500,000		

*Matching Funds: "In-Kind" matching funds are usually allocations of existing personnel, space, supplies, and equipment.

PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Faculty	[X]	[X]	[]	[X]
2. Classified Staff	[X]	[]	[]	[X]
3. Non Bargaining Unit (students)	[]	[X]	[X]	[]

PARTNERSHIPS (if applicable)

	California Community Colleges	California Virtual Campus – Online Education Initiative
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Improving Online CTE Pathways

Letter of Intent

Date: March 6, 2019

College/District Name: SOCCCD/Saddleback College

College/District Address: 28000 Marguerite Parkway
Mission Viejo, CA 92692

College/District Phone: 949-582-4365

Proposed Title:

Building Online CTE Programs through Course Development and Improving Quality through Peer Online Course Review

Proposed Project Summary:

With nearly 28% of FTES generated from online courses, Saddleback College is currently #2 in the state for total enrollments in fully online courses. Remarkably, Saddleback's institutional data indicates that for the first time, the college's success and retention rates in online courses *exceed* the outcomes of face-to-face courses. This dramatic growth in online education during the past four years has come with improved outcomes across all areas, including CTE courses, with several fully online and partially online programs. Finally, Saddleback has one of the strongest and most robust CTE and Economic Workforce Development programs in the region, with 33% of credit FTES generated by CTE during 2017-2018.

In the past year, Saddleback has mapped out all programs (including ADT, AS, AA, OSA and CA) to identify how many are fully online, how many are close and what, if any, "roadblocks" exist to creating comprehensive online programs. In this preliminary work, several programs have been identified which are already fully online, and many more that are just 1-3 courses away from being fully online. The majority of these programs that are close to being fully online are in CTE and Workforce areas. This project will utilize CVC/OEI grant funds to focus on programs that are 1-3 courses away from being completely online, by providing support and time for key faculty and chairs to collaborate in building these courses fully online in order to "fill in the gaps."

A key component of this project will be a faculty-led launch of Peer Online Course Review (POCR). As part of this process, the project team will:

- Gather information from other colleges through the CVC/OEI Consortium where successful POCR models already exist.
- Build a scalable plan for local POCR that involves faculty leaders, department chairs, and the Academic Senate. This process will include consideration of training needed, coordinators for the entire process, support for peer reviewers of courses; support for faculty to integrate and improve courses when feedback is received, and a mechanism for institutional tracking of the quality and improvement that results from this process.
- Launch the POCR process, where, initially, only CTE courses and faculty will participate. However, the process will be designed with scalability in mind with practices in place to integrate additional courses, programs and faculty in the future. The POCR process will also be designed with a goal of institutionalizing college-wide in the future so that it can be continued without need for external funding.

Initial discussions with deans and faculty in all areas of the college indicate that 5-8 programs can become fully online within a year, including some strategic math courses that serve as core requirements for several AST/AAT degrees. The college will have a clearer determination of exactly which programs will be candidates for transition in time for the grant application deadline. For the POCR, our goal is to have a minimum of 10 courses peer reviewed for a pilot, with plans to scale this out to include most courses in the future.

Proposed Total Budget Request: \$250-500K

Primary goal of proposed project:

- Build new online certificates, credentials or programs (Track 2)

Please describe the areas with which your proposed project best aligns.

1. To increase access to existing online certificates, credentials or programs.
2. To improve quality of existing online certificates, credentials or programs.
3. To build an online certificate, credential or program that addresses regional workforce needs.

Describe your level of certainty — i.e., outline what might change between submitting this letter of intent and submitting your application.

As Saddleback has already begun the work of mapping its online programs, and initiated work to address the "gaps" in these offerings, the project team is confident and certain of its ability to achieve these goals. Since Saddleback offers nearly a third of all credit

courses online (28% counting noncredit), the college's faculty are already interested and engaged in teaching online, utilizing the Learning Management System (LMS) and integrating technology into their courses. Furthermore, the college offers an in-house Online Educator Certificate that is very popular with faculty members; the 10-week session has been completed by nearly 200 faculty members at the college. This program provides a good infrastructure and model for integrating the POCR process. Finally, the college has a Faculty Center, where three full-time instructional technologists support faculty with online education, course design, navigation, and LMS administration; the center offers workshops, training and one-on-one support. Given this inherent culture of continuous improvement in online education, an in-house certificate program, and dedicated resources of the Faculty Center, the project team is confident in its ability to complete the transition of 6-8 CTE programs to fully online status and develop and pilot a POCR program within the grant year.

Project Director/Principal Investigator

Name: Marina Aminy, Ph.D.
Title: Dean of Online Education and Learning Resources
Phone: 949-582-4365
Email: maminy@saddleback.edu

 3/5/2019

Signature

Community College or Authorized Organizational Representative

Name: Ann-Marie Gabel, CPA
Title: Vice Chancellor Business Services
Phone: 949-582-4664
Email: agabel@socccd.edu

 3/11/19

Signature

MEMORANDUM

May 31, 2019

Via Email

TO: Chief Executive Officers
Chief Instructional Officers
Chief Student Services Officers
Chief Business Officers
Academic Senate Presidents
Distance Education Coordinators

FROM: Jory Hadsell, Ed.D.
Executive Director, California Virtual Campus – Online Education Initiative

RE: Formal Notification of Intent to Award Improving Online CTE Pathways Grant Funds

This memorandum is a formal notification of the intent to award Improving Online CTE Pathways grant funds to 70 applicants (attached).

Improving Online CTE Pathways grant awards will not exceed \$500,000 per college and awardees must expend their funds by the end of the 2019-2020 fiscal year. Eligible applicants included both individual colleges and/or districts, or multiple colleges and/or districts working together as partners.

Grant applications were reviewed and competitively scored based on meeting minimum required objectives and criteria including project preparation, statement of need, alignment with CCCCCO goals, overall description, project feasibility, budget and timeline, proposed reporting and evaluation, and post-grant commitment.

Applications were given one of two designations based on the overall score achieved:

1. Funded (F)
2. Not Funded (NF)

Projects designated as Funded (F) may be required to adjust their budgets and/or scope in order to receive a grant award. Within a week of the date the notice of intent to award is posted, the California Virtual Campus – Online Education Initiative (CVC-OEI) grants administration team will follow-up with each of the Principal Investigators (PIs) to address potential adjustments prior to execution of the formal grant agreement.

Additional questions can be directed to grants@cvc.edu.

More information is available at <https://cvc.edu/pathwaysgrant/>.

PLEASE NOTE:

An applicant may file an appeal of the proposed grant awards. The appeal must be in writing and be signed by the College President, District Superintendent/Chancellor, or designee. The appeal must be filed within ten (10) business days after the date the notice of intent to award is posted. Appeals must be filed with the Executive Director of the California Virtual Campus – Online Education Initiative (CVC-OEI). The appeal must specify the grounds of appeal and must be based on the process and/or procedures used in the review and recommendation of applications for awards. The Executive Director shall review all the information submitted with the appeal, consult



with the California Community Colleges Chancellor's Office where necessary, and render a decision within thirty (30) calendar days of the date of receipt of the appeal. The decision of the Executive Director is final.

Cc: Erin Larson, Grant Co-Monitor, Educational Services and Support
Russell Grant, Grant Co-Monitor, Digital Innovation and Infrastructure

Attachment

Intent to Award

List of Applicants and Funding Status
Improving Online CTE Pathways Grant Program

APPLICANT	PROJECT TITLE	STATUS
American River College, Cosumnes River College & Sacramento City College	Addressing the Regional Cybersecurity Talent Shortage: Building a Jointly Offered Program	F
Bakersfield College	CTE Goes Online	F
Berkeley City College	Innovative CTE Online Pathway Development and Quality Assurance for Student Success	F
Cabrillo College	Improving Online CTE Pathways (IOCP) Program	F
Canada College	Online Expansion for Student Success and Job Attainment	F
Chabot College	Improving Online CTE Pathways Project	F
Chaffey College	Chaffey College Virtual Center for Career Pathways (CCVCCP)	F
Clovis Community College	Developing Fully Online Pathways and Infrastructure Support	F
Coast Community College District	Improving Online CTE Pathways at Coast Colleges	F
College of Alameda	Online Career Education Opportunities (OCEO@COA)	F
College of Marin	Creating Online CTE Pathways	F
College of the Canyons	Strengthening CTE with Course Design and OER	F
College of the Canyons	Technical Support for OER/ZTC Grantees	F
College of the Desert	Improving Online Career and CTE Education Pathways	F
College of the Sequoias	COS Online Pathways	F
College of the Siskiyous	Closing the Gap between Equity, Access, and Employment Opportunities through an Online Administration of Justice Program	F
Contra Costa College	Improving the Quality and Increasing the Quantity of Online CTE Pathways	F
Cosumnes River College & Folsom Lake College	Accelerated Pathways to Careers in Health Information Management and the Public Sector	F
Cuyamaca College	Increasing Access to High-Wage Automotive Careers	F
Diablo Valley College	Online Certificates in High-Demand, High-Wage Fields	F
Evergreen Valley College	Online Certificates: Pathways to Career Success	F
Foothill College	Promoting Online Workforce Engagement and Resources (POWER)	F
Gavilan College	To Achieve Employment Equity in Southern Silicon Valley	F

APPLICANT	PROJECT TITLE	STATUS
Grossmont College	Skills Building for Technologies	F
Hartnell College	Ready Set Go	F
Imperial Valley College	Imperial Valley Online Career Education	F
Lake Tahoe Community College	Tahoe Pathways: Creating Online CTE Opportunities for All	F
Laney College	Improving Online CTE Pathways with a Focus on ESOL and Adult Students	F
Las Positas College	Business Access N Quality (BANQ)	F
Lassen College	Strengthening Online Career Training for Agriculture, Small Business and Computer Science Programs	F
Long Beach City College	CTE Online Teaching Improvement Project (COTIP)	F
Los Angeles City College	Online Innovation Project	F
Los Angeles Pierce College	Improving CTE Pathways through Online Classes	F
Los Angeles Trade-Technical College	CTE Online Pathways to Career, Academic and Transfer Success	F
Los Angeles Valley College	Project HOPE (Having Online Positive Experiences)	F
Los Medanos College	LMC Virtual Pathways	F
Los Rios Community College District	Scaling Up a Local Course Review Process to Improve Los Rios Colleges' CTE Programs	F
Merced College	Innovative Hub for Online Programs and Education (i.HOPE): Expanding and Improving Online CTE	F
Merritt College	Accelerating Online CE Pathways to Employment	F
MiraCosta College	Online Social Work and Human Services Program	F
Modesto Junior College	Building MJC Capacity for Online Education Scale, Impact, and Equity (MJC Online)	F
Monterey Peninsula College	MPC Online Course Design Academy	F
Moorpark College	Improving Online CTE Pathways: Business/Accounting, Hospitality Management, Child Development and Journalism/Public Relations	F
Mt. San Antonio College	Promoting Success for Online Students and Faculty	F
Mt. San Antonio College	Expanding Online Pathways and Increasing CTE Completion	F
Mt. San Jacinto College	IT FasTrack: Online Pathways to Successful IT Careers	F
Norco College	Improving Online CTE Pathways Grant Program	F
Palomar College	Meeting San Diego Regional Workforce Needs with CTE Programs (PCO)	F
Peralta Community College District	Peralta CTE Online Equity Initiative	F

APPLICANT	PROJECT TITLE	STATUS
Porterville College	Online Career Ready	F
Reedley College	Expanding Online CTE Certificate Pathways and ZTC Options	F
Rio Hondo College	CTE - Support for Teaching Robust Online New Programs for Gainful Employment (CTE-STRONG)	F
Sacramento City College	Wraparound Student Services: A Robust Student Academic Technology Support Plan to Address Equity Achievement Gaps Districtwide	F
Saddleback College	Bridging Gaps and Increasing Quality in CTE Online Education Pathways	F
San Bernardino Valley College	Creating and Expanding Quality Accessible Online Pathways for Students	F
San Diego Continuing Education	Project WIN (Workforce Innovation Now): Initiatives to Support Immediate Online Growth and Quality	F
San Diego Miramar College	San Diego Pathways Online	F
San Joaquin Delta College	CTE Pathways to Early Childhood Education and Education Certificates	F
Santa Monica College	Accelerating Online Career Education Success @ SMC	F
Santa Rosa Junior College	Supporting Quality Online Workforce Programs (SCOWP)	F
Santiago Canyon College	SCC Online CTE Pathways Grant	F
Shasta College	CTE Online Education Pathways	F
Skyline College	Transformative & Equity-Focused Online Workforce Preparation: Designing Pathways for Tomorrow's Ever-Changing Careers	F
Southwestern College	Equitable Online Pathways for Southwestern College's CTE Students	F
Taft College	Building and Improving Online CTE Certificates	F
Ventura College	AdvancED: Online Learning to Meet Regional Workforce Needs	F
Victor Valley College	High Desert Online Education for Local In-Demand Sectors Pathways Project (HD In-Demand)	F
West Valley College	Building Exemplary Courses for the Online Accounting Clerk Certificate	F
Woodland Community College	Innovation Entrepreneurship Preparation for Regional Economic Vitality	F
Yuba College	CTE Distance Education Expansion 2019	F
Allan Hancock College	Fire Technology & Internship College Work Experience	NF
Cerritos College	Creating Pathways to Extend Online Degrees and Certificates in Business Education	NF



APPLICANT	PROJECT TITLE	STATUS
Cerro Coso Community College	Roadmap to Online Student Success: Resources, Quality Courses, and Student Access	NF
City College of San Francisco	Agility in Automotive, Business, Cannabis, Computing and HealthCare Technology: Accelerated Badging, Certificates and Degrees Online (ABCD Online)	NF
College of San Mateo	Comprehensive Support for Student Success in Online Pathways	NF
Crafton Hills College	Closing the Digital Divide	NF
Cuesta College	Increasing Student Success & Retention through Consistent and Quality Online Course Design	NF
Cypress College	Meeting Workforce Needs: Improving Online CTE Pathways	NF
East Los Angeles College	Improving Online CTE Courses, Pathways & Business to Law Expressway	NF
El Camino College	Improving Online CTE Pathways at El Camino College	NF
Los Angeles Pierce College & West Los Angeles College	Pierce/West POCR Implementation Partnership	NF
Mendocino College	Getting CTE Online and On-Track	NF
Mission College	Enhancing and Augmenting Online CTE Courses and Programs through Instructional Design, Development, and Implementation	NF
Pasadena City College	PCC Online - Career in a Year	NF
Riverside City College	Improving Online CTE Pathways Project	NF
San Diego City College	Promoting and Increasing Access to Online Graphic Design Programs and Courses	NF
Santa Ana College	Getting in the Workforce: Creating and Expanding CTE Certificate Pathways Online	NF
West Los Angeles College	Completing Online CTE Pathways	NF
Woodland Community College	Northern California Allied Health Opportunities through Virtual Chemistry	NF

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Board Policy Revision: BP-3100 Budget Preparation, BP-3205 Insurance, BP-3340 Employee Phone Allowance, BP-3515 Reporting of Crimes and/or Safety Concerns and Notification Protocols, BP-4009 Certification of Freedom from Tuberculosis, BP-4012 Academic Administrators and Classified Managers Personnel Files, BP-4013 Confidentiality and Conflicts of Interest in Hiring, BP-4017 Child Abuse Reporting, BP-4020 Designated Administrators and Classified Management Personnel, BP-4050 Workplace Violence, BP-4073 Faculty Reassigned Time and Stipends, BP-4077.1 Change of Assignment Classified Managers, BP-4079 Bereavement Leave for Management Personnel, BP-4082 Medical Benefits for Management Personnel While on Leave, BP-4101 Salary Schedules and Annual Step Increments for Management Personnel, BP-4102 Salary Schedule Placement for Management Personnel and Classified Bargaining Unit Employees, BP-4203 Sick Leave for Management Personnel, BP-4209 Classified Management Personnel Reduction in Force Notification, BP-5410 Student Equity, BP-5604 Admissions, BP-5605 Residence Determination, BP-5615 Student Records Compliance with Family Educational Rights and Privacy Act (FERPA), BP-5627 Student Participation in Governance

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

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

Legal counsel has been involved in the review process, as needed. The proposed policies were presented to the Chancellor's Council on June 13, 2019 for review and recommendation to the Chancellor. EXHIBITS A through W were brought to the Board of Trustees on June 24, 2019 for review and study.

RECOMMENDATION

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

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

3100

BUSINESS

BUDGET PREPARATION

The Board of Trustees is responsible for the control of all the funds of the District and accepts the responsibility to direct the use of these funds in a prudent manner.

Each year, the Chancellor shall direct the staff in the development of the budget and present to the Board a budget, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The schedule for presentation and review of budget proposals shall comply with state laws and regulations, and provide adequate time for Board study.

Budget development shall meet the following criteria:

- A. The annual budget shall support planning, both on a ~~District~~district-wide and college basis. Planning documents critical to the development of the budget are the ~~District~~district-wide strategic plan, college strategic plans, educational master and ~~facilities~~strategic master plans, facilities master plan, ~~District~~district-wide information technology plan, and other planning documents.

~~—The Board of Trustees Budget Development Guidelines are used to build the budget.~~

B. Reserve for Economic Uncertainties

The general fund reserve for economic uncertainties shall be no less than 7.5 percent of the projected unrestricted revenue. A monthly update will be provided to the Board of Trustees that reviews current revenue, expenditures, and ending balance projections. Any action proposed by a staff member, a Board member, or the Board of Trustees as a governing body, which could potentially reduce the reserve, will be reported to the Board in the monthly update. A reported reduction in the reserve below 7.5 percent shall be accompanied by a plan that indicates how the reserve shall be restored.

C. Deficit Financing

Deficit financing is defined as a budget in which projected expenditures exceed projected revenue for the year. Deficit financing should not occur for ongoing expenses such as salary increases. The amount of deficit financing should always be clearly presented in the budget document. Deficit financing shall not result in a reserve balance that is less than 7.5 percent.

~~B. —Assumptions upon which the budget is based are presented to the Board for review.~~

- ~~• Changes in the assumptions upon which the budget was based shall be reported to the Board in a timely manner.~~

Adopted:	9-23-91	Revised:	04-28-08
Revised:	4-26-99	Revised:	08-26-13
Revised:	9-29-03		

~~C.D.~~ A ~~schedule-Budget Calendar~~ is provided to the Board ~~by the December Board Organization meeting of annually~~ that includes dates for presentation of the tentative budget, required public hearing(s), Board study session(s), and approval of the final budget. At the public hearings, interested persons may appear and address the Board regarding the proposed budget or any item in the proposed budget.

~~D. Unrestricted general reserves shall be no less than 7.5%.~~

E. Budget projections shall address long-term goals and commitments.

F. Following the adoption of the District budget by the Board of Trustees, the Chancellor shall administer the budget in conformity with all legal requirements and the actions of the Board of Trustees.

References:

Education Code Section ~~70901, 70902~~, 70902(b)(5);

Title 5, Section 58300 et seq.

Accreditation Standard III.D.

Adopted: 9-23-91
Revised: 4-26-99
Revised: 9-29-03

Revised: 04-28-08
Revised: 08-26-13

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

3205

BUSINESS

INSURANCE

The Chancellor or designee shall be responsible to ~~secure~~ procure and maintain insurance for the District as required by law, which shall include but is not limited to the following liabilities: ~~described as follows:~~

A. Liability

Coverage shall insure the District (includes officers, agents, and employees) for damages for death, injury to persons or damage or loss of property.

B. ~~Personal~~ Directors & Officers ~~Liability~~

Coverage shall protect the personal liability of the District's ~~members of the~~ Board of Trustees, ~~and the~~ officers, and employees ~~of the District~~ for damages for death, injury to a person, or damages or loss of property caused by the negligent act or omission of the Board ~~Member~~, officer or employee when acting within the scope of her/his ~~his or her~~ office or employment.

C. Worker's' ~~e~~ Compensation ~~insurance.~~

In the event of a workplace injury/illness, employees shall be afforded coverage for basic benefits, including medical care, temporary disability benefits, permanent disability benefits, supplemental job displacement benefits, return-to-work supplement, and death benefits.

The Chancellor or designee may provide coverage for persons authorized by the governing board to perform volunteer services for the District. Such coverage, including Workers' Compensation may be the same or comparable to coverage afforded to the District's officers, agents, and employees.

Insurance coverages may be written by any insurance company authorized to transact business of insurance in the state or by a non-admitted insurer and the District may join in a joint powers agreement for the purposes described in this policy.

A fund for self-insurance will be established and maintained to receive transfers from the general fund for deductibles and loss payments arising from self-insurance programs or noninsured losses.

Reference:

*Education Code Sections ~~70902; 72502;~~ 72506; 81602*1, et seq.

Labor Code Section 3364.5

Adopted:	4-08-91	Revised:	5-26-09
Revised:	4-26-99	Revised:	7-30-12
Revised:	9-29-03		

BOARD POLICY

3340

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

EMPLOYEE ~~CELLULAR TELEPHONE / SMARTPHONE~~PHONE ALLOWANCE

Employees may receive a monthly allowance for the use of a cellular telephone or smartphone if it is warranted for ~~4~~District business. The Chancellor or designee shall establish an Administrative Regulation relating to an allowance for the use of a cellular telephone/smartphone in conjunction with district business. ~~AR 3340 will outline the monthly allowance and usage limits.~~ Board of Trustees may be reimbursed for their actual cellular telephone/smartphone expense.

Motor vehicle drivers shall not use cellular telephones while operating their vehicles without a hands-free device and shall comply with all requirements of California law regarding the use of cellular telephones in vehicles.

Employees' business activity on their personal phones is subject to public records acts requests. When any such public records act request is received, the District shall follow *Board Policy and Administrative Regulation 3004 – Public Records*. In accordance with that policy and regulation, the employee will be notified and must respond to the request within the prescribed timelines.

Reference:

Vehicle Code Sections ~~12810.3~~, 23123, and 23124

Adopted: 10-26-04
Revised: 07-19-05
Revised: 10-27-08

Revised: 06-22-09
Revised: 12-07-09
Revised: 06-23-14

Revised:

Page 1 of 1

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

3515
BUSINESS

REPORTING OF CRIMES AND/OR SAFETY CONCERNS AND NOTIFICATION PROTOCOLS

~~The Chancellor and College Presidents shall assure that, as required by law, all occurrences reported to campus police of, and arrests for, crimes that are committed on campus and that involve violence, hate crimes, theft, destruction of property, illegal drugs, or alcohol intoxication are compiled and recorded.~~

~~The Chancellor and College Presidents shall also assure that all occurrences, acts of bias, and hate crimes reported to and for which a written report is prepared by campus police, are compiled and recorded.~~

~~Furthermore, all such information concerning the crimes and acts of bias shall be made available within two business days following the request of any student or employee of, or applicant for admission to, any campus within their respective jurisdictions, or to the media, unless the information is the type of information exempt from disclosure.~~

~~These crime statistics shall be submitted annually to the Department of Education in compliance to the Jeanne Clery Act. The information shall be disseminated by the campus police in a manner that aids the prevention of similar crimes and made available as required by law.~~

The Chancellor shall ensure that the colleges maintain and report crime statistics, and provide crime and safety notifications to the campus community as required by the Jeanne Clery Act or as required by administrative regulations. Reports must include all crimes reported to Campus Police.

Reference:

~~*Education Code Section 67380*~~

Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998

BOARD POLICY

4009

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

CERTIFICATION OF FREEDOM FROM TUBERCULOSIS

The Chancellor shall ensure District and college compliance with the California Education Code requirements for certification of freedom from tuberculosis.

References:

California Education Code Section: 87408.6

BOARD POLICY

4012

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

ACADEMIC ADMINISTRATORS AND CLASSIFIED MANAGERS PERSONNEL FILES

Personnel records are private, accurate, complete, and permanent. Personnel records are maintained in ~~the District Office of~~ Human Resources.

Every Academic Administrator and Classified Management employee has the right to inspect personnel records pursuant to the Labor Code.

Information of a derogatory nature shall not be entered into an employee's personnel records unless and until the employee is given notice and an opportunity to review and comment on that information.

The employee shall have the right to enter, and have his or her own comments attached to any derogatory statement. The review shall take place during normal business hours and the employee shall be released from duty for a reasonable amount of time for this purpose without salary reduction.

With the exception of routine documents (e.g. payroll reports, status reports, etc.) or any documents ~~generated by the employee or~~ previously signed by the employee, any material placed in an employee's file must be signed and dated by both the employee and the individual who is requesting that the material be placed in the employee file. The employee's signature is only to acknowledge that the employee saw the document, it does not imply agreement with the material. A copy of any document other than the aforementioned routine documents, ~~documents generated by the employee,~~ or documents previously signed by the employee, shall be given to the employee prior to the time of insertion in the personnel file.

Nothing in this procedure shall entitle an employee to review ratings, reports, or records that (a) were obtained prior to the employment of the person involved, (b) were prepared by identifiable examination committee members, or (c) were obtained in connection with a promotional examination or interview.

Reference:

Education Code Section 87031, et seq.;
Labor Code, Section 1198.5, et seq.

Adopted: 4-28-08

Reviewed by BPARAC & Chancellor on 10-28-13. No recommended change to policy.

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

~~4011.2~~4013

HUMAN RESOURCES

CONFIDENTIALITY AND CONFLICTS OF INTEREST IN HIRING

SECTION I: DEFINITIONS

- Committee: The Hiring Committee, also known as the Search Committee.
- Director: Director of Recruitment and Employment Services, Human Resources.
- District: The South Orange County Community College District.
- HR Specialist: Human Resources Specialist, ~~Hiring Compliance Officer and EEO representative~~ assigned to the job ~~opening~~ recruitment.
- President: President of the College at which the position is assigned.
- Related Party: A related party is the father, mother, son, daughter, brother, sister, uncle, aunt, first cousin, nephew, niece, grandfather, grandmother, grandson, granddaughter, ~~husband,~~ wife ~~spouse~~, registered domestic partner, father-in-law, mother-in-law, brother-in-law, sister-in-law, step-father, step-mother, step-son, step-daughter, step-brother, step-sister, half-brother, half-sister, or any person who is living in the same household as an employee involved in the hiring process. ~~Further, a related party is a business entity (or trust) which is at least five percent owned by the person or in combination with related parties to the person.~~

SECTION II: CONFIDENTIALITY

Confidential hiring information includes all applications for District employment, as well as applicants' and finalists' names and rankings, information and materials obtained in the hiring process, and the deliberations of the Committee.

Committee members may disclose confidential hiring information only to another member of the Committee, to a District employee authorized by the District to possess such information, or to an individual acting as an agent of the District, or when required to do so by court order.

SECTION III: CONFLICTS OF INTEREST

It is the personal obligation of each evaluator in the District's employment processes to judge each candidate fully, impartially, and only in terms of the qualifications established for the position.

Adopted: 01-21-03
Revised: 12-08-03
Reviewed: 05-31-11

No person may participate in a specific selection process when such participation would involve them in decisions or actions which affect their own interests or the interests of a Related Party or parties. No person may serve as an evaluator for a position if he or she has an association with any candidate for that position, when that association is based on past or present financial or real property interests, family relationships, or similar close personal connections that would compromise the impartiality of the evaluator.

Each person must disclose past or present financial or real property interests, family relationships, or similar close personal connections that would compromise the impartiality of the evaluator. Irrespective of the existence or nonexistence of any such interest or relationship, a member of a hiring committee must disclose to the HR Specialist any relationship, including any professional relationship, or issue which limits or which may reasonably create the appearance of limiting the ability of the member to act in a strictly impartial manner toward any candidate.

SECTION IV: COMPLIANCE

All hiring committee members are required to comply strictly with this Board Policy ~~4011.2~~4013. Employees who violate this policy may be subject to appropriate discipline by the President, Chancellor, Chancellor's designee, or Board, consistent with applicable District policy, collective bargaining agreements, and law.

No person may serve on a hiring committee who has not first signed the following statement:

I have received and read a copy of *Board Policy ~~4011.2~~4013, Confidentiality and Conflicts of Interest in Hiring*. I agree to maintain confidentiality as described in Section II above, and I affirm that, to the best of my knowledge, I am free of any conflicts of interest with respect to applicants for the position to be filled, and that I am capable of rendering an impartial judgment with regard to each candidate. I will ask to be excused from the committee should this condition change during the course of the hiring process.

BOARD POLICY

4017

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

CHILD ABUSE REPORTING

The Chancellor shall establish procedures related to the responsibility of employees, within the scope of employment or in their professional capacity, to report suspected abuse and neglect of children.

References:

Penal Code Sections 261, 264.1, 273a, 273d, 285, 286, 288, 288a, 289, 647a, and 11164- 11174.3;

Welfare and Institutions Code Sections 300, 318, and 601;

Family Code Sections 7802, 7807, 7808, 7820-7829, 7890, and 7892

BOARD POLICY

4020

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

DESIGNATED ADMINISTRATORS AND CLASSIFIED MANAGEMENT PERSONNEL

The Board of Trustees, upon recommendation of the Chancellor, shall designate administrators and classified manager positions. In addition, pursuant to California Education Code, the Board of Trustees shall also designate those administrative positions which are also educational administrative positions. A complete and accurate list of these positions will be maintained in ~~the~~ Office of District Human Resources.

Reference:

California Education Code, Section 87002(b)

Adopted:	05-23-77	Revised:	05-11-92	Revised:	08-29-11	Page 1 of 1
Revised:	11-26-86	Revised:	04-26-99	Revised:		
Revised:	04-10-89	Revised:	01-20-04			

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

~~4000.3~~4050

HUMAN RESOURCES

WORKPLACE VIOLENCE

The District is committed to an environment that is free from workplace violence or a threat of violence. The safety and security of District employees, students, and visitors is of the highest priority to the District and is essential to carrying out the mission of the District. The District shall take steps to effectively handle actual or potential critical work place violence incidents. Unlawful violence or a credible threat of violence from any individual, that can reasonably be construed to be carried out or to have been carried out in the workplace, as these terms are defined in Code of Civil Procedures, is prohibited.

An employee against whom violence or a threat of violence has been directed in the workplace shall notify the Vice Chancellor of Human Resources or designee immediately. The Vice Chancellor of Human Resources shall ensure a thorough investigation is conducted and that appropriate action is taken should the allegation be substantiated. The Vice Chancellor shall consider whether to seek a temporary restraining order and injunction on behalf of the employee who has suffered the unlawful violence or credible threat of violence and, if appropriate, other District employees.

Retaliation against individuals for reporting violations of this policy is prohibited.

The Chancellor shall develop ~~Administrative~~ administrative ~~Regulations~~ regulations to establish a workplace violence prevention program.

References:

- 1) *Federal Occupational Safety and Health Act 29 United States Code, Section 654 (a)(1)*
- 2) *California Labor Code, Sections 6400, et seq. Occupational Safety and Health; 8 Cal. Code Reg., Section 3203*
- 3) *California Civil Code, Section 51.7, Freedom from Violence or Intimidation*
- 4) *California Code of Civil Procedure, Section 527.8, Workplace Violence Safety Act*

Adopted: 03-20-95 Revised: 04-30-12
Revised: 04-26-99
Revised: 08-29-05

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BOARD POLICY

4073

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

FACULTY REASSIGNED TIME AND STIPENDS

~~A faculty member's primary assignment is to provide teaching, library, and counseling services as described in Board Policy 4309 Duties and Responsibilities of the Faculty and SOCCCD Academic Employee Master Agreement. In addition, faculty is expected to fulfill an essential leadership role in the coordination of programs and in the representation of faculty in the effective participation in college and district governance. Specifically, Education Code Section 70902, "Duties and Responsibilities of the Board of Trustees," states that the Board of Trustees shall:~~

~~Regulations are to be adopted that are consistent with minimum standards established by the board of governors to ensure faculty, staff, and students the opportunity to express their opinions. These opinions are given every reasonable consideration, to ensure the right to participate effectively in district and college governance. Academic and Professional matters upon which the Board of Trustees will rely primarily upon the advice and council of the Academic Senate for curriculum and academic standards.~~

I. REASSIGNED TIME

Reassigned time is part of a faculty load that is subtracted from the faculty's primary assignment to create time for leadership functions. When coordination of a program or engaging in effective college or District participation requires significant amounts of time in addition to the faculty member's primary assignment, the ~~President~~ president of the college may recommend reassigned time for the faculty leader to the Chancellor.

II. STIPENDS

A stipend is a monetary payment to faculty that does not result in a reduction in a faculty's primary assignment. When a college president determines that program coordination or effective participation warrants compensation, a stipend may be paid to the faculty member following recommendation to the Chancellor and approval by the Board of Trustees.

III. EQUITY

The amount of a stipend or reassigned time will be calculated using objective and relevant workload measures that promote equitable compensation for leadership assignments.

IV. ACCOUNTABILITY

Adopted: 05-26-09
Reviewed: 12-17-12

The expected outcomes of the leadership assignment shall be specified and approved in advance by the college president.

~~V.~~ V. EXCLUSIONS

~~The Board of Trustees may exclude some stipend and reassigned time expenditures from a college's limitation, as defined in Administrative Regulation 4073, or establish separate limitations for them. The costs of reassigned time and stipends awarded to the SOCCCD Faculty Association, accreditation, service to certain state-wide statewide community college organizations, and grants and categorical monies would be excluded from college specific calculations. Stipends and Reassigned time for non-reoccurring assignment would be excluded from college specific calculations, by recommendation of the President and approval of the Chancellor.~~

~~VI.~~ V. LIMITATIONS

The Board of Trustees may establish limitations on the total expenditures for reassigned time and stipends as a part of the budget approval process. If a percentage cap is chosen, then each college will be assigned a percentage that takes into consideration the size of the college and need.

Reference:

California Education Code Section 70902

BOARD POLICY

4077.1

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

CHANGE OF ASSIGNMENT CLASSIFIED MANAGERS

DELETE BP-4077.1

~~The appropriate administrators and/or managers are authorized to change the assignment of an employee for up to five (5) days without initiating a change of salary.~~

~~Requests for a change of an employee's assignment in excess of five (5) days will be directed to the Chancellor's designee, who will submit a recommendation to the Chancellor concerning any proposed change in an employee's assignment.~~

~~When a classified management employee is temporarily assigned to a higher classification for more than five (5) work days within a 15 calendar day period, the employee's salary will be adjusted upward for the entire period of work in the higher classification at a rate that reasonably reflects the duties to be performed outside of the employee's regular classification.~~

Adopted: 8-24-82
Revised: 4-10-89
Revised: 4-26-99
Revised: 1-31-05

Revised: 4-30-12

BOARD POLICY

4079

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

BEREAVEMENT LEAVE FOR ~~ADMINISTRATORS AND CLASSIFIED~~ MANAGEMENT PERSONNEL

~~Administrators and classified management~~ Management personnel shall be granted ~~five (5)~~ five (5) days leave of absence for the death of a spouse or domestic partner, child; child of spouse or domestic partner; parent, step-parent, legal guardian of the employee or of the spouse or domestic partner of the employee; or five (5) days if more than two hundred (200) miles of travel each way from their residence is required whenever travel out-of-state is required for any other member because of the death of any member of the employee's immediate family. Otherwise, management personnel shall be granted three (3) days leave of absence for any other member of the employee's immediate family.

~~The term member of the immediate family as used in this policy means the mother, father, grandmother, grandfather, or grandchild of the employee or of the spouse of the employee or a registered domestic partner, and the spouse, son, son-in-law, daughter, daughter-in-law, brother, brother-in-law, sister, sister-in-law, of the employee, or a former spouse, or any relative living in the immediate household of the employee or a registered domestic partner.~~ No deduction shall be made from the salary of any employee qualifying for bereavement leave.

Reference:

California Education Code Section 88194

Adopted:	02-26-68	Revised:	04-10-89	Revised:	01-31-05	Page 1 of 1
Revised:	02-22-72	Revised:	04-26-99	Revised:	07-25-11	
Revised:	11-26-79	Revised:	05-24-04			

BOARD POLICY

4082

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

MEDICAL BENEFITS FOR ~~ADMINISTRATORS AND CLASSIFIED~~ MANAGEMENT PERSONNEL WHILE ON LEAVE

~~Administrators and classified management~~ Management personnel of the South Orange County Community College District shall receive medical, dental, vision, and life insurance benefits while on a leave of absence in accordance with the following conditions:

1. Employees shall continue to receive insurance benefits while on a paid leave of absence.
2. An employee on an unpaid leave of absence due to illness shall continue to receive insurance benefits, provided by the District, for one year following the date the employee attained unpaid leave status.
3. Employees on an unpaid leave longer than one year may continue to receive District insurance benefits beyond the one year by paying the District's costs to provide these insurance benefits.
4. The benefits provided by this policy shall run concurrently with rights under the federal Family and Medical Leave Act of 1993 (FMLA) and the California Family Rights Act (CFRA).

Adopted: 06-21-93
Revised: 04-26-99
Revised: 01-31-05

Revised: 02-27-12

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BOARD POLICY

4101

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

SALARY SCHEDULES AND ANNUAL STEP INCREMENTS FOR ~~ADMINISTRATORS AND CLASSIFIED~~ MANAGEMENT PERSONNEL

Salary schedules shall be adopted by the Board of Trustees for ~~administrators and classified~~ management personnel and shall contain an annual pay increment for each step indicated for a particular position. Copies of these schedules shall be on file in ~~the Office-District of~~ Human Resources and available on the ~~district~~ website.

Adopted:	06-09-69	Revised:	01-31-05
Revised:	04-10-89	Revised:	09-26-11
Revised:	04-26-99		

BOARD POLICY

4102

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

SALARY SCHEDULE PLACEMENT FOR ~~ADMINISTRATORS, CLASSIFIED~~ MANAGEMENT PERSONNEL, AND CLASSIFIED BARGAINING UNIT EMPLOYEES

I. INITIAL SALARY PLACEMENT

A. Management Personnel

New hires will ~~normally~~ be placed on Step 1 of the appropriate salary schedule. The Chancellor or designee may approve a higher placement based on education and/or experience that exceeds the minimum qualifications as listed in the job announcement and is directly related to the position ~~to be competitive with the employment market and/or the work experience and skill level of the new employee.~~

B. Classified Bargaining Unit Employees

Initial placement for newly appointed first-time classified bargaining unit employees will be at step one (1) of the appropriate salary range. Placement above step one will be according to Article 8.7.1.1. of the CSEA contract.

II. PROMOTION/CHANGE IN STATUS

If an employee is promoted from one District position to a higher level, the Chancellor or designee may place the employee on a step that results in a pay increase that appropriately compensates for the increase in responsibilities.

Employees promoted to a higher CSEA classified position shall be placed according to Article 8.7.1 of the CSEA contract.

III. DEMOTION

If an employee is demoted from one District position to a lower level, the Chancellor or designee may place the employee on a step that reflects the reduction in responsibility.

BOARD POLICY

4203

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

SICK LEAVE FOR ~~EDUCATIONAL ADMINISTRATORS AND CLASSIFIED~~ MANAGEMENT PERSONNEL

~~Employees who are not members of a collective bargaining unit~~ Management personnel shall be entitled to a leave of absence for personal illness or injury with full salary at the rate of one (1) day for each month served. Credit for a leave of absence need not be accrued prior to the taking of such leave by the employee. The leave of absence may be taken at any time during the year. However, a new ~~Educational Administrator/ Classified Management~~ management employee of the district shall not be eligible to take more than six (6) days or the proportionate amount to which the employee may be entitled until the first day of the calendar month after the completion of six (6) months of service with the district. Sick leave that is not used during any fiscal year shall be allowed to accumulate from year to year.

References:

~~California- Education- Code- Sections~~ 88191, 88207- 4(b)

Adopted:	09-29-69	Technical	Revised:	02-27-17	Page 1 of 1
Revised:	07-10-73	Update:	04-26-99		
Revised:	04-10-89	Revised:	12-06-10		

BOARD POLICY

4209

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

CLASSIFIED MANAGEMENT PERSONNEL REDUCTION IN FORCE NOTIFICATION ~~DELETE Board Policy 4209~~

~~California Education Code, establishes a 45-day notification for reduction in force of Classified Leadership Personnel. However, excluding disciplinary actions, in which case prevailing California Education Code applies, a 90-day notification will be issued to Classified Management staff affected by a reduction in force.~~

~~Whenever it becomes necessary to reduce the number of classified management employees because of lack of work, lack of funds, or in the interest of economy, the Chancellor shall recommend the specific positions to be discontinued. Other facts being equal, employees shall be laid off in reverse order of seniority within the job classifications of such discontinued positions.~~

Reference:

~~—California Education Code, Section 88017~~

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5410
STUDENTS

STUDENT EQUITY

The Board of Trustees is committed to assuring student equity in educational programs and ~~College-college~~ services. The ~~P~~resident at each ~~College-college~~ shall establish and implement a student equity plan that meets Title 5 standards. It is the intent of the Legislature that colleges prioritize funding for high-need and disadvantaged students.

Reference:

*California Education Code Section 66030, et. seq. 78221(c), and 78222 (c)(4)
Title 5, California Code of Regulations, Section 54220*

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5604

STUDENTS

ELIGIBILITY FOR ADMISSIONS

A. GENERAL ADMISSION

Admission to Irvine Valley College and Saddleback College is open to individuals who are capable of profiting from the instruction offered for those:

1. Who possess a high school diploma or its equivalent; or
2. Who are 18 years of age or over-of-ageolder. Such persons shall be admitted as a provisional student, and therefore, shall be required to comply with the District's rules and regulations regarding scholastic achievement and other standards to be met by provisional or probationary students as a condition to being area-readmitted in any succeeding semester; or
3. Who Whom are apprentices as defined in Section 3077 of the California Labor Code.

The District shall in its discretion, or otherwise federally mandated, evaluate the validity of a student's high school completion.

B. ADMISSION TO SPECIAL PROGRAMS

In addition to meeting the academic standards for admission to the-either Collegescollege, students wishing to enroll in special programs (i.e. nursing) must satisfy additional admissions requirements. Specific criteria for admission to those programs shall be approved by the President.

C. SPECIAL ADMISSION

Students enrolled in grades K-12 who can demonstrate their ability to benefit from college instruction may be admitted as a special admission. Special part-time admission students are limited to a maximum of 11 units per semester. Special full-time admission may be approved by the President to-for an individual identified as highly gifted and who has been released by the primary school district.

D. DENIAL OF REQUESTS FOR SPECIAL FULL TIME ENROLLMENT

If the President denies admission to any special full-time admission applicant who is identified as highly gifted, the applicant shall:

1. Be provided a written statement within 60 days of the request identifying the findings and the reason for denial of the request.

Adopted: 05-15-89 Revised: 09-26-05
Revised: 04-26-99 Revised: 02-27-12
Revised: 12-10-01

2. The written recommendation and denial shall be issued at the next regularly scheduled board meeting that occurs at least 30 days after the request is made.

E. INTERNATIONAL STUDENT ADMISSION

The colleges of the District have been approved by the United States Department of Justice to accept and enroll international students with an F1 Visa status. The colleges will seek to achieve broad representation from nations of the world to benefit both international and ~~the~~ District students and the community it serves.

In addition to submitting an international student application, o~~Only~~ individuals who have completed the equivalent of an American high school education with satisfactory grades; those who can demonstrate they possess adequate financial resources to support themselves and meet educational expenses, and who have demonstrated English language proficiency will be admitted. All international students are required to purchase health and accident insurance from the company approved by the District's ~~Business Services~~ Procurement, Central Services or Risk Management Office.

Reference:

U.S. Department of Education regulation on the Integrity of Federal Financial Aid
Programs under Title IV, 34 Code of Federal Regulations Part 668.16

California Education Code, Sections 48800, 76000, 76001, 76002(b) California Labor
Code, Section 3077

Adopted:	05-15-89	Revised:	09-26-05
Revised:	04-26-99	Revised:	02-27-12
Revised:	12-10-01		

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5605
STUDENTS

RESIDENCE DETERMINATION

Except for students seeking to enroll exclusively in career development and college preparation courses, and other courses for which no credit is given, students shall be classified at the time of each application for admission or registration as a resident or nonresident student.

~~Students shall be classified at the time of each application for admission or registration as a resident or nonresident student.~~

A resident is any person who has been a bona fide resident of California for at least one year on the residence determination date. The residence determination date shall be the day immediately preceding the first day of a semester or summer session for which the student applies to attend.

Residence classification shall be made for each student at the time an initial applications for admission ~~are~~ is accepted ~~or during initial~~ registration each term, occurs and whenever a student who has not been in attendance for more than one semester reapplies. A student classified as a nonresident may be reclassified as of any subsequent residence determination date.

The Chancellor shall enact administrative regulations to assure that residence determinations are made in accordance with California Education Code, Title 5, California Code of Regulations and the Student Attendance Accounting Manual.

Reference:

*California Education Code, Section 68040, 68086 and 76140
Title 5, California Code of Regulations, Section 54000, et seq.*

Adopted: 05-15-89 Revised: 05-21-12
Revised: 04-26-99
Revised: 01-31-05

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

5615
STUDENTS

STUDENT RECORDS: COMPLIANCE WITH FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Chancellor shall assure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

The Chancellor may direct the implementation of appropriate safeguards to assure that student records cannot be accessed or modified by any person not authorized to do so.

Any currently enrolled or former student of the District has a right of access to any and all student records relating to him or her maintained by the District. Student access means that students may review or request copies of documents in their file. Original documents turned over to the District/College will remain in the student's file.

No District representative shall release the contents of a student record to any member of the public without the prior written consent of the student, other than directory information as defined in Administrative Regulation 5615, and information sought pursuant to a court order, or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Students shall be notified of their rights with respect to student records, including the definition of directory information.

Reference:

~~California~~ ~~Education~~ ~~Code~~, Section 76200, ~~et seq.~~
California Civil Code Section 1798.85
California Code of Regulations, Title 5 Section 54600 et.seq.
20 U.S. Code Section 1232g(j)

Revised: 5-15-89
Revised: 4-26-99
Revised: 8-30-04

Revised: 1-31-05
Revised: 11-17-09
Revised: 6-23-14

BOARD POLICY

5627

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

STUDENT PARTICIPATION IN GOVERNANCE

The Associated Students of the colleges of the South Orange County Community College District (SOCCCD) shall be given an opportunity to participate in the formulation and development of district policies and regulations that have a significant effect on students. The selection of student representatives to serve on SOCCCD committees or task forces shall be made after consultation with the Associated Student Governments of the respective colleges. The opinions and recommendations of the students will be given every reasonable consideration.

Except for emergency situations, the Board of Trustees shall not take any action on matters subject to this policy until the designated student groups have been provided the opportunity to participate. District and college policies and regulations that have or will have a “significant effect on students” include the following:

- A. grading policies;
- B. codes of student conduct;
- C. academic disciplinary policies;
- D. curriculum development;
- E. courses or programs which should be initiated or discontinued;
- F. formulation of policies and regulations concerning graduation requirements;
- G. processes for institutional planning and budget development;
- H. standards and policies regarding student preparation and success;
- I. student services planning and development;
- J. student fees within the authority of the District to adopt; and
- K. any other District and college policy, regulation, or related matter that the District governing board determines will have a significant effect on students.

Student representatives will be treated with equal inclusion, opportunity and consideration in respect to all participatory governance and will have access to necessary and relevant information, documents and resources necessary for meaningful participation in governance processes.

As there are times during the academic year in which students are generally less available, such as summer, every reasonable effort shall be made to schedule meetings so that student participation is possible.

Reference:

*Title 5, California ~~Education~~ Code of Regulations, Section 51023.7;
California Education ~~Code~~, Section 70902~~f(b)(7)~~*

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 Exhibits A and B.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
ACADEMIC EMPLOYEE AND CLASSIFIED ADMINISTRATOR PERSONNEL
ACTIONS/RATIFICATIONS**

A. NEW PERSONNEL APPOINTMENTS

1. ADMINISTRATIVE EMPLOYMENT (Ratified – Pursuant to Board Policy 4000)

- a. ¹MATHUR, ROOPA ID # 008428, is to be employed as Interim Director of Economic and Workforce Development (Categorical), Pos. # P0007017, Division of Career and Continuing Education and Integrated Design, Engineering and Automation, ATEP, Irvine Valley College. Academic Administrators and Classified Administrators/Managers Salary Schedule, Range 19, Step 6 (\$167,268), effective **July 1, 2019**. Education: Ph.D. (Information Systems Management), Walden University, Minneapolis; M.S. (Computer Information Systems), University of Phoenix, Phoenix; and B.S. (Electrical Engineering), University of Houston, Houston. (Exhibit B)

2. FULL-TIME FACULTY EMPLOYMENT (Ratified – Pursuant to Board Policy 4000)

- a. GRAYSON, ARI, ID #023204, is to be employed as Architecture Instructor, Pos #P0001506, Division of Advanced Technology & Applied Sciences, Saddleback College, effective August 12, 2019. Approximate Salary Placement: Range V, Step 1. Education: Ph.D., Architecture; University of Michigan; M.S., Architecture; University of Michigan; M.S., Architecture; Arizona State University; B.S., Architectural Engineering, Kennesaw State University, Georgia.

3. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF (Ratified - Pursuant to Board Policy 4000)

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Brown, Abbey	Equivalency	Biology/SC	1	08/19/19
Browne, Errol	PhD/History	History/SC	5	05/28/19
Carver, James	MS/Statistics	Math/IVC	2	08/19/19
Chavez, Christian	MS/Counseling	Counselor/IVC	5	08/19/19
Daly, Heather	PhD/History	History/IVC	5	08/19/19
Fleming, Timothy	MS/Biology	Biology/IVC	2	08/19/19
Gardner, Carla	MS/Wellness Coaching	Emeritus/SC	2	08/19/19
Garza, Teri	MA/Library Science	Librarian/SC	2	08/19/19
Gilmore, Shelly	MS/Education/Reading	Reading/SC	3	08/19/19
Gotts, Cynthia	AA/Fashion Design	Fashion/SC	1	08/19/19
Maki, Lauren	MS/College Counseling	Counselor/SC	2	05/28/19
Sangervasi, Michael	MA/Intl Relations	Political Science/SC	2	05/28/19
Seaney, Robert	BA/Philosophy	Communication Arts/IVC	1	08/19/19
Smith, Jan	AA/Interior Design	Interior Design/SC	1	08/19/19
Turcotte, Jan	AA/Interior Design	Interior Design/SC	1	08/19/19

¹ The effective date for Dr. Mathur's contract is revised from August 1, 2019 to July 1, 2019. The original contract was approved by the Board of Trustees on June 24, 2019.

B. ADDITIONAL COMPENSATION: GENERAL FUND

1. It is recommended that the following **Irvine Valley College** faculty members be compensated upon completion of additional duties as indicated below.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Beck, Rebecca	Facilitator, ESL MAIS 3	\$708.00	01/14/19-05/22/19
Tchaikovsky, Bennet	Chair, Business Sciences	\$7,275	08/12/19-12/18/19
Wolken, Matthew	Chair, IDEA	\$4,365	08/12/19-12/18/19

General Fund/IVC Month to Date: \$12,348.00

IVC APPROVED FISCAL YEAR TO DATE: \$12,348.00

2. It is recommended that the following **Saddleback College** faculty members be compensated upon completion of additional duties as indicated below.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Cavazzi, Deidre	Relax in the Stacks -Yoga	\$85.30	05/10/19-05/10/19
² Farthing, Scott	Co-Chair, Music	\$514.98	05/28/19-06/30/19
Farthing, Scott	Fine Arts Div. Prep Work for 19/20	\$5,118.00	06/03/19-06/30/19
Rosenberg, Eileen-Alannah	Honors Coord.	\$4,248	05/28/19-08/09/19
Stevenson, Robert	Chair, Advanced Manufacturing	\$2,910	08/12/19-12/18/19

General Fund/SC Month to Date: \$12,876.28

SC APPROVED FISCAL YEAR TO DATE: \$12,876.28

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following **Irvine Valley College** faculty members be compensated upon completion of additional duties as indicated below.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Gray, Sarah	BST AB 705 Workshop 2	\$63.98	02/08/19-02/08/19
Morris, April	GAP4+1 Program Director	\$10,185.00	08/19/19-12/18/19
Morrow, Stacy	BST Math 310 Training 2	\$63.98	01/09/19-01/09/19
Powell, Laura	BST AB 705 Workshop 8	\$63.98	02/08/19-02/08/19
Powell, Laura	BST AB 705 Workshop 1	\$63.98	03/08/19-03/08/19
Shank, Virginia	BST AB 705 Workshop 7	\$63.98	02/08/19-02/08/19
Tiongson, Edwin	ELEVATE AAPI Coordinator	\$11,046.35	05/28/19-08/09/19
Wolken, Matthew	NSF S-STEM Co-PI 1	\$2,730.61	08/19/19-12/18/19

Non-General Fund/IVC Month to Date: \$24,281.86

IVC APPROVED FISCAL YEAR TO DATE: \$24,281.86

² This stipend was originally approved by the Board of Trustees on June 24, 2019 in the amount of \$1,132.80 with an effective date of 05/28/19-08/09/19.

C. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND - Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated upon completion of additional duties as indicated below.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Major, Nicole	OER Co-Chair	\$1,066.25	06/01/19-07/31/19
Pakula, Jennifer	OER Co-Chair	\$1,066.25	06/01/19-07/31/19
Podolak, Mark	Create Mrktg Materials for Odyssey Day	\$600.00	05/02/19-05/14/19
Richards, Holly	OER Adoption, CDE 15	\$500.00	02/01/19-05/23/19

Non-General Fund/SC Month to Date: **\$3,232.50**

SC APPROVED FISCAL YEAR TO DATE: **\$3,232.50**



Office of Human Resources

**AGREEMENT FOR EMPLOYMENT OF
INTERIM DIRECTOR OF ECONOMIC AND WORKFORCE
DEVELOPMENT (CATEGORICAL)
IRVINE VALLEY COLLEGE (ATEP/IDEA)**

**BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DR. ROOPA MATHUR**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2019, by and between the Governing Board of the South Orange County Community College District (hereinafter referred to as either the "District" or "Board", as appropriate) and Dr. Roopa Mathur (hereinafter "Dr. Mathur").

IT IS HEREBY AGREED AS FOLLOWS:

1. Interim Director of Economic and Workforce Development (Categorical). Dr. Mathur is hereby employed as Interim Director of Economic and Workforce Development (Categorical) at the District's Irvine Valley College (ATEP/IDEA) campus for a period of time commencing on July 1, 2019, and ending on June 30, 2020, or sooner. The Interim Director of Economic and Workforce Development (Categorical) is a classified employee as defined in Education Code Section 87001(a), and a classified administrator or student services administrator as defined in Education Code Section 87002(b), and a management employee as defined by Government Code Section 3540.1(g).

2. General Terms and Conditions of Employment. This Agreement is subject to all applicable laws of the State of California, the rules and regulations of the Board of Governors of the California Community Colleges, and the rules, regulations, policies, and procedures of the District, all of which shall be made a material part of the terms and conditions of this Agreement as if set forth in full. This Agreement shall prevail over any conflicting District rules, regulations, policies or procedures.

3. Powers and Duties. Dr. Mathur shall perform all of the powers and duties of the position of Interim Director of Economic and Workforce Development (Categorical) at Irvine Valley College (ATEP/IDEA), as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Dr. Mathur may be transferred or assigned to any duties or positions for which she possesses the minimum qualifications required by law. However, reassignment pursuant to this Section of the Agreement, during the term of this Agreement, shall not result in a reduction of compensation during the term of this Agreement.

4. Salary. Salary paid to the Interim Director of Economic and Workforce Development (Categorical) shall be paid at Range 19, Step 6, \$167,268 per annum, of the Academic and Classified Administrators/Classified Managers Salary Schedule. The salary shall be paid in equal monthly installments for the duration of the Agreement. The Board reserves the right to increase the Interim Director of Economic and Workforce Development's (Categorical) salary from time to time. Any adjustment in salary during the term of this Agreement shall not be interpreted as a new agreement nor operate as an extension or renewal of this Agreement.

5. Professional Schedule and Vacation. Dr. Mathur shall be required to render 12 months of full and regular service (243 days) to the District during each annual period covered by this Agreement, or any successor. Dr. Mathur shall accrue one day of sick leave for each full month of employment during the term of

the Agreement. Dr. Mathur shall also accrue two (2) days of vacation with pay for each full month of employment during the term of this Agreement, exclusive of holidays provided in the California Education Code and any additional local holidays granted by the Board to 12-month administrative employees. Dr. Mathur may accrue vacation days up to a maximum of forty-eight (48) days. Once Dr. Mathur reaches this maximum amount, she will cease to accrue additional vacation benefits until her balance falls below the maximum amount. Upon termination or expiration of this Agreement, Dr. Mathur shall be entitled to compensation for unused and accrued vacation days at her then current base salary rate for no more than that amount of unused vacation that may be accrued under this Agreement. All vacation time must be scheduled in advance and approved by the Dean of Career and Continuing Education and Integrated Design, Engineering and Automation.

6. Performance Evaluations.

6.1 The Dean of Career and Continuing Education and Integrated Design, Engineering and Automation will provide Dr. Mathur with periodic opportunities to discuss the Dean/Director relationship.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Dr. Mathur, as actually budgeted, and in accordance with District policy and procedures, for all actual and necessary expenses incurred in attending meetings, conferences, and other activities required of Dr. Mathur in the performance of her duties at Irvine Valley College (ATEP/IDEA).

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Dr. Mathur for travel expenses outside the County of Orange in accordance with District policies and procedures. The District shall provide Dr. Mathur with a monthly stipend of \$125 to cover use of a personal automobile within Orange County and a monthly allowance of \$165 to cover cellular telephone expenses.

8. Fringe Benefits The District shall provide to Dr. Mathur, her spouse and eligible dependents, all health and welfare benefits which presently include health, medical, dental, vision, and life insurance, as are granted to the District's 12-month administrative employees including any applicable deductibles and contributions that are provided to the District's 12-month administrative employees. It is agreed and understood that these fringe benefits may be amended and modified or deleted in their entirety from time to time as determined by the Governing Board. Notwithstanding any such amendments or modifications, Dr. Mathur, her spouse, and eligible dependents shall receive the same health and medical benefit package including any applicable deductibles and contributions that are provided to the District's 12-month administrative employees.

9. Amendment, Termination, or Non-renewal.

9.1 This Agreement may be amended by mutual written agreement between the parties.

9.2 Non-renewal of this Agreement shall be in accordance with Education Code Section 72411. However, as this is an interim assignment for less than one year with an expiration date of no later than June 30, 2020, no further notice of termination shall be required.

9.3 Since Dr. Mathur has previously acquired tenure in the District as a faculty member, she shall be so assigned upon the termination of this Agreement, and the terms and conditions of her employment will be the same as any other similarly situated faculty member. Termination of Dr. Mathur from her employment with the District, as opposed to the termination of this Agreement, shall be pursuant to the provisions of California Education Code Section 87732 et. seq., and 87660 et. seq. Effective the date of this Agreement, she will be placed on Class V, Step 17 of the Academic Salary Schedule and all subsequent years of service as an administrator will count for additional step placement in the event of administrative retreat.

9.4 In accordance with Government Code Section 53260, the maximum cash settlement that the Interim Director of Economic and Workforce Development (Categorical) may receive upon termination shall be an amount equal to the monthly salary of the employee multiplied by the number of months left on the unexpired term of the contract or not more than eighteen (18) months of salary and benefits, whichever is less. As further required under California Government Code Section 53243 et seq., the Interim Director will be required to fully reimburse the District any salary if the Interim Director of Economic and Workforce Development (Categorical) is convicted of a crime involving an abuse of her office or position. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53260, 53243, 53243.2, 53243.3 and 53243.4.

10. Entire Agreement. This Agreement is an integrated agreement and constitutes the entire agreement between the parties pertinent to the subject matter hereof. It supersedes all prior agreements and understandings of the parties in connection herewith. It is the product of arms-length negotiations between the parties and shall not be interpreted in favor of either party nor against the other party on account of such party drafting any of the provisions of this Agreement.

11. Headings. The headings in this Agreement are inserted for convenience of reference and shall not be considered in the construction of the provisions of this Agreement.

12. Applicable Law. This Agreement is drawn to be effective in, and shall be construed in accordance with the laws of, the State of California.

13. Savings Clause. If any provision of this Agreement is held to be contrary to law by a court of competent jurisdiction, such provision shall not be deemed valid or binding except to the extent permitted by law, but all other provisions shall continue to remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have duly approved and executed this Agreement on the day and year above written.

GOVERNING BOARD OF THE SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

by _____
Dr. Kathleen F. Burke
Chancellor
South Orange County Community College District

Dated _____

by _____
Dr. Roopa Mathur
Interim Director of Economic and Workforce
Development (Categorical)
Irvine Valley College (ATEP/IDEA)

Dated _____

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 Amount (\$)</u>	<u>Effective Date</u>
Weil, Alex	Canvas Conversion, Web Enhanced	\$1,000.00	08/21/17-12/20/17
July 15, 2019	IVC Canvas Conversion	\$ 1,000.00	
June 24, 2019	IVC Canvas Conversion	2,000.00	
May 20, 2019	IVC Canvas Conversion	-	
April 22, 2019	IVC Canvas Conversion	1,000.00	
March 25, 2019	IVC Canvas Conversion	1,000.00	
February 25, 2019	IVC Canvas Conversion	5,000.00	
January 22, 2019	IVC Canvas Conversion	13,000.00	
December 10, 2018	IVC Canvas Conversion	-	
November 19, 2018	IVC Canvas Conversion	-	
October 29, 2018	IVC Canvas Conversion	37,000.00	
September 24, 2018	IVC Canvas Conversion	17,000.00	
August 27, 2018	IVC Canvas Conversion	45,500.00	
July 30, 2018	IVC Canvas Conversion	35,500.00	
June 25, 2018	IVC Canvas Conversion	163,000.00	
May 21, 2018	IVC Canvas Conversion	145,000.00	
April 30, 2018	IVC Canvas Conversion	50,500.00	
March 26, 2018	IVC Canvas Conversion	-	
	TOTAL TO DATE:	\$ 516,500.00	

A. ADDITIONAL COMPENSATION: CANVAS CONVERSION-GENERAL FUND - Continued

2. It is recommended that the following **Saddleback College** faculty members be compensated as indicated below for the **Canvas Conversion (SC converted beginning Fall 2017)** - 2017/2018 and 2018/2019 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount</u> <u>(\$)</u>	<u>Effective Date</u>
Gleed, Patty	Canvas Conversion, Web Enhanced	\$1,000.00	01/14/19-05/22/19
Schmaling, Kenneth	Canvas Conversion, Web Enhanced	\$1,000.00	01/14/19-05/22/19
July 15, 2019	SC Canvas Conversion	\$ 2,000.00	
June 24, 2019	SC Canvas Conversion	11,000.00	
May 20, 2019	SC Canvas Conversion	36,500.00	
April 22, 2019	SC Canvas Conversion	4,000.00	
March 25, 2019	SC Canvas Conversion	60,000.00	
February 25, 2019	SC Canvas Conversion	49,500.00	
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	
	TOTAL TO DATE:	\$ 1,156,500.00	

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Classified Personnel Actions – Regular Items

ACTION: Ratification

BACKGROUND

In accordance with Board Policy 2100, all SOCCCD employee actions must be ratified by the Board of Trustees.

STATUS

Personnel are employed in the South Orange County Community College District for the purpose of achieving the goals of the District while supporting and assisting students with respect to their educational goals.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the classified personnel actions as shown in Exhibit A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CLASSIFIED PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4000)
 - a. MULROY, JOSEPH VINCENT is to be employed as Accompanist, Pos. #P0003530, School of the Arts, Irvine Valley College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 126, Step 3, 5 hours per week, 10 months per year, effective August 1, 2019.
 - b. QUIROZ, ZORAIDA is to be employed as Student Development Office Assistant, Pos. #P0004295, Office of Student Life, Irvine Valley College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 121, Step 2, 40 hours per week, 12 months per year, effective June 24, 2019.

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE (A) CLASSIFIED POSITION(S)

1. PROGRAM STUDENT SUPPORT SPECIALIST, CATEGORICAL, Pos. #P0016042, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 131, Adult Education, Division of Extended Learning, 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 June 11, 2019. Employment in this position is contingent upon funding by the Adult Education Program. This position was approved by the Chancellor on June 11, 2019.
2. ADMISSIONS AND RECORDS SPECIALIST I, CATEGORICAL, Pos. #P0016043 and Pos. #P0016044, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 116, Admissions and Records, Enrollment Services, Saddleback College, seeks authorization to establish and announce these full-time, 40 hours per week, 12 months per year positions to its staff complement, effective June 11, 2019. Employment in these positions is contingent upon funding by the Adult Education Program. These positions were approved by the Chancellor on June 11, 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 (a), (b), and (c) Recruitment 53021.
 - a. **RECLASSIFY** PROGRAM COORDINATOR, CATEGORICAL, Pos. #P0007892, Community Education, Division of Extended Learning, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 134, full-time, 40 hours per week, 12 months per year;
TO ASSISTANT DIRECTOR OF COMMUNITY EDUCATION, CATEGORICAL, Pos. #P0015995, Community Education, Division of Extended Learning, Academic Administrators and Classified Administrators/Managers Salary Schedule Range 8, full-time, 40 hours per week, 12 months per year position, effective June 17, 2019.
Employment in this position is contingent upon funding by Community Education. This position was approved by the Chancellor or designee on June 13, 2019.
 - i. **PROMOTE** ARRONLEA LYNN SEARCY, ID #016576, from PROGRAM COORDINATOR, CATEGORICAL, Pos. #P0007892, Community Education, Division of Extended Learning, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 134, Step 5, full-time, 40 hours per week, 12 months per year; to ASSISTANT DIRECTOR OF COMMUNITY EDUCATION, CATEGORICAL, Pos. #P0015995, Community Education, Division of Extended Learning, Academic Administrators and Classified Administrators/Managers Salary Schedule Range 8, Step 4, full-time, 40 hours per week, 12 months per year, effective June 17, 2019.

D. 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>
Camarena, Sandra	P0003224, Senior Administrative Assistant	P0004975, Senior Administrative Assistant	127/6	40	07/01/2019
Felli, Kristen	P0004069, Senior Accounting Specialist	P0004416, Office Assistant	113/7	29	07/01/2019
Leftwich, Helene Giziel	P0003314, Senior Administrative Assistant	P0003224, Senior Administrative Assistant	127/7	40	07/01/2019
Speakman, Joyce	P0003567, Senior Administrative Assistant	P0003243, Senior Administrative Assistant	127/7	40	07/08/2019

E. OUT OF CLASS ASSIGNMENTS – FOR POSITIONS THAT ARE VACANT DURING RECRUITMENT FOR PERMANENT APPOINTMENTS (LIMITED TO 960 HOURS PER FISCAL YEAR)

1. SADDLEBACK COLLEGE **placed** the following permanent Classified employee(s) in (a) temporary, out of class and/or interim assignment(s).

<u>Name</u>	<u>Permanent Assignment</u>	<u>Temporary Assignment</u>	<u>Range/ Step</u>	<u>Hours</u>	<u>Effective Date</u>
Metcalf, Andria	P0002738, Admissions and Records Specialist I	P0015820, Admissions and Records Specialist II	120/3	40	06/24/2019

2. 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>
Dwight, Howard	P0005069, Senior Fiscal/Veterans Specialist	P0014740, Student Payment/Veterans Offices Manager	130/7	40	06/03/2019
Kostina, Ksenia	P0010420, Program Assistant, (Categorically Funded)	P0015580, Senior Administrative Assistant	118/4	40	06/03/2019
Yang, Karen	P0003339, Administrative Assistant	P0014794, Senior Administrative Assistant	121/7	40	06/04/2019

F. OUT OF CLASS ASSIGNMENTS – FOR POSITIONS THAT ARE TEMPORARILY AVAILABLE DUE TO LEAVES OF ABSENCE, ETC.

1. IRVINE VALLEY COLLEGE **returned** the following permanent Classified employee(s) from (a) temporary, out of class and/or acting 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>
Murillo, Lisseth	P0012510 Administrative Assistant,	P0015448, Senior Administrative Assistant	121/1	40	06/03/2019

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

<u>Name</u>	<u>Position Title</u>	<u>Resignation Date</u>	<u>Retirement Date</u>
Ayala, Lydia	Admissions & Records Evaluator/IVC	06/13/2019	N/A
Bautista, Stephanie	Veterans Office Assistant/SC	07/08/2019	N/A
McCotter, John	Lab Technician, Computers/SC	07/25/2019	07/26/2019

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	Prog. Asst., Cat./SC	22.12	07/01/19-11/14/19
Andrade, Dyami	Lab. Tech., Life & Phys. Sci./IVC	24.42	07/01/19-06/30/20
Ayers, Wanda	Dispatcher/Records/IVC	22.67	07/01/19-06/30/20
Barboza, Nicolas	Custodian/SC	19.55	07/01/19-06/30/20
Bertolino, Christopher	Sr. Lab. Tech., Art/SC	29.75	06/15/19-06/30/19
Bertolino, Christopher	Sr. Lab. Tech., Art/SC	29.75	07/01/19-06/30/20
Burgett, Paul	Electrician/IVC	28.32	07/01/19-06/30/20
Bustos Hernandez, Clemente	Police Officer/IVC	30.62	07/01/19-06/30/20
Caras, Amber	Theater Prod. & Ops Mgr./SC	34.50	07/01/19-06/30/20
¹ Chavez, Vanessa	Office Asst./IVC	19.55	07/01/19-06/30/20
Danielson, Christopher	Greenhouse Asst./SC	20.04	07/01/19-12/31/19
Delgado, Gloria	Custodian/IVC	19.55	07/01/19-06/30/20
Devinney, Danielle	Office Asst./IVC	19.55	07/01/19-06/30/20
Estes, Jeffery	Building Maint. Worker/SC	25.65	07/01/19-06/30/20
Estrada, Angel	Custodian/SC	19.55	07/01/19-06/30/20
Florentino, Efren	Laboratory Technician/SC	24.42	07/01/19-06/30/20
Florentino, Samuel	Custodian/SC	19.55	07/01/19-06/30/20
² Fraser, Shannen	Accounting Asst./IVC	22.12	07/01/19-06/30/20
Fuentes Arce, Blanca	Custodian/SC	19.55	07/01/19-06/30/20
Garcia, Armando	Sr. Transfer Cntr. Spec./IVC	29.02	06/20/19-06/30/19
Garcia, Armando	Sr. Transfer Cntr. Spec./IVC	29.02	07/01/19-06/30/20
Gomez Triana, Sara	Custodian/IVC	19.55	07/01/19-06/30/20
Hall, Brian	Police Officer/IVC	30.62	07/01/19-06/30/20
Jacobs-Raine, Jennifer	Theater Prod. & Ops Mgr./SC	34.50	07/01/19-06/30/20
James, Robert	Police Officer/IVC	30.62	07/01/19-06/30/20
King, Katelyn	Project Specialist/SC	19.00	06/04/19-06/30/19
King, Katelyn	Project Specialist/SC	19.00	07/01/19-06/30/20
Kopp, Edward	Plumber/IVC	28.32	07/01/19-06/30/20
Martinez Campos, Omar	Custodian/SC	19.55	07/01/19-06/30/20
Martinez, Mariah	Office Asst./IVC	19.55	07/01/19-06/30/20
Medina-Aviles, Liborio	Custodian/SC	19.55	07/01/19-06/30/20
Morales, Ulysis	Grounds Specialist/IVC	24.42	07/01/19-06/30/20
Nguyen, Emily	Sr. Transfer Cntr. Spec./IVC	29.02	06/20/19-06/30/19
Nguyen, Emily	Sr. Transfer Cntr. Spec./IVC	29.02	07/01/19-06/30/20

¹ Related to Christian Chavez, Part-time Faculty, Counseling, IVC, and to Jacqueline Chavez, Project Specialist, DSP&S, IVC

² Related to Kyle Fraser, Police Services Specialist, IVC
July 15, 2019

A. NEW PERSONNEL APPOINTMENTS - Continued

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>
Oliveras, Robert	Groundskeeper/SC	22.12	07/01/19-06/30/20
Pahomi, Doinita	Custodian/IVC	19.55	07/01/19-06/30/20
Peraza, Jose	Custodian/SC	19.55	07/01/19-06/30/20
Perez, Denice	Student Dev. Off Asst.	23.82	06/03/19-06/30/19
Petersen, Matthew	Groundskeeper/SC	22.12	07/01/19-06/30/20
Phan, Jennifer	Office Assistant/IVC	26.30	04/22/19-06/30/19
Quintanilla, Christian	Custodian/IVC	19.55	07/01/19-06/30/20
Reyes, Carla	Admin. Asst./SC	23.82	07/01/19-06/30/20
Roach, Eileen	Office Asst./SC	19.55	07/01/19-06/30/20
Roman, Edward	Police Officer/IVC	30.62	07/01/19-06/30/20
Rosales Lopez, Jose	Custodian/IVC	19.55	07/01/19-06/30/20
Sack, Tammy	Dispatcher/Records/IVC	22.67	07/01/19-06/30/20
Sendaba, Barbara	Sr. Health Off. Asst./SC	28.32	07/01/19-06/30/20
Swanson, Sherrie	Comm. Spec./DS	27.63	07/01/19-06/30/20
Titko, Olga	Accounting Spec./DS	27.63	07/01/19-06/30/20
Wu-Woods, Jessica	Lab. Tech., Life & Phys. Sci./IVC	24.42	07/01/19-06/30/20

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2018/2019** and **2019/2020** academic years, 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>
Abel, Kingsley	Clerk/SC	16.00	07/01/19-06/30/20
Acosta, Joaquin	Project Specialist/SC	19.00	07/01/19-06/30/20
Adimor, Yeetav	TMD Aide/IVC	14.00	07/01/19-06/30/20
Aguilar, Erik	Project Specialist/IVC	19.50	07/01/19-06/30/20
Alwood, Aimee	TMD Aide/IVC	15.00	07/01/19-06/30/20
Arevalo, Sylvia	Project Specialist/SC	24.00	07/01/19-06/30/20
Arif, Daoud	Adapted Kines. Aide/SC/SC	12.50	06/15/19-06/30/19
Arif, Daoud	Adapted Kines. Aide/SC/SC	12.50	07/01/19-06/30/20
Arreola, Michael	Project Specialist/SC	20.00	05/30/19-06/30/19
Arreola, Michael	Project Specialist/SC	20.00	07/01/19-06/30/20
Ayala-Castaneda, Nancy	Project Specialist/SC	19.00	07/01/19-06/30/20
Bankson, Victoria	Adapted Kines. Aide/SC	12.50	06/15/19-06/30/19
Bankson, Victoria	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Barr, Jessica	Project Specialist/SC	25.00	07/01/19-06/30/20
Bautista, Juan	Project Specialist/DS	16.00	07/01/19-06/30/20
Beltran, Carla	Child Dev. Center Aide/SC	20.00	07/01/19-06/30/20
Blakely, Bradford	Project Specialist/SC	21.00	07/01/19-06/30/20

A. **NEW PERSONNEL APPOINTMENTS** – Continued

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2018/2019** and **2019/2020** academic years, 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>
Boyer, Gary	TMD Aide/SC	14.00	07/01/19-06/30/20
Brown, Lucy	Project Specialist/SC	18.00	07/01/19-06/30/20
³ Bui, Brian	Project Specialist/IVC	18.00	07/01/19-06/30/20
Burnett, Larcyn	TMD Aide/SC	12.50	07/01/19-06/30/20
Cacace, Lauren	TMD Aide/SC	12.50	07/01/19-06/30/20
Cao, Scott	Campus Sec. Off. - Short Term/SC	12.50	07/01/19-06/30/20
Carline, Marcus	TMD Aide/IVC	12.50	07/01/19-06/30/20
Carranco Rodriguez, Ana	Adapted Kines. Aide/SC	12.50	06/15/19-06/30/19
Carranco Rodriguez, Ana	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Carrillo, Evan	TMD Aide/SC	12.50	07/01/19-06/30/20
Castro, Anne-Brigitte	TMD Aide/SC	12.50	07/01/19-06/30/20
Chamorro, Marco	Project Specialist/IVC	12.50	06/24/19-06/30/19
Chamorro, Marco	Project Specialist/IVC	12.50	07/01/19-06/30/20
Chen, Melyssa	Project Specialist/SC	15.00	07/01/19-12/14/19
Chiu, Linda	Project Specialist/SC	15.00	07/01/19-12/18/19
Cook, Kathleen	Child Dev. Center Aide/SC	20.00	07/01/19-06/30/20
Cornaie, Natalie	Project Specialist/SC	30.00	07/01/19-12/31/19
Cubillos Bezanilla, Sandra	Project Specialist/SC	25.00	07/01/19-06/30/20
Danna, Carol	Project Specialist/SC	20.00	06/10/19-06/30/19
Danna, Carol	Project Specialist/SC	20.00	07/01/19-06/30/20
Deans, Madison	Adapted Kines. Aide/SC	13.50	05/29/19-06/30/19
Deans, Madison	Adapted Kines. Aide/SC	13.50	07/01/19-06/30/20
Dedicatoria, Armi	Project Specialist/IVC	27.50	07/01/19-06/30/20
Diaz, Jaime	Project Specialist/SC	25.00	07/01/19-06/30/20
Diaz, Roberto	Coaching Aide/SC	25.00	07/01/19-06/30/20
Dickson, Garilynn	Project Specialist/SC	15.00	07/01/19-06/30/20
Domingo, Mitchell	TMD Aide/IVC	16.00	07/01/19-06/30/20
Dubovyk, Yuliy	Project Specialist/SC	12.50	07/01/19-06/30/20
Evans, Brandon	Project Specialist/SC	12.50	07/01/19-06/30/20
Evans, Brandon	Project Specialist/SC	12.50	06/24/19-06/30/19
Fertal, Thomas	Campus Sec. Off. - Short Term/SC	16.00	07/01/19-06/30/20
Florkey, Alexandra	TMD Aide/IVC	12.50	07/01/19-06/30/20
Forouzan, Ghazal	TMD Aide/IVC	20.00	07/01/19-06/30/19
Friedlander, Dorothy	Child Dev. Center Aide/SC	20.00	07/01/19-06/30/20
Fulbright, Susan	Child Dev. Center Aide/SC	18.00	07/01/19-06/30/20
Gardner, Keith	TMD Aide/IVC	12.50	07/01/19-06/30/20
German, Jessica	Adapted Kines. Aide/SC	13.50	07/01/19-06/30/20
Ghazalian, Mirna	Adapted Kines. Aide/SC	12.50	06/15/19-06/30/19
Ghazalian, Mirna	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Gheibi, Bit	Project Specialist/DS	14.00	07/01/19-06/30/20

³ Related to Brooke Bui, Dean of Liberal Arts, IVC
July 15, 2019

A. **NEW PERSONNEL APPOINTMENTS** – Continued

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2018/2019** and **2019/2020** academic years, 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>
Gilardoni Schneider, Magdalena	Child Dev. Center Aide/SC	15.50	07/01/19-06/30/20
Gore, Lisa	TMD Aide/IVC	20.00	07/01/19-06/30/20
Gramling, Maria Cristina	Child Dev. Center Aide/SC	20.00	07/01/19-06/30/20
Gregory, Matthew	TMD Aide/IVC	14.00	07/01/19-06/30/20
Gutierrez, Austin	Adapted Kines. Aide/SC	13.00	07/01/19-06/30/20
Gutierrez, Nathen	Adapted Kines. Aide/SC	14.00	07/01/19-06/30/20
Guzman, Alex	TMD Aide/IVC	14.00	07/01/19-06/30/20
Hamidjaja, Devlin	Adapted Kines. Aide/SC	13.50	07/01/19-06/30/20
Harper, Lucas	Project Specialist/SC	19.00	07/01/19-06/30/20
Hermanson, Christian	TMD Aide/SC	12.50	07/01/19-06/30/20
Hernandez, Alondra	Project Specialist/SC	19.00	07/01/19-06/30/20
Heumann, Alexander	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Hilal, David	TMD Aide/IVC	20.00	07/01/19-06/30/20
Hillenbrand, Nicholas	TMD Aide/IVC	14.00	07/01/19-06/30/19
Hopkins, Caitlin	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Hughes, Jacob	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Jack, Clint	Coaching Aide/IVC	25.00	06/17/19-06/30/19
Jack, Clint	Coaching Aide/IVC	25.00	07/01/19-06/30/20
Jones, David	TMD Aide/SC	13.50	07/01/19-06/30/20
Juan, Allan	Project Specialist/IVC	18.00	07/01/19-06/30/20
Juarez, Maria Amor	Child Dev. Center Aide/SC	16.00	07/01/19-06/30/20
Khan, Tabinda	Project Specialist/DS	19.00	06/10/19-06/30/19
Khan, Tabinda	Project Specialist/DS	19.00	07/01/19-06/30/20
Khoury, Brooklinn	Project Specialist/SC	19.00	07/01/19-06/30/20
Knopick, Eric	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Kondrath, Jessica	TMD Aide/IVC	20.00	07/01/19-06/30/20
Kristol-Harper, Alona	TMD Aide/IVC	20.00	07/01/19-06/30/20
Lam, Geen	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Levin, Neil	TMD Aide/SC	13.50	07/01/19-06/30/20
Lewis, Diane	TMD Aide/IVC	20.00	07/01/19-06/30/20
Lillie, Kelsey	Project Specialist/DS	12.50	07/01/19-06/30/20
Lindahl, Glenda	Project Specialist/SC	18.00	07/01/19-06/30/20
Lontayao, Kathrine	Clerk/IVC	12.50	07/01/19-06/30/20
Lopez, Marvin	Project Specialist/SC	20.00	07/01/19-06/30/20
Lozano, Arturo	Project Specialist/SC	50.00	07/01/19-06/30/20
Lucas, Richard	TMD Aide/IVC	12.50	07/01/19-06/30/20
Lumboy, Cyril	Project Specialist/SC	15.50	07/01/19-06/30/19
Luu, Minh	Project Specialist/IVC	14.00	06/03/19-06/30/19
Luu, Minh	Project Specialist/IVC	14.00	07/01/19-06/30/20
Mahdi, Furat	Project Specialist/IVC	15.00	07/01/19-06/30/20
Mahon, Nicholas	Project Specialist/IVC	13.00	07/01/19-12/31/19
Mann, Jeremy	Project Specialist/DS	14.00	07/01/19-06/30/20
Martin, Rebecca	Project Specialist/SC	19.00	07/01/19-06/30/20

A. NEW PERSONNEL APPOINTMENTS – Continued

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2018/2019** and **2019/2020** academic years, 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>
Mayville, Joseph	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
McGee, Aaron	TMD Aide/SC	18.00	07/01/19-06/30/20
Medina Santillan, Paola	Project Specialist/SC	19.00	07/01/19-06/30/20
Mehrley, Rebekah	TMD Aide/IVC	12.50	07/01/19-06/30/20
Mendiola, Fabrizio	Coaching Aide/IVC	25.00	07/01/19-06/30/20
Merezhko, Dmytro	Project Specialist/IVC	12.50	06/20/19-06/30/19
Merrill, Kirstin	Adapted Kines. Aide/SC	13.50	07/01/19-06/30/20
Miller, Alex	TMD Aide/IVC	16.00	07/01/19-06/30/20
Miller, Chase	Adapted Kines. Aide/SC	13.00	07/01/19-06/30/20
Mitchell, Michael	Project Specialist/SC	20.00	06/04/19-06/30/19
Mitchell, Michael	Project Specialist/SC	20.00	07/01/19-06/30/20
Moreno, Mariana	Project Specialist/SC	21.00	07/01/19-06/30/20
Morrow, Corbin	TMD Aide/SC	12.50	07/01/19-06/30/20
Mueller, Larry	Project Specialist/SC	50.00	07/01/19-06/30/20
Mulroy, Joseph	TMD Aide/IVC	20.00	07/01/19-06/30/20
Naiknavare, Abhijeet	TMD Aide/SC	13.50	07/01/19-06/30/20
Namiranian, Afsaneh	TMD Aide/IVC	14.00	07/01/19-06/30/20
Nieto, Diana	Project Specialist/SC	25.00	07/01/19-06/30/20
Ortiz, Daniel	Adapted Kines. Aide/SC	12.50	06/15/19-06/30/19
Ortiz, Daniel	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Palacios, Christopher	Campus Sec. Off. - Short Term/SC	15.00	06/04/19-06/30/19
Palacios, Christopher	Campus Sec. Off. - Short Term/SC	15.00	07/01/19-06/30/20
Paley, Rachel	Project Specialist/IVC	21.00	06/04/19-06/30/19
Paley, Rachel	Project Specialist/IVC	21.00	07/01/19-06/30/20
⁴ Parra, Jacqueline	Project Specialist/SC	19.00	07/01/19-06/30/20
Parrilla, Edward	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Pasqualetto, Matthew	Project Specialist/SC	19.00	07/01/19-06/30/20
Payne, Roxanna	TMD Aide/IVC	12.50	06/12/19-06/30/19
Payne, Roxanna	TMD Aide/IVC	12.50	07/01/19-06/30/20
Peyman, Nazila	TMD Aide/IVC	16.00	06/18/19-06/30/19
Peyman, Nazila	TMD Aide/IVC	16.00	07/01/19-06/30/20
Picard, Amanda	TMD Aide/IVC	14.00	07/01/19-06/30/20
Pouresfandiari, Shahram	Project Specialist/IVC	17.50	07/01/19-06/30/20
Pozzo, Marisa	Project Specialist/SC	19.00	07/01/19-06/30/20
Preble, Lisa	TMD Aide/IVC	18.00	07/01/19-06/30/20
Rakiey, Diana	Clerk/IVC	12.50	07/01/19-06/30/20
Rindshoj, Marley	TMD Aide/SC	12.50	07/01/19-06/30/20
Rivera, Rodolfo	Clerk/IVC	12.50	07/01/19-06/30/20
Rowe, Daniel	TMD Aide/SC	12.50	07/01/19-06/30/20
Salgado, Michael	TMD Aide/IVC	12.50	07/01/19-06/30/20

⁴ Related to Lori Parra, Extended Opportunity Program Specialist, SC
July 15, 2019

A. NEW PERSONNEL APPOINTMENTS – Continued

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2018/2019** and **2019/2020** academic years, 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>
Sanchez, Juliana	Child Dev. Center Aide/SC	16.00	07/01/19-06/30/20
Santistevan, David	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Santistevan, David	Adapted Kines. Aide/SC	12.50	06/15/19-06/30/19
Seifollahi, Samyar	Project Specialist/DS	16.00	07/01/19-09/30/19
⁵ Sessler, Madison	Project Specialist/SC	19.00	07/01/19-06/30/20
Sierra, Adriana	TMD Aide/IVC	12.50	06/12/19-06/30/19
Sierra, Adriana	TMD Aide/IVC	12.50	07/01/19-06/30/20
Signorelli, Keoni	TMD Aide/IVC	14.00	07/01/19-06/30/20
Silva, Clark	Clerk/SC	16.00	07/01/19-06/30/20
Somers, Claire	TMD Aide/IVC	14.00	07/01/19-06/30/20
Sussman, Diane	TMD Aide/SC	14.00	07/01/19-06/30/20
Tapie, Alan	Coaching Aide/IVC	25.00	07/01/19-06/30/20
Toomey, Joseph	Campus Sec. Off. - Short Term/SC	14.00	06/04/19-06/30/19
Toomey, Joseph	Campus Sec. Off. - Short Term/SC	14.00	07/01/19-06/30/20
Tran, Lillian	Project Specialist/IVC	20.00	07/01/19-06/30/20
Trippe, William	Campus Sec. Off. - Short Term/SC	18.00	07/01/19-06/30/20
Turingan, Alana-Sara	Clerk/SC	16.00	07/01/19-06/30/20
Van Vlear, Andrew	Project Specialist/SC	45.00	07/01/19-06/30/20
Vaughn, Yvonne	Adapted Kines. Aide/SC	12.50	06/15/19-06/30/19
Vaughn, Yvonne	Adapted Kines. Aide/SC	12.50	07/01/19-06/30/20
Wang, Chun-Sheng	TMD Aide/IVC	20.00	06/18/19-06/30/19
Wang, Chun-Sheng	TMD Aide/IVC	20.00	07/01/19-06/30/20
Webb, Zariah	TMD Aide/IVC	20.00	07/01/19-06/30/20
Wells, Douglas	Adapted Kines. Aide/SC	16.50	07/01/19-06/30/20
Wells, Johann	Adapted Kines. Aide/SC	13.00	07/01/19-06/30/20
Whelan, Allyson	Project Specialist/SC	21.00	07/01/19-06/30/20
Wright, Kirsten	Child Dev. Center Aide/SC	16.00	07/01/19-06/30/20
Yazdanie, Haider	Clerk/IVC	12.50	07/01/19-06/30/20
Yelverton, Michael	Project Specialist/SC	12.50	07/01/19-06/30/20
Zaragoza, Elizabeth	TMD Aide/IVC	12.50	06/12/19-06/30/19
Zaragoza, Elizabeth	TMD Aide/IVC	12.50	07/01/19-06/30/20

3. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2018/2019** and **2019/2020** academic years.

<u>Name</u>	<u>Start/End Date</u>
Afshari, Siamak	06/18/19-06/30/19
Cao, Cindy	06/06/19-06/30/19

⁵ Related to Louis Sessler, Facilities/Maint/Energy Project Manager, SC
July 15, 2019

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** and **2019/2020** academic years.

<u>Name</u>	<u>Start/End Date</u>
Farran, Karim	06/17/19-06/30/19
Hao, Wenpei	05/30/19-06/30/19
Hao, Wenpei	07/01/19-06/30/20
Hassaan, Habiba Ahmed Ibrahim M	06/18/19-06/30/19
Hassaan, Habiba Ahmed Ibrahim M	07/01/19-06/30/20
Humble, Caleb	05/30/19-06/30/19
Jamshidi, Atria	07/01/19-06/30/20
Jordan, Ziyah	07/01/19-06/30/20
Kim, Hongsheen	07/01/19-06/30/20
Lim, Jia	06/18/19-06/30/19
Lira, Lizbeth	07/01/19-06/30/20
M Moattari, Mehrpad	07/01/19-06/30/20
Marquez, Cynthia	07/01/19-06/30/20
Medina-Antunez, Katia	07/01/19-06/30/20
Monzon, Randell	07/01/19-08/09/19
Pinchuk, Anatolii	07/01/19-06/30/20
Ramirez, Brittany	06/06/19-06/30/19
Reshad, Lila	07/01/19-06/30/20
Reyes, Sandra	06/17/19-06/30/19
Reyes, Sandra	07/01/19-06/30/20
Rodriguez, Jacqueline	07/01/19-06/30/20
Shin, Donghoon	07/01/19-06/30/20
Smithers, Adelaida	05/30/19-06/30/19
Tanzil, Natalie	05/30/19-06/30/19
Veissi, Milan	05/30/19-06/30/19
Warde, Aya	06/18/19-06/30/19
Wilson, Sarah	06/18/19-06/30/19
Yu, Na Eun	06/06/19-06/30/19
Zan, Samantha	07/01/19-08/09/19

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** and **2019/2020** academic years. 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>
Abolhosn, Nader	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Acosta, Joaquin	Comm. Ed. Trainer/SC/SC	19.00	06/15/19-06/30/19
Acosta, Joaquin	Comm. Ed. Trainer/SC/SC	19.00	07/01/19-06/30/20
Adams, Shaun	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Adney, Curtis	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Agema, Ryan	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Ahmedani, Mustafa	Tutor/IVC	12.50	07/01/19-06/30/20

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** and **2019/2020** academic years. 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	07/01/19-06/30/20
Alexander, Caroline	Recreation Aide/SC	12.50	07/01/19-06/30/20
Alimelech, Tai	Tutor/SC	12.50	07/01/19-06/30/20
Allen, Toni	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Almero, Ronald	Tutor/SC	13.00	07/01/19-06/30/20
Alsayed, Safy	Tutor/SC	14.00	07/01/19-06/30/20
⁶ Alvarez Ceja, Jasmine	Recreation Aide/SC	12.50	07/01/19-06/30/20
Alvino, Cody	Tutor/SC	12.50	07/01/19-06/30/20
Ambrosini, Linda	HSE Trainer/SC	50.00	07/01/19-06/30/20
Amirkhalili, Mohammad	Tutor/IVC	12.50	07/01/19-06/30/20
Anderson, Sarah	Captionist/IVC	42.00	07/01/19-06/30/20
Andrade, Lauren	Clinical Skills Spec./SC	20.00	07/01/19-06/30/20
Antoun, Andrew	Recreation Aide/SC	12.50	06/04/19-06/30/19
Antoun, Andrew	Recreation Aide/SC	12.50	07/01/19-06/30/20
Ash, Andrew	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Attia, Tamara	Tutor/SC	13.00	07/01/19-06/30/20
Avalos, Anna	Recreation Aide/SC	13.00	07/01/19-06/30/20
Avera, Stephanie	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Avilez, Kaitlyn	Recreation Aide/SC	14.00	06/04/19-06/30/19
Avilez, Kaitlyn	Recreation Aide/SC	14.00	07/01/19-06/30/20
Baghbaninogourani, Rounak	Tutor/IVC	12.50	07/01/19-06/30/20
Bagne, Paige	Recreation Aide/SC	12.50	06/12/19-06/30/19
Bagne, Paige	Recreation Aide/SC	12.50	07/01/19-06/30/20
Baker, Yhonatan	Model/SC	25.00	07/01/19-06/30/20
Barham, Mary Jo	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Barker, Emmalee	Recreation Aide/SC	12.50	06/15/19-06/30/19
Barker, Emmalee	Recreation Aide/SC	12.50	07/01/19-06/30/20
Barnes Pagel, Velda	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Barraza, Christina	Model/SC	25.00	07/01/19-06/30/20
Basco, Cinnamon	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Bazmoon, Navid	Tutor/SC	13.00	07/01/19-06/30/20
Beck, Jonathan	Model/SC	25.00	07/01/19-06/30/20
Bedolfe, Tamara	Tutor/SC	13.00	07/01/19-06/30/20
⁷ Beebe, Logan	Recreation Aide/SC	13.00	07/01/19-06/30/20
⁸ Beebe, Madison	Recreation Aide/SC	12.50	06/17/19-06/30/19
Beebe, Madison	Recreation Aide/SC	12.50	07/01/19-06/30/20
⁹ Bentz, Marie	Model/SC	25.00	07/01/19-06/30/20

⁶ Related to Leonel Alvarez Ceja, Outreach Aide, SC

⁷ Related to Madison Beebe, Recreation Aide, SC

⁸ Related to Logan Beebe, Recreation Aide, SC

⁹ Related to Paul Bentz, Model, SC

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** and **2019/2020** academic years. 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>
¹⁰ Bentz, Paul	Model/SC	25.00	07/01/19-06/30/20
Bergado, Christian	Medical Prof./IVC	35.00	07/01/19-06/30/20
Bermudez, Matthew	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Billings, Christopher	Tutor/SC	13.50	07/01/19-06/30/20
Blaska, Eric	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Bleidistel, Deanna	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Boan, Zachary	Interpreter IV/IVC	30.00	07/01/19-06/30/20
Bonetti, Tanya	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Boswell, Jacob	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Bowen, Andrika	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Bowman, Emma	Model/IVC	25.00	07/01/19-06/30/20
Brant, Sivan	Tutor/IVC	15.00	07/01/19-06/30/20
Broida, David	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Brooks, Brinkley	Recreation Aide/SC	12.50	06/04/19-06/30/19
Brooks, Brinkley	Recreation Aide/SC	12.50	07/01/19-06/30/20
Brown, Jasen	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Brown, Jordaan	Model/SC	25.00	07/01/19-06/30/20
Brown, Mason	Comm. Ed. Trainer/SC	15.00	06/12/19-06/30/19
Brown, Mason	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Browne, Julia	Recreation Aide/SC	12.50	06/17/19-06/30/19
Browne, Julia	Recreation Aide/SC	12.50	07/01/19-06/30/20
Bruno, John	Model/SC	25.00	07/01/19-06/30/20
Bui, Brandon	Tutor/IVC	12.50	07/01/19-06/30/20
Bui, Nu	Tutor/IVC	12.50	07/01/19-06/30/19
Burridge, Jeanette	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Caldas Silva, Vitor	Tutor/IVC	12.50	07/01/19-06/30/20
Caldwell, Vanessa	Model/SC	25.00	07/01/19-06/30/20
Camacho, Andre	Interpreter III/IVC	25.00	07/01/19-06/30/20
Cambria, Amber	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
¹¹ Campbell, Brooke	Tutor/SC	15.00	07/01/19-06/30/20
Cantarini, Taylor	Tutor/SC	12.50	07/01/19-06/30/20
Cantarini, Taylor	Tutor/SC	12.50	05/01/19-06/30/19
Cardenas Oscanoa, Jose	Tutor/SC	12.50	07/01/19-06/30/20
Carlsen, Heather	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Carman, Danielle	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Carson, Thomas	Tutor/SC	12.50	07/01/19-06/30/20
Carter, Amber	Model/SC	25.00	07/01/19-06/30/20
Chau, Grace	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Chen, Shujian	Tutor/SC	15.00	07/01/19-06/30/20
Chen, Wan Jie	Tutor/IVC	12.50	07/01/19-06/30/20

¹⁰ Related to Marie Bentz, Model, SC

¹¹ Related to Whitney Campbell, Project Specialist, Photography, SC
July 15, 2019

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** and **2019/2020** academic years. 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>
Chen, Winson	Tutor/IVC	12.50	07/01/19-06/30/20
Choy, Zi Yang	Tutor/SC	12.50	07/01/19-06/30/20
Churchill, Spencer	Tutor/IVC	12.50	07/01/19-06/30/20
Cintora, Mireya	Tutor/SC	13.00	07/01/19-06/30/20
Clarke, Amy	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Coker, Jillian	Recreation Aide/SC	13.50	07/01/19-06/30/20
Colak, Dahlia	Tutor/SC	12.50	07/01/19-06/30/20
Cole, John	Model/SC	25.00	07/01/19-06/30/20
Concialdi, Steve	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Conover, Nancy	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Cooper, Stacy	Interpreter IV/SC	30.00	07/01/19-06/30/20
Craig, Steven	AOJ Trainer/IVC	70.00	07/01/19-06/30/20
Cranke, David	Clinical Skills Spec./SC	20.00	07/01/19-06/30/20
Cross, Michelle	Recreation Aide/SC	12.50	07/01/19-06/30/20
Czechorosky, Tonia	Model/IVC	25.00	07/01/19-06/30/20
D'Aleo, Nancy	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Davis, Aaron	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Davis, Kristine	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Davis, Nicole	Comm. Ed. Trainer/SC	20.00	07/01/19-06/30/20
De Leon, Manuel	Tutor/IVC	12.50	07/01/19-06/30/20
De Simone, Debra	Medical Prof./IVC	45.00	07/01/19-06/30/20
Deason, Ryan	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Deats, Lauren	Medical Prof./IVC	50.00	07/01/19-06/30/20
Defluiter, David	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Delamare, Julia	Recreation Aide/SC	12.50	06/18/19-06/30/19
Delamare, Julia	Recreation Aide/SC	12.50	07/01/19-06/30/20
Di Ventra, Matteo	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Diamond, Mitchell	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Diaz, Roberto	Comm. Ed. Trainer/SC	30.00	05/15/19-06/30/19
Diaz, Roberto	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Donahue, Carol	Comm. Ed. Trainer/SC	20.00	07/01/19-06/30/20
Donnelly, Cole	Tutor/SC	12.50	07/01/19-06/30/20
Dormaier, Ruth	Model/SC	25.00	07/01/19-06/30/20
Dossey, Eddie	Clinical Skills Spec./SC	40.00	06/12/19-06/30/19
Dossey, Eddie	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Douglas, Ian	Tutor/SC	13.50	07/01/19-06/30/20
Downing, Kimberly	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
East, Noah	Tutor/SC	13.00	07/01/19-06/30/20
Eckhart, Sherry	Model/IVC	25.00	07/01/19-06/30/20
El Nmeir, Julie	Tutor/SC	12.50	07/01/19-06/30/20
Eldem, Esra	Tutor/SC	13.50	07/01/19-06/30/20
Elliott, Christopher	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20

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** and **2019/2020** academic years. 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>
Elzalabani, Amina Amr	Tutor/SC	13.00	07/01/19-06/30/20
Zaki Mohamed			
Emami, Shaheen	Recreation Aide/SC	12.50	07/01/19-06/30/20
Fajardo, Zachary	Model/SC	25.00	07/01/19-06/30/20
Farahbod, Nahid	Tutor/SC	16.00	07/01/19-06/30/20
Farina, Madelyn	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Feist, Keith	Tutor/SC	12.50	07/01/19-06/30/20
Ferencik, Brandon	Tutor/SC	12.50	07/01/19-06/30/20
Foster, Charles	Tutor/SC	14.00	07/01/19-06/30/20
Franklin, Michael	Tutor/IVC	12.50	07/01/19-06/30/20
Frei, Julia	Comm. Ed. Trainer/SC	30.00	06/12/19-06/30/19
Frei, Julia	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
French, Christa	Tutor/SC	12.50	07/01/19-06/30/20
Fugate, Adam	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Gable, Ronald	Comm. Ed. Trainer/IVC	12.50	07/01/19-06/30/20
Galbraith, Mark	Medical Prof./SC	100.00	07/01/19-06/30/20
Galindo, Angel	Tutor/IVC	12.50	07/01/19-06/30/20
Gallardo, Micah	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Garber, Logan	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Garcia, Bryan	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Gattis, Marissa	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Gavino, Michael	Tutor/IVC	12.50	07/01/19-06/30/20
Gellatly, Jillian	Recreation Aide/SC	14.00	07/01/19-06/30/20
Genzel, Sara	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Gialamas, Gus	Medical Prof./SC	100.00	07/01/19-06/30/20
Gibson, Darren	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Glassman, Ifat	Model/SC	25.00	07/01/19-06/30/20
Glazer, Jake	Tutor/SC	12.50	07/01/19-06/30/20
Godinez, Michele	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Goffin, Charles	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Gonzalez, Amanda	Model/SC	25.00	07/01/19-06/30/20
Gonzalez, Anthony	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Goodman, Abigail	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Gore, Carsen	Tutor/SC	12.50	07/01/19-06/30/20
Gorman, Ron	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Goshtasbi, Parmis	Tutor/IVC	12.50	07/01/19-06/30/20
Grace, Klair	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Grace, Meghan	Model/SC	25.00	07/01/19-06/30/20
Gracey, Michael	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Graham, Brian	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Gray, Carrie	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Greenspan, Frances	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Grijalva, Louie	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20

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** and **2019/2020** academic years. 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>
Grisham, Melinda	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Gross, Gage	Tutor/SC	14.00	07/01/19-06/30/20
Grossman, Marc	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Grudynski, Christy	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Gutierrez, Adrienne	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Hadfield, Pam	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Hadiabdolhamid, Negin	Tutor/IVC	12.50	07/01/19-06/30/20
Haerianardakani, Sepehr	Tutor/SC	14.00	07/01/19-06/30/20
Halbert, Jill	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Hale, Michael	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Halvorson, Sierra	Model/IVC	25.00	07/01/19-06/30/20
Ham, Jun	Tutor/IVC	12.50	07/01/19-06/30/20
Hamedein, Parsa	Tutor/SC	13.00	07/01/19-06/30/20
Hamilton, Coco	Tutor/SC	15.00	07/01/19-06/30/20
Hannon, Karen	Interpreter IV/SC	42.00	07/01/19-06/30/20
Hansen, Julie	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Hasebe, Brandon	Clinical Skills Spec./SC	20.00	07/01/19-06/30/20
Hatami, Leili	Tutor/IVC	12.50	07/01/19-06/30/20
Havlena, Kaitlyn	Tutor/SC	14.00	07/01/19-06/30/20
Hayes, Megan	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Heidarpour Bardei, Negar	Tutor/SC	14.00	07/01/19-06/30/20
Heisley-Shellaby, Reed	Model/SC	25.00	07/01/19-06/30/20
Hibbard, Jason	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Hijioka, Haruka	Tutor/SC	12.50	07/01/19-06/30/20
Hill, Douglas	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
¹² Ho, Pin Ju	Tutor/IVC	12.50	07/01/19-06/30/20
¹³ Ho, Pin-Shiuan	Tutor/IVC	12.50	07/01/19-06/30/20
Hoffski, James	Model/SC	25.00	07/01/19-06/30/20
Hoisington, Diana	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Hosseiny, Habib	Tutor/SC	14.50	07/01/19-06/30/20
Hsu, Kaitlyn	Tutor/SC	12.50	07/01/19-06/30/20
Hudock, Stephanie	HSE Trainer/SC	50.00	07/01/19-06/30/20
Huerta, Christopher	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Im, Sae Hyuk	Tutor/SC	12.50	07/01/19-06/30/20
Iverson, Brandye	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Ivory, Sierra	Recreation Aide/SC	12.50	06/04/19-06/30/19
Ivory, Sierra	Recreation Aide/SC	12.50	07/01/19-06/30/20
Jackson, Colby	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Jafarian Jegheh, Negar	Tutor/SC	12.50	07/01/19-06/30/20
Janes, Kayla	Comm. Ed. Trainer/SC	30.00	06/04/19-06/30/19

¹² Related to Pin-Shiuan Ho, Tutor, IVC

¹³ Related to Pin Ju Ho, Tutor, IVC

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** and **2019/2020** academic years. 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>
Janes, Kayla	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Jaques, Sarah	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Jeong, Hyesung	Tutor/IVC	16.00	07/01/19-06/30/20
Johnson, Eric	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Johnson, Jennifer	Interpreter IV/SC	30.00	07/01/19-06/30/20
Johnson, Robert	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Joyce, Hillary	Tutor/SC	14.00	05/28/19-06/30/19
Juma, Feras	Tutor/IVC	12.50	07/01/19-06/30/20
Kadik, Anna	Tutor/SC	14.50	07/01/19-06/30/20
Kajbaf, Sara	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Kandel, Marlene	Captionist/SC	42.00	07/01/19-06/30/20
Kantari, Ayah	Tutor/SC	13.00	07/01/19-06/30/20
Karami Namivandi, Arman	Tutor/SC	13.00	07/01/19-06/30/20
Karapetian, Anthony	Tutor/SC	12.50	07/01/19-06/30/20
Karimi Tararani, Maryam	Tutor/SC	14.00	07/01/19-06/30/20
Karpaty, Rebecca	Tutor/SC	15.00	07/01/19-06/30/20
Kelly, Meagan	Interpreter IV/SC	30.00	07/01/19-06/30/20
Kennedy, Joseph	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Kibildis, Victoria	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Kimball, Vanessa	Tutor/SC	13.00	07/01/19-06/30/20
Klein, Monique	Recreation Aide/SC	12.50	07/01/19-06/30/20
Knabe, Travis	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Korepanova, Larisa	Tutor/IVC	12.50	07/01/19-06/30/20
Kostapapas, Eoanna	Captionist/SC	42.00	07/01/19-06/30/20
Kral, Jocelyn	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Kruse, Lea	Tutor/IVC	12.50	07/01/19-06/30/20
Kunkle, Jeremy	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Kusto, Stephanie	Tutor/SC	12.50	07/01/19-06/30/20
Lackey, Patricia	Model/SC	25.00	07/01/19-06/30/20
Landaas, Stephen	Tutor/SC	12.50	07/01/19-06/30/20
Lantz, Sydney	Recreation Aide/SC	12.50	06/12/19-06/30/19
Lantz, Sydney	Recreation Aide/SC	12.50	07/01/19-06/30/20
Lazar, Garrick	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Lazar, Jereme	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Le, Ryan	Tutor/SC	12.50	06/06/19-06/30/19
Le, Ryan	Tutor/SC	12.50	07/01/19-06/30/20
Leard, Kenneth	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Ledezma, Milton	HSE Trainer/SC	50.00	07/01/19-06/30/20
Lee, Edward	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Lim, Hyoyoung	Tutor/IVC	12.50	07/01/19-06/30/20
Little, Laura	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20

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** and **2019/2020** academic years. 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>
Lopez, Alexis	Comm. Ed. Trainer/SC	30.00	06/04/19-06/30/19
Lopez, Alexis	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Lopez, Chris	Tutor/SC	13.00	07/01/19-06/30/20
Luna JR, Ricardo	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Luschei, Ashleigh	Tutor/SC	14.00	07/01/19-06/30/20
MacDonald, Donald	Tutor/SC	14.00	07/01/19-06/30/20
Maganzani, Nicolo	Tutor/SC	12.50	07/01/19-06/30/20
Malik, Aleena	Tutor/IVC	12.50	07/01/19-06/30/20
Maller, Robert	Comm. Ed. Trainer/IVC	12.50	07/01/19-06/30/20
Manzo, Tony	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Marangi, Kent	Medical Prof./SC	100.00	07/01/19-06/30/20
Marano, Toni	Tutor/SC	15.00	07/01/19-06/30/20
Marcot, Wendy	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Marlatt, Terin	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Martin, Douglas	AOJ Trainer/IVC	70.00	07/01/19-06/30/20
Martin, Kristi	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Martin, Paul-Dean	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Martinez, Nicholas	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
May, Victoria	Model/SC	25.00	07/01/19-06/30/20
Mayani, Homa	Tutor/SC	14.50	07/01/19-06/30/20
McCarter, Lidia	Tutor/IVC	15.00	07/01/19-06/30/20
McCartney, Kristen	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
McClusky, Nathan	Tutor/SC	14.50	07/01/19-06/30/20
McConaughy, Richard	Tutor/SC	14.50	07/01/19-06/30/20
McLinn, Torrey	Captionist/IVC	35.00	07/01/19-06/30/20
McMahon, Alicia	Model/SC	25.00	07/01/19-06/30/20
Meach, Neil	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Merda, McKenna	Recreation Aide/SC	12.50	06/12/19-06/30/19
Merda, McKenna	Recreation Aide/SC	12.50	07/01/19-06/30/20
Meyer, Tara	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Meyers, Valerie	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Mikulec, Jesse	Tutor/SC	12.50	06/18/19-06/30/19
Mikulec, Jesse	Tutor/SC	12.50	07/01/19-06/30/20
Miller, Frances	Tutor/SC	14.00	07/01/19-06/30/20
Miller, Makayla	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Miller, Nancy	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Miramontes, Alexandria	Tutor/SC	12.50	07/01/19-06/30/20
Miranda, Aubrey	Recreation Aide/SC	13.00	06/20/19-06/30/19
Miranda, Aubrey	Recreation Aide/SC	13.00	07/01/19-06/30/20
Mirzada, Maschal	Tutor/SC	12.50	07/01/19-06/30/20
Mitchell, Tomas	Tutor/SC	12.50	07/01/19-06/30/20
Mogahi, Saman	Tutor/SC	12.50	07/01/19-06/30/20

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** and **2019/2020** academic years. 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>
Molina Gallardo, Karla	HSE Trainer/SC	50.00	07/01/19-06/30/20
Momand, Omar	Tutor/SC	12.50	07/01/19-06/30/20
Monteith, Elizabeth	Tutor/SC	12.50	07/01/19-06/30/20
Mooney, Susan	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Moore, Christopher	Model/SC	25.00	07/01/19-06/30/20
Morales Crisostomo, Andrea	Tutor/SC	13.00	07/01/19-06/30/20
Morefield, Michael	Interpreter IV/IVC	35.00	07/01/19-06/30/20
Moreno O., Christina	Tutor/SC	14.50	07/01/19-06/30/20
Morishita, Kylie	Tutor/SC	14.00	07/01/19-06/30/20
Moscarello Merritt, Michele	Medical Prof./IVC	90.00	07/01/19-06/30/20
Murphy, Tara	Tutor/IVC	16.00	07/01/19-06/30/20
Murphy, William	AOJ Trainer/IVC	70.00	07/01/19-06/30/20
Navarro, Joshua Jon	Tutor/SC	13.50	07/01/19-06/30/20
Nelson, Christy	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Nguyen, Ethan	Recreation Aide/SC	12.50	07/01/19-06/30/20
Nguyen, Michael	Tutor/SC	15.00	07/01/19-06/30/20
Nguyen, Nhi	Tutor/IVC	13.50	07/01/19-06/30/20
Nikkhah, Shahrzad	Tutor/SC	14.50	07/01/19-06/30/20
Nili, Adam	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Nissenson, Lenard	Model/SC	25.00	07/01/19-06/30/20
Nivinskus, Taylor	Tutor/SC	12.50	07/01/19-06/30/20
Norton, Connie	Tutor/SC	13.00	07/01/19-06/30/20
O'Connell, Jalon	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
O'Connor, Sarah	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Olinger, Gilbert	Model/IVC	25.00	07/01/19-06/30/20
Onbirbak, Neema	Tutor/SC	13.50	07/01/19-06/30/20
Ong, Jonathan	Tutor/IVC	12.50	07/01/19-06/30/20
Oplt, Maria	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Orozco, Belinda	Tutor/SC	15.00	07/01/19-06/30/20
Ortiz, Margarita	Captionist/IVC	45.00	07/01/19-06/30/20
Oye, Bradley	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Padden, Thomas	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Paganelli, Casey	Tutor/SC	13.00	07/01/19-06/30/20
Palmer, Matthew	Tutor/SC	13.00	07/01/19-06/30/20
Paracha, Areeba	Tutor/SC	12.50	07/01/19-06/30/20
Pardoen, Brent	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Parke, Matthew	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Parker, Kelsie	Model/SC	25.00	07/01/19-06/30/20
Parks, Timothy	Model/SC	25.00	07/01/19-06/30/20
Parsons, Rhys	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Parva, Ali	Tutor/SC	12.50	07/01/19-06/30/20

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** and **2019/2020** academic years. 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>
Paulite, Brandon	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Peck, Lindsay	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Peloquin, Cole	Tutor/SC	13.00	07/01/19-06/30/20
Peviani, Patti	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Pham, Cody	Tutor/IVC	12.50	07/01/19-06/30/20
Phan, Diana	Tutor/IVC	17.00	07/01/19-06/30/20
Piedad, Alyson	Tutor/SC	13.00	07/01/19-06/30/20
Pinzon, Sandra	Tutor/SC	15.00	07/01/19-06/30/20
Pizzarusso, Hope	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Poston, Daniel	Model/SC	25.00	07/01/19-06/30/20
Pourarian, Siamak	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Pratt, Ryan	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Rabina, Noel	Model/SC	25.00	07/01/19-06/30/20
Rahbar, Shawdi	Clinical Skills Spec./SC	20.00	07/01/19-06/30/20
Rand, Sarah	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Raton, Michelle	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Ray, Kerry	Model/SC	25.00	07/01/19-06/30/20
Razaghi Rafsenjani, Seyedeh Tannaz	Tutor/IVC	12.50	07/01/19-06/30/20
Reed, Aaron	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Reincke, Lisa	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Reis, Matthew	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Rhoades, Rachel	Recreation Aide/SC	13.00	07/01/19-06/30/20
¹⁴ Rimland, Adam	Recreation Aide/SC	12.50	07/01/19-06/30/20
¹⁵ Rimland, Elise	Recreation Aide/SC	13.00	07/01/19-06/30/20
Rivas, Juliana	Tutor/SC	12.50	07/01/19-06/30/20
Rivera-Patton, Maximiliano	Tutor/SC	12.50	07/01/19-06/30/20
Roberts, Tatiana	Tutor/SC	13.00	07/01/19-06/30/20
Rodriguez, Justin	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Romero, Rachel	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Romero, Yvette	Captionist/SC	42.00	07/01/19-06/30/20
Root, Kimberly	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Rosendale, Steven	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Rotim, Karlo	Tutor/SC	12.50	07/01/19-06/30/20
Rounds, Michael	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Rous, Sheri	Comm. Ed. Trainer/SC	20.00	07/01/19-06/30/20
Ruef, Bryan	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Ruffino, Michael	Model/SC	25.00	07/01/19-06/30/20
Rush, Deane	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20

¹⁴ Related to Elise Rimland, Recreation Aide, SC

¹⁵ Related to Adam Rimland, Recreation Aide, SC

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** and **2019/2020** academic years. 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>
Saalberg, Christopher	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
¹⁶ Safavieh, Ariana	Recreation Aide/SC	13.00	07/01/19-06/30/20
¹⁷ Safavieh, Jasmine	Recreation Aide/SC	13.00	07/01/19-06/30/20
Salahshori Ardestani, Parmiss	Tutor/SC	13.00	07/01/19-06/30/20
Salazar, Juan	Tutor/SC	13.00	07/01/19-06/30/20
Samsel, Joelle	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Santiago, Moira	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Sarabia, Rodolfo	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Sardegna, Anthony	Clinical Skills Spec./SC	20.00	07/01/19-06/30/20
Savala, Shane	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Schaefer, Nicholas	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Schiff, Maureen	Interpreter V/SC	45.00	07/01/19-06/30/20
Schneider, Emma	Tutor/SC	12.50	07/01/19-06/30/20
Schofield, Kylie	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Schroeder, Marianna	Tutor/SC	12.50	07/01/19-06/30/20
Schultz, Scott	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Schutza, Jennifer	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Seible, Michael	Clinical Skills Spec./SC	20.00	06/06/19-06/30/19
Seible, Michael	Clinical Skills Spec./SC	20.00	07/01/19-06/30/20
Sepahpour, Arsalan	Tutor/SC	12.50	07/01/19-06/30/20
Seyffert, Laura	Tutor/SC	12.50	07/01/19-06/30/20
Sharafoleslami, Ramtin	Tutor/SC	12.50	07/01/19-06/30/20
Shumate, Jacob	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Sinceno, Corey	Tutor/SC	12.50	07/01/19-06/30/20
Skahill, Christopher	AOJ Trainer/IVC	70.00	07/01/19-06/30/20
Slocum, Jacob	Tutor/SC	12.50	07/01/19-06/30/20
Smith, Kascy	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Smith, Ronald	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Smolyanov, Elena	Tutor/SC	21.00	07/01/19-06/30/20
Smyth, Steven	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Snipes, Jesse	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Sonoyama, Yoshie	Tutor/IVC	14.00	07/01/19-06/30/20
St. James, Jheri	Model/SC	25.00	07/01/19-06/30/20
Starr, Megan	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Stenshoel, Peter	Model/IVC	25.00	07/01/19-06/30/20
Stoegbuer, Jay	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Stoian, Roland	Model/SC	25.00	07/01/19-06/30/20
Stone, Hannah	Tutor/SC	13.00	07/01/19-06/30/20
Strain, Stephanie	Model/IVC	25.00	07/01/19-06/30/20

¹⁶ Related to Jasmine Safavieh, Recreation Aide, SC

¹⁷ Related to Ariana Safavieh, Recreation Aide, SC

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** and **2019/2020** academic years. 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>
¹⁸ Strong, Margarette	Tutor/SC	13.50	07/01/19-06/30/20
¹⁹ Strong, Mark	Tutor/SC	13.00	07/01/19-06/30/20
Sullivan, Laura	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Suppe, Dustin	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Sutton, Caitlin	Tutor/SC	13.50	07/01/19-06/30/20
Suwareh, Ebrima	Tutor/SC	12.50	07/01/19-06/30/20
Syquia, Ramer Karlo	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Taghavi Dinani, Seyed	Tutor/SC	14.00	07/01/19-06/30/20
Takemoto, Jack	AOJ Trainer/IVC	70.00	07/01/19-06/30/20
Tan, Brian	Tutor/IVC	14.00	07/01/19-06/30/20
Tenney, Kyle	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Thantrakul, Karen	Tutor/SC	13.00	07/01/19-06/30/20
Thompson, Jonathan	Model/SC	25.00	07/01/19-06/30/20
Tidrick, Brian	AOJ Trainer/IVC	70.00	07/01/19-06/30/20
Tisani, Malik	Tutor/SC	12.50	07/01/19-06/30/20
Tjandra, Glen	Tutor/IVC	12.50	07/01/19-06/30/20
Toffel, Charlie	Recreation Aide/SC	12.50	07/01/19-06/30/20
Tomasick, James	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Topalian, Justin	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Tortarolo, Victoria	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Trudeau, Heather	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Trumbo, Dawn	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Truong, Diane	Tutor/SC	13.50	07/01/19-06/30/20
Tupper, Linda	Clinical Skills Spec./SC	30.00	07/01/19-06/30/20
Turner, Tracey	Model/IVC	25.00	07/01/19-06/30/20
Turney, Jason	Comm. Ed. Trainer/SC	30.00	07/01/19-06/30/20
Vick, Jeffrey	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Von Kostka, Joanne	Medical Prof./IVC	35.00	07/01/19-06/30/20
Walker, Stacy	Model/SC	25.00	07/01/19-06/30/20
Wang, Chia-Hsin	Tutor/IVC	12.50	07/01/19-06/30/20
Warren, Vicki	Tutor/SC	16.50	07/01/19-06/30/20
Watson, Patrick	Tutor/SC	12.50	07/01/19-06/30/20
Weatherholt, Branden	Clinical Skills Spec./SC	15.00	07/01/19-06/30/20
Weber, Justin	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Wheeler, Donna	Comm. Ed. Trainer/SC	20.00	07/01/19-06/30/20
Whidden, Pamela	Model/SC	25.00	07/01/19-06/30/20
Woo, Kendall	Tutor/SC	13.00	07/01/19-06/30/20
Wu, Steven Hsuante	Tutor/IVC	12.50	07/01/19-06/30/20
Yeun, Michael	Clinical Skills Spec./SC	40.00	07/01/19-06/30/20
Yoo, Chi Young	Medical Prof./IVC	35.00	07/01/19-06/30/20

¹⁸ Related to Mark Strong, Tutor, SC

¹⁹ Related to Margarette Strong, Tutor, SC
July 15, 2019

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** and **2019/2020** academic years. 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>
Young, Robin	Comm. Ed. Trainer/SC	15.00	07/01/19-06/30/20
Zandi Haghighi, Setarah	Tutor/IVC	12.50	07/01/19-06/30/20
Zohoori, Khashayar	Tutor/SC	16.00	07/01/19-06/30/20

B. VOLUNTEERS

1. The following individuals are to be approved as **Volunteers** for the **2018/2019** academic year.

School of Kinesiology, Health and Athletics, Irvine Valley College
Shepherd, Hannah

Division of Kinesiology & Athletics, Saddleback College

Chesley, Ed	Cunningham, Megan	Cutler, Emily
Garcia, Ashley	Gretzler, Dylan	Gubbels, Vanessa
Jimenez, Kevin	Krogh, Karen	Ludin, Spencer
Mirabal, Lenice	Ocken, Cassie	Reddy, Andrew
Sialaris, Nicole	Thompson, Michelle	Vasquez, Quenia
Williams, Lindsay		

School of Languages & Learning Resources, Irvine Valley College

Cuddyer, Kuniko Coco	Hedayati, Manijeh	Hosono, Keigo
Oma, Junko		

Division of Online Education & Learning Resources, Saddleback College

Cobos, Ana Maria	Good, Victoria	Martin, Linda M.
Ruff, Donald	Shamedani, Maliheh	

Radio Station, Saddleback College

Yip, Vienna

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

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

ACTION: Approval

BACKGROUND

The collective bargaining agreement between South Orange County Community College District (District) and the California School Employees Association (CSEA) expired on June 30, 2018. The District and CSEA reached a tentative agreement on salaries for the period of July 1, 2018 – June 30, 2021. A memorandum of understanding was agreed upon for a 0.975% increase to the 2019 – 2020 salary schedule.

STATUS

California Government Code Section 3547 et seq. requires the disclosure of costs associated with a collective bargaining agreement. The District proposes to increase the Salary Schedule to be adjusted in the amount of two point nine seven five (2.975) percent for 2019 – 2020 and two (2) percent for 2020 – 2021. A one point five (1.5) percent increase and the addition of step 7 for 2018 – 2019 was approved at the August 27, 2018 Board of Trustees meeting. The salary schedules for 2019 – 2020 and 2020 – 2021 are attached as Exhibit A. The increased costs of the agreement with CSEA for the three-year period, from July 1, 2018 through June 30, 2021, as displayed in Exhibit B, are estimated to be \$9,864,632.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve revision to the California Schools Employees Association Salary Schedule, to be effective July 1, 2019, subject to the ratification and approval of the CSEA membership.



South Orange County Community College District

C.S.E.A. CLASSIFIED BARGAINING UNIT MONTHLY and HOURLY SALARY SCHEDULE

2019-2020

2.975%

Range/ Step	1	2	3	4	5	6	7
111	3,221 18.583	3,385 19.529	3,557 20.521	3,737 21.560	3,926 22.650	4,125 23.798	4,334 25.004
112	3,302 19.050	3,470 20.019	3,646 21.035	3,830 22.096	4,024 23.215	4,228 24.392	4,442 25.627
113	3,385 19.529	3,557 20.521	3,737 21.560	3,926 22.650	4,125 23.798	4,334 25.004	4,553 26.267
114	3,470 20.019	3,646 21.035	3,830 22.096	4,024 23.215	4,228 24.392	4,442 25.627	4,667 26.925
115	3,557 20.521	3,737 21.560	3,926 22.650	4,125 23.798	4,334 25.004	4,553 26.267	4,784 27.600
116	3,646 21.035	3,830 22.096	4,024 23.215	4,228 24.392	4,442 25.627	4,667 26.925	4,904 28.292
117	3,737 21.560	3,926 22.650	4,125 23.798	4,334 25.004	4,553 26.267	4,784 27.600	5,027 29.002
118	3,830 22.096	4,024 23.215	4,228 24.392	4,442 25.627	4,667 26.925	4,904 28.292	5,153 29.729
119	3,926 22.650	4,125 23.798	4,334 25.004	4,553 26.267	4,784 27.600	5,027 29.002	5,282 30.473
120	4,024 23.215	4,228 24.392	4,442 25.627	4,667 26.925	4,904 28.292	5,153 29.729	5,414 31.235
121	4,125 23.798	4,334 25.004	4,553 26.267	4,784 27.600	5,027 29.002	5,282 30.473	5,549 32.014
122	4,228 24.392	4,442 25.627	4,667 26.925	4,904 28.292	5,153 29.729	5,414 31.235	5,688 32.815
123	4,334 25.004	4,553 26.267	4,784 27.600	5,027 29.002	5,282 30.473	5,549 32.014	5,830 33.635
124	4,442 25.627	4,667 26.925	4,904 28.292	5,153 29.729	5,414 31.235	5,688 32.815	5,976 34.477
125	4,553 26.267	4,784 27.600	5,027 29.002	5,282 30.473	5,549 32.014	5,830 33.635	6,125 35.337
126	4,667 26.925	4,904 28.292	5,153 29.729	5,414 31.235	5,688 32.815	5,976 34.477	6,278 36.219



South Orange County Community College District

C.S.E.A. CLASSIFIED BARGAINING UNIT MONTHLY and HOURLY SALARY SCHEDULE

2019-2020

2.975%

Range/ Step	1	2	3	4	5	6	7
127	4,784 27.600	5,027 29.002	5,282 30.473	5,549 32.014	5,830 33.635	6,125 35.337	6,435 37.125
128	4,904 28.292	5,153 29.729	5,414 31.235	5,688 32.815	5,976 34.477	6,278 36.219	6,596 38.054
129	5,027 29.002	5,282 30.473	5,549 32.014	5,830 33.635	6,125 35.337	6,435 37.125	6,761 39.006
130	5,153 29.729	5,414 31.235	5,688 32.815	5,976 34.477	6,278 36.219	6,596 38.054	6,930 39.981
131	5,282 30.473	5,549 32.014	5,830 33.635	6,125 35.337	6,435 37.125	6,761 39.006	7,103 40.979
132	5,414 31.235	5,688 32.815	5,976 34.477	6,278 36.219	6,596 38.054	6,930 39.981	7,281 42.006
133	5,549 32.014	5,830 33.635	6,125 35.337	6,435 37.125	6,761 39.006	7,103 40.979	7,463 43.056
134	5,688 32.815	5,976 34.477	6,278 36.219	6,596 38.054	6,930 39.981	7,281 42.006	7,650 44.135
135	5,830 33.635	6,125 35.337	6,435 37.125	6,761 39.006	7,103 40.979	7,463 43.056	7,841 45.237
136	5,976 34.477	6,278 36.219	6,596 38.054	6,930 39.981	7,281 42.006	7,650 44.135	8,037 46.367
137	6,125 35.337	6,435 37.125	6,761 39.006	7,103 40.979	7,463 43.056	7,841 45.237	8,238 47.527
138	6,278 36.219	6,596 38.054	6,930 39.981	7,281 42.006	7,650 44.135	8,037 46.367	8,444 48.715
139	6,435 37.125	6,761 39.006	7,103 40.979	7,463 43.056	7,841 45.237	8,238 47.527	8,655 49.933
140	6,596 38.054	6,930 39.981	7,281 42.006	7,650 44.135	8,037 46.367	8,444 48.715	8,871 51.179
141	6,761 39.006	7,103 40.979	7,463 43.056	7,841 45.237	8,238 47.527	8,655 49.933	9,093 52.460
142	6,930 39.981	7,281 42.006	7,650 44.135	8,037 46.367	8,444 48.715	8,871 51.179	9,320 53.769



South Orange County Community College District

C.S.E.A. CLASSIFIED BARGAINING UNIT MONTHLY and HOURLY SALARY SCHEDULE

2019-2020

2.975%

Range/ Step	1	2	3	4	5	6	7
143	7,103 40.979	7,463 43.056	7,841 45.237	8,238 47.527	8,655 49.933	9,093 52.460	9,553 55.114
144	7,281 42.006	7,650 44.135	8,037 46.367	8,444 48.715	8,871 51.179	9,320 53.769	9,792 56.492
145	7,463 43.056	7,841 45.237	8,238 47.527	8,655 49.933	9,093 52.460	9,553 55.114	10,037 57.906
146	7,650 44.135	8,037 46.367	8,444 48.715	8,871 51.179	9,320 53.769	9,792 56.492	10,288 59.354
147	7,841 45.237	8,238 47.527	8,655 49.933	9,093 52.460	9,553 55.114	10,037 57.906	10,545 60.837
148	8,037 46.367	8,444 48.715	8,871 51.179	9,320 53.769	9,792 56.492	10,288 59.354	10,809 62.360
149	8,238 47.527	8,655 49.933	9,093 52.460	9,553 55.114	10,037 57.906	10,545 60.837	11,079 63.917
150	8,444 48.715	8,871 51.179	9,320 53.769	9,792 56.492	10,288 59.354	10,809 62.360	11,356 65.516
151	8,655 49.933	9,093 52.460	9,553 55.114	10,037 57.906	10,545 60.837	11,079 63.917	11,640 67.154
152	8,871 51.179	9,320 53.769	9,792 56.492	10,288 59.354	10,809 62.360	11,356 65.516	11,931 68.833
153	9,093 52.460	9,553 55.114	10,037 57.906	10,545 60.837	11,079 63.917	11,640 67.154	12,229 70.552
154	9,320 53.769	9,792 56.492	10,288 59.354	10,809 62.360	11,356 65.516	11,931 68.833	12,535 72.317

To determine the hourly rate, the monthly rate is divided by 173.333 and the results carried to three decimal places. (Based on 21.667 Days per Month)



South Orange County Community College District

C.S.E.A. CLASSIFIED BARGAINING UNIT MONTHLY and HOURLY SALARY SCHEDULE 2020-2021 2.0%

Range/ Step	1	2	3	4	5	6	7
111	3,286 18.958	3,452 19.915	3,626 20.919	3,810 21.981	4,003 23.094	4,206 24.265	4,419 25.494
112	3,368 19.431	3,538 20.412	3,717 21.444	3,905 22.529	4,103 23.671	4,311 24.871	4,529 26.129
113	3,452 19.915	3,626 20.919	3,810 21.981	4,003 23.094	4,206 24.265	4,419 25.494	4,642 26.781
114	3,538 20.412	3,717 21.444	3,905 22.529	4,103 23.671	4,311 24.871	4,529 26.129	4,758 27.450
115	3,626 20.919	3,810 21.981	4,003 23.094	4,206 24.265	4,419 25.494	4,642 26.781	4,877 28.137
116	3,717 21.444	3,905 22.529	4,103 23.671	4,311 24.871	4,529 26.129	4,758 27.450	4,999 28.840
117	3,810 21.981	4,003 23.094	4,206 24.265	4,419 25.494	4,642 26.781	4,877 28.137	5,124 29.562
118	3,905 22.529	4,103 23.671	4,311 24.871	4,529 26.129	4,758 27.450	4,999 28.840	5,252 30.300
119	4,003 23.094	4,206 24.265	4,419 25.494	4,642 26.781	4,877 28.137	5,124 29.562	5,383 31.056
120	4,103 23.671	4,311 24.871	4,529 26.129	4,758 27.450	4,999 28.840	5,252 30.300	5,518 31.835
121	4,206 24.265	4,419 25.494	4,642 26.781	4,877 28.137	5,124 29.562	5,383 31.056	5,656 32.631
122	4,311 24.871	4,529 26.129	4,758 27.450	4,999 28.840	5,252 30.300	5,518 31.835	5,797 33.444
123	4,419 25.494	4,642 26.781	4,877 28.137	5,124 29.562	5,383 31.056	5,656 32.631	5,942 34.281
124	4,529 26.129	4,758 27.450	4,999 28.840	5,252 30.300	5,518 31.835	5,797 33.444	6,091 35.140
125	4,642 26.781	4,877 28.137	5,124 29.562	5,383 31.056	5,656 32.631	5,942 34.281	6,243 36.017
126	4,758 27.450	4,999 28.840	5,252 30.300	5,518 31.835	5,797 33.444	6,091 35.140	6,399 36.917



South Orange County Community College District

C.S.E.A. CLASSIFIED BARGAINING UNIT MONTHLY and HOURLY SALARY SCHEDULE 2020-2021 2.0%

Range/ Step	1	2	3	4	5	6	7
127	4,877 28.137	5,124 29.562	5,383 31.056	5,656 32.631	5,942 34.281	6,243 36.017	6,559 37.840
128	4,999 28.840	5,252 30.300	5,518 31.835	5,797 33.444	6,091 35.140	6,399 36.917	6,723 38.787
129	5,124 29.562	5,383 31.056	5,656 32.631	5,942 34.281	6,243 36.017	6,559 37.840	6,891 39.756
130	5,252 30.300	5,518 31.835	5,797 33.444	6,091 35.140	6,399 36.917	6,723 38.787	7,063 40.748
131	5,383 31.056	5,656 32.631	5,942 34.281	6,243 36.017	6,559 37.840	6,891 39.756	7,240 41.769
132	5,518 31.835	5,797 33.444	6,091 35.140	6,399 36.917	6,723 38.787	7,063 40.748	7,421 42.814
133	5,656 32.631	5,942 34.281	6,243 36.017	6,559 37.840	6,891 39.756	7,240 41.769	7,607 43.887
134	5,797 33.444	6,091 35.140	6,399 36.917	6,723 38.787	7,063 40.748	7,421 42.814	7,797 44.983
135	5,942 34.281	6,243 36.017	6,559 37.840	6,891 39.756	7,240 41.769	7,607 43.887	7,992 46.108
136	6,091 35.140	6,399 36.917	6,723 38.787	7,063 40.748	7,421 42.814	7,797 44.983	8,192 47.262
137	6,243 36.017	6,559 37.840	6,891 39.756	7,240 41.769	7,607 43.887	7,992 46.108	8,397 48.444
138	6,399 36.917	6,723 38.787	7,063 40.748	7,421 42.814	7,797 44.983	8,192 47.262	8,607 49.656
139	6,559 37.840	6,891 39.756	7,240 41.769	7,607 43.887	7,992 46.108	8,397 48.444	8,822 50.896
140	6,723 38.787	7,063 40.748	7,421 42.814	7,797 44.983	8,192 47.262	8,607 49.656	9,043 52.171
141	6,891 39.756	7,240 41.769	7,607 43.887	7,992 46.108	8,397 48.444	8,822 50.896	9,269 53.475
142	7,063 40.748	7,421 42.814	7,797 44.983	8,192 47.262	8,607 49.656	9,043 52.171	9,501 54.814



South Orange County Community College District

C.S.E.A. CLASSIFIED BARGAINING UNIT MONTHLY and HOURLY SALARY SCHEDULE

2020-2021

2.0%

Range/ Step	1	2	3	4	5	6	7
143	7,240 41.769	7,607 43.887	7,992 46.108	8,397 48.444	8,822 50.896	9,269 53.475	9,739 56.187
144	7,421 42.814	7,797 44.983	8,192 47.262	8,607 49.656	9,043 52.171	9,501 54.814	9,982 57.589
145	7,607 43.887	7,992 46.108	8,397 48.444	8,822 50.896	9,269 53.475	9,739 56.187	10,232 59.031
146	7,797 44.983	8,192 47.262	8,607 49.656	9,043 52.171	9,501 54.814	9,982 57.589	10,488 60.508
147	7,992 46.108	8,397 48.444	8,822 50.896	9,269 53.475	9,739 56.187	10,232 59.031	10,750 62.019
148	8,192 47.262	8,607 49.656	9,043 52.171	9,501 54.814	9,982 57.589	10,488 60.508	11,019 63.571
149	8,397 48.444	8,822 50.896	9,269 53.475	9,739 56.187	10,232 59.031	10,750 62.019	11,294 65.158
150	8,607 49.656	9,043 52.171	9,501 54.814	9,982 57.589	10,488 60.508	11,019 63.571	11,576 66.785
151	8,822 50.896	9,269 53.475	9,739 56.187	10,232 59.031	10,750 62.019	11,294 65.158	11,865 68.452
152	9,043 52.171	9,501 54.814	9,982 57.589	10,488 60.508	11,019 63.571	11,576 66.785	12,162 70.166
153	9,269 53.475	9,739 56.187	10,232 59.031	10,750 62.019	11,294 65.158	11,865 68.452	12,466 71.919
154	9,501 54.814	9,982 57.589	10,488 60.508	11,019 63.571	11,576 66.785	12,162 70.166	12,778 73.719

To determine the hourly rate, the monthly rate is divided by 173.333 and the results carried to three decimal places. (Based on 21.667 Days per Month)

1.5% increase for FY 2018-2019
2.975% increase for FY 2019-2020
2% increase for FY 2020-2021
On-going cost of adding Step 7 to the salary schedule

Increased Annual Cost					
2018-2019			2019-2020	2020-2021	
1.5% Increase	Add New Step 7	Total	2.975% Increase	2% Increase	
Salary	\$ 580,719	\$ 925,218	\$ 1,505,937	\$ 1,196,560	\$ 828,342
27.462% Benefits	\$ 159,477	\$ 254,083	\$ 413,560	\$ 328,599	\$ 227,479
Total	\$ 740,196	\$ 1,179,301	\$ 1,919,497	\$ 1,525,160	\$ 1,055,821
	1.50%	2.39%	3.89%	3.09%	2.14%

Cumulative Cost		
2018-2019	2019-2020	2020-2021
Cumulative Cost 3.89%	Cumulative Cost 6.865%	Cumulative Cost 8.865%
\$ 1,505,937	\$ 4,208,434	\$ 7,739,273
\$ 413,560	\$ 1,155,720	\$ 2,125,359
\$ 1,919,497	\$ 5,364,154	\$ 9,864,632
3.89%	6.98%	9.12% (compounded)

Professional Development 0.060%

Total Cumulative Cost 8.925%

Total Compounded Cost 9.180%

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Adopt Resolution No. 19-15: Classified Employee/Position Layoff

ACTION: Approval

BACKGROUND

As a result of lack of funds and/or lack of work, it is necessary to reduce one classified position through layoff.

STATUS

The classified position in Exhibit A shall be eliminated. Order of layoff shall be determined in accordance with the Education Code 88017 and the collective bargaining agreement as applicable.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 19-15 to approve the reduction and/or discontinuance of classified service shown in Exhibit A.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES MEETING
July 15, 2019**

RESOLUTION NO.: 19-15

WHEREAS, Education Code sections 88001, 88014, 88015, 88017, 88117, and 88127 authorize the District to layoff classified employees for lack of funds upon the expiration of a categorically or specially funded project and upon notice on or before September 16; and

WHEREAS, it is the determination of the Board of Trustees that it is in the district's best interest, due to lack of funds as a result of the expiration of a specifically funded program (Partnership with CSUN), that certain services now being provided by the District must be reduced;

NOW, THEREFORE, BE IT RESOLVED that the following classified positions be discontinued effective September 16, 2019:

1 FTE Partnership with CSUN Program Assistant

BE IT FURTHER RESOLVED that the Chancellor, or her designee, is hereby authorized and directed to give notice(s) of termination of employment to the affected employee(s) pursuant to District rules and regulations, any applicable collective bargaining agreement and applicable provisions of the Education Code not later than July 16, 2019.

BE IT FURTHER RESOLVED that the Chancellor be authorized and directed to take any other actions necessary to effectuate the intent of this resolution.

The foregoing Resolution was passed and adopted at a regular meeting of the Board of Trustees on the 15nd day of July 2019, by the following vote:

AYES:

NOES:

ABSENT:

Date: _____

Board of Trustees of the South Orange County
Community College District.

By _____

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Staff Response to Public Comments from the Previous Board Meeting

ACTION: Information

BACKGROUND

Members of the public may address the Board on any item on the closed or open session agenda following "Procedural Matters" or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at that time.

At the Board of Trustees organizational meeting on December 12, 2016, the Board requested that a standing monthly item be included on the agenda to allow for staff to respond to public comments from the previous board meeting.

STATUS

A public comment response from staff was not requested during last month's board meeting.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: 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*
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>
None					

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>
6/25/19 12:30 – 4pm	BSTIC 104	John Russo	Young Entrepreneurship Workshop	Tristin Tucker	Giving a Pitch
6/26/19 12:30 – 4pm	BSTIC 104	John Russo	Young Entrepreneurship Workshop	Tony Crisp	Using Social Media
6/26/19 12:30 – 4pm	BSTIC 104	John Russo	Young Entrepreneurship Workshop	Anshay Saboo	App Coding
6/26/19 12:30 – 4pm	BSTIC 104	John Russo	Young Entrepreneurship Workshop	Ian Gibson	IP/Patents
6/28/19 12:30 – 4pm	BSTIC 104	John Russo	Young Entrepreneurship Workshop	Cathleen Greiner	Pitch Judge

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 July 15, 2019

CAPITAL IMPROVEMENT PLANNING

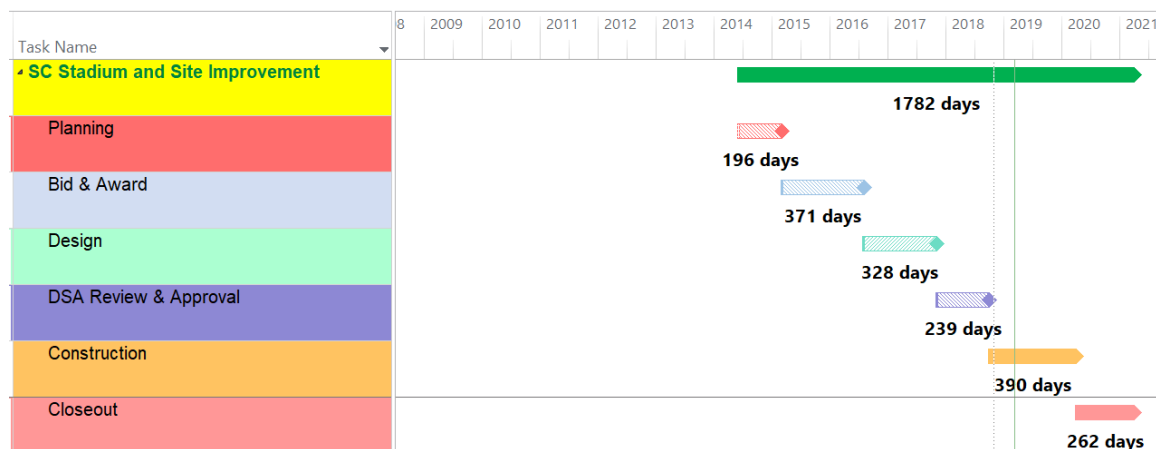
The decision to design and construct capital improvement projects begins with the Education and Facilities Master Planning (EFMP) process. The last EFMP cycle was completed December 2011. The 2011 EFMP report is available at the District website: http://www.socccd.edu/about/about_planning.html. The EFMP 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	Jun 2020*
Complete Working Drawings	Nov 2017	Advertise for FF&E	Oct 2019
DSA Final Approval	Nov 2018	DSA Close Out	Pending



*Contractor has not provided a compliant schedule. *Bleacher subcontractor challenges are expected to impact projected completion.* This date remains in question.

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 their RDA and a portion of the district-wide apartment income of \$22,705,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$14,530,000	\$47,700,000	\$62,230,000
District Funding Commitment	\$14,530,000	\$47,700,000	\$62,230,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$14,530,000	\$24,995,000	\$39,525,000
College Contribution:	\$ 0	\$22,705,000	\$22,705,000

Status: Construction Phase: Project 39% complete. *Design-Build Entity (DBE) reports problems with bleacher subcontractor. Efforts to address concerns are underway and will impact the schedule.*

In Progress: Site utilities installation, building footings, off-site elevator fabrication, drainage at practice fields, home side concrete masonry units (cmu) installation, *review County of Orange comments related to storm-drain outfall design, site irrigation and practice field piping installation.*

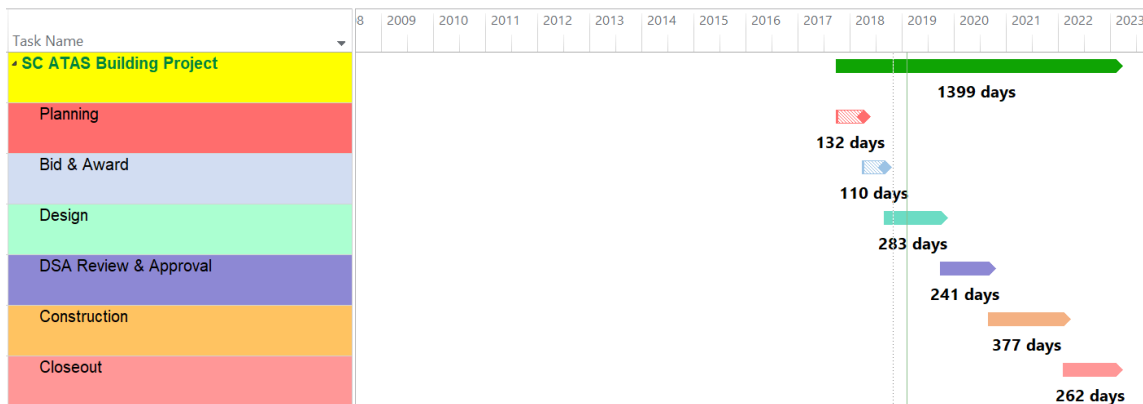
Recently Completed: *Practice field perimeter fencing and netting installed, re-worked base of retaining wall due to storm damage, palm trees planted, north entry ramp and ticket booth stairs complete.*

Focus: *Evaluate steel tariffs impact. Meet with PCL executive team. Arrive at contract compliant schedule. Review contractor's change order requests.*

2. ATAS BUILDING PROJECT

Project Description: The Project includes a new 50,000 gross square feet (GSF) two-story building serving career technical education students. This building will be located at the existing tennis courts facility. Eight new tennis courts (including two striped for pickle ball) will replace the existing six and will be located north of the Village. The college has requested that the existing TAS Building demolition, utility relocation and new parking lot be de-scoped. A *connector* road and installation of additional parking stalls between the baseball field and the new tennis courts is included.

Start Preliminary Plans	Oct 2017	Award D/B Contract	Aug 2018
Start Working Drawings	Oct 2018	Complete Construction	Aug 2022
Complete Working Drawings	Sep 2019	Advertise for FF&E	Pending
DSA Final Approval	Sep 2020	DSA Close Out	Pending



Budget Narrative: In fiscal years 2002-2003 and 2004-2005, \$971,000 and \$985,000 respectively, for a total of \$1,956,000 was allocated from basic aid to cover design. Budget reflects Board 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: Construction Documents (CD) Phase *and DSA Submittal: 100% CD* for the ATAS Building project and *DSA Submittal* for the new Tennis Courts Center.

In Progress: *ATAS Building* one-on-one user group meetings with Saddleback College *ATAS Division*, Facilities Maintenance & Operations department (FMO), Information Technology (IT) and Campus Police, and weekly design coordination meetings with Design-build Entity.

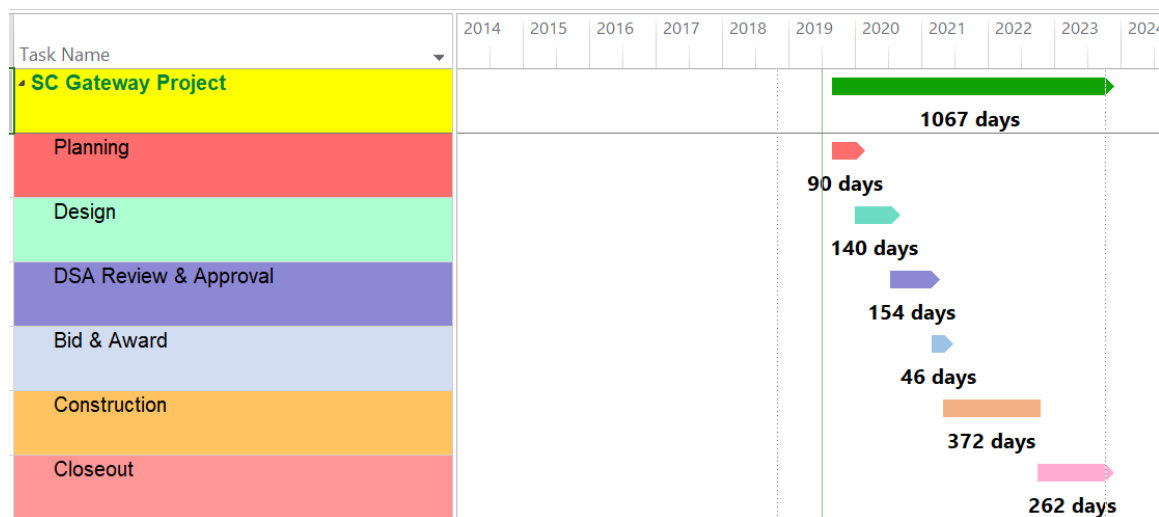
Recently Completed: Saddleback College Executive Cabinet, *ATAS Division*, FMO, College IT, and Campus Police signed off the final *ATAS Building* 100% CDs (Pre-DSA Submittal package). *Tennis Courts Center* submitted to DSA for review and approval.

Focus Issue: Finalize the *ATAS Building* design package for DSA submittal. *Kick-off for the new connector road and parking lot design.*

3. GATEWAY PROJECT

Project Description: This proposed project will construct a new three-story building of 52,156 assignable square feet (ASF), 77,985 gross square feet (GSF) and will provide a new, highly integrated space for student services and consolidated and expanded interdisciplinary instructional space. This project will reduce the need for portable buildings and set the stage for the Student Services building renovation.

Start Preliminary Plans	Sep 2019	Award Construction Contract	May 2021
Start Working Drawings	Jan 2020	Complete Construction	Oct 2022
Complete Working Drawings	Jul 2020	Advertise for FF&E	Feb 2022
DSA Final Approval	Feb 2021	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013, 6/23/2014, 8/22/2016 and 6/26/2017 and 4/22/2019. On June 17, 2013, the Board approved \$1,545,115. On June 23, 2014, the Board approved a reduction of (\$655,115). On August 22, 2016, the Board approved \$1,936,817. On June 26, 2017, the Board approved \$16,832,003. On April 22, 2019, the Board approved the funding allocation of \$6,599,180.

	<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
State Match:	\$30,053,000	\$(3,973,000)	\$26,080,000
Basic Aid Allocation:	\$ 1,545,115	\$24,712,885	\$26,258,000

Status: *Pre-Design Phase.*

In Progress: Design Services Request for Proposals is underway. *Awaiting State Chancellor's Office approval to begin project expenditures.*

Recently Completed: The State Chancellor's office *requested* funding for both the preliminary plans and the working drawings for this project. *Legislature passed the state*

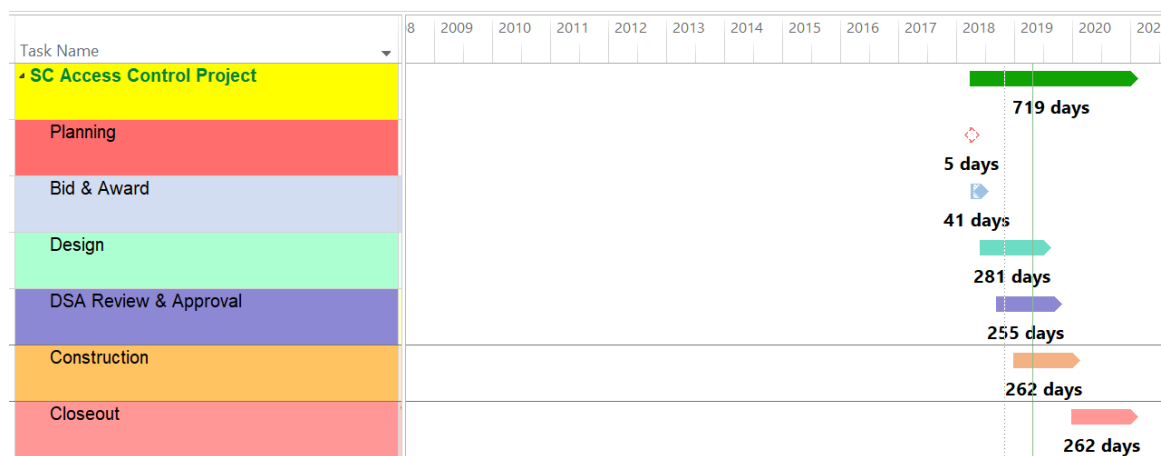
budget, which included the Gateway Building. The Governor signed the budget on June 27, 2019 allocating \$1,719,000 for preliminary plans and working drawings.

Focus: Evaluate Design Services Request for Proposals and select Architectural Services Firm.

4. ACCESS CONTROL PROJECT

Project Description: This project will retrofit 1,535 existing doors campus-wide with electronic door locks to provide access control and enhanced safety. This project is similar to the standard established at the Science Building, with hardware synchronized to software monitored by the Saddleback College Campus Police.

Criteria Development	Apr 2018	Award D/B Contract	May 2018
Start Working Drawings	Jun 2018	Complete Construction	Jan 2020
Complete Working Drawings	Jul 2019	FF&E	N/A
DSA Final Approval	Jul 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: Phased Project: Increment 2 construction, including the BGS and SSC buildings, is underway. Increment 3 and 4 are ready to begin construction. Increment 5 and 6 are in the DSA review phase.

In Progress: Increment 2 construction is underway. Staff is reviewing Increment 5 DSA back check comments. DSA is reviewing the Increment 6 submittal.

Recently Completed: Increment 1 construction complete. Electrical rough in on all three floors of BGS. Increment 3 and 4 procurement for construction services.

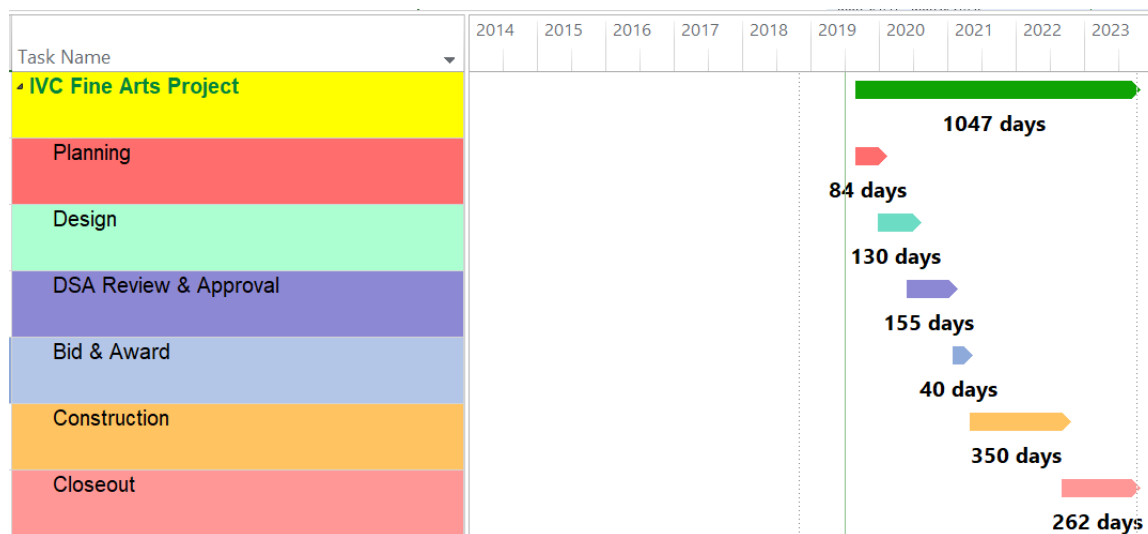
Focus: Increment 2, 3, and 4 construction.

IRVINE VALLEY COLLEGE

1. FINE ARTS PROJECT

Project Description: The proposed project will construct three buildings totaling 40,155 assignable square feet (ASF), 57,560 gross square feet (GSF) and will consolidate and expand the Fine Arts department. Art, Art History, Music and Dance instruction will relocate from laboratories currently housed across a number of different buildings on campus. The Fine Arts buildings, located southwest of the existing Performing Arts Center, will include an assembly space, labs and classrooms with some offices. Space will be vacated within the B-100, B-300 and A-300 buildings for future renovation.

Start Preliminary Plans	Sep 2019	Award Construction Contract	Apr 2021
Start Working Drawings	Dec 2019	Complete Construction	Sep 2022
Complete Working Drawings	Jun 2020	Advertise for Equipment	Jan 2022
DSA Final Approval	Jan 2021	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013, 6/23/2014, 8/22/2016, 6/26/2017, and 4/22/2019. On June 17, 2013, the Board approved \$61,278. On June 23, 2014, the Board approved \$795,000. On August 22, 2016, the Board approved \$1,659,739. On June 26, 2017, the Board approved \$12,932,581. On April 22, 2019, the Board approved the funding allocation of \$7,172,680.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$35,764,278	\$10,059,000	\$45,823,278
District Funding Commitment:	\$10,623,278	\$11,998,000	\$22,621,278
State Match:	\$25,141,000	\$(1,939,000)	\$23,202,000
Basic Aid Allocation:	\$ 61,278	\$22,560,000	\$22,621,278

Status: *Pre-Design Phase.*

In Progress: Design Services Request for Proposals is underway. *Awaiting State Chancellor's Office approval to begin project expenditures.*

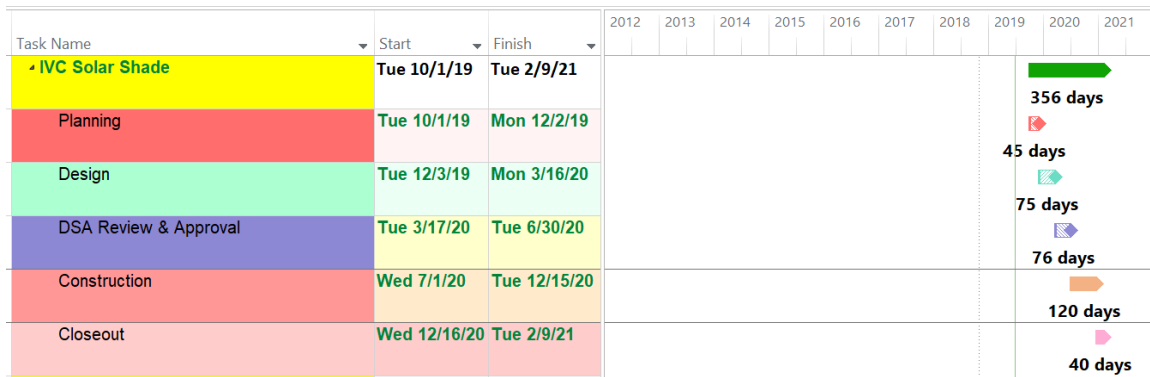
Recently Completed: The State Chancellor's office *requested* funding for both the preliminary plans and the working drawings for this project. *Legislature passed the state budget, which included all of the State Chancellor's project recommendations including the Fine Arts Building. The Governor signed the budget on June 27, 2019 allocating \$1,624,000 for preliminary plans and working drawings.*

Focus: *Evaluate Design Services Request for Proposals and select Architectural Services firm.*

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	Oct 2019	Begin construction	Jul 2020
Start Working Drawings	Dec 2019	Complete Construction	Dec 2020
Complete Working Drawings	Mar 2020	Advertise for FF&E	N/A
DSA Final Approval	Jun 2020	DSA Close Out	Feb 2021



Budget Narrative: Budget reflects Board action on 6/23/2014, 6/22/2015, 8/22/2016, 6/26/2017 and 5/21/2018. On June 23, 2014, the Board approved \$3,010,000. On June 22, 2015, the Board approved \$90,000. On August 22, 2016, the Board approved \$3,655,000 to allow inclusion of the solar shade project and add a connection to the new perimeter road. On June 26, 2017, the Board approved \$733,000. On May 21, 2018, the Board approved \$1,300,000 to include the Phase II parking scope.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$3,010,000	\$5,778,000	\$8,788,000
District Funding Commitment:	\$3,010,000	\$5,778,000	\$8,788,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$3,010,000	\$5,778,000	\$8,788,000

Status: Close Out Phase for Parking Lot project. *Staff has revised the project schedule for this report to reflect the second phase Solar Shade project.*

In Progress: *Develop Request for Proposals for the Solar Shade project. Battery system start up.*

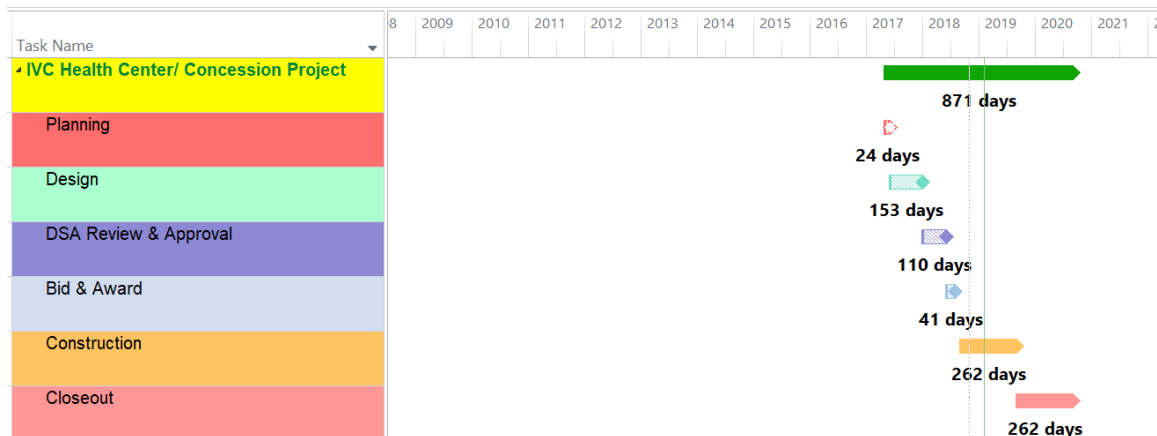
Recently Completed: *Facilities staff training on parking lot site lighting and irrigation systems completed. Commissioning of Battery Energy Storage system completed.*

Focus: *Operational start-up of Battery Energy Storage System. Issue Solar Shade RFQ&P.*

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	Oct 2019
Complete Working Drawings	Jan 2018	Advertise for Equipment	Jun 2019
DSA Final Approval	Jun 2018	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/22/2015, 8/22/2016, 6/26/2017 and 5/21/2018. On June 22, 2015, the Board approved \$400,000. On August 22, 2016, the Board approved \$5,338,000. On June 26, 2017, the Board approved \$402,000. On May 21, 2018, the Board approved \$1,360,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$5,200,000	\$2,300,000	\$7,500,000
District Funding Commitment:	\$5,200,000	\$2,300,000	\$7,500,000
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$ 400,000	\$7,100,000	\$7,500,000

Status: Construction Phase: Project is approximately 63% complete.

In Progress: Interior finishes, low voltage wiring, final grading for site concrete and bleacher fabrication is underway.

Recently Completed: HVAC equipment installation, successful building envelope water test and interior drywall is completed.

Focus: Continue building construction, final grading for site concrete, detention basin, site concrete and bleacher fabrication.

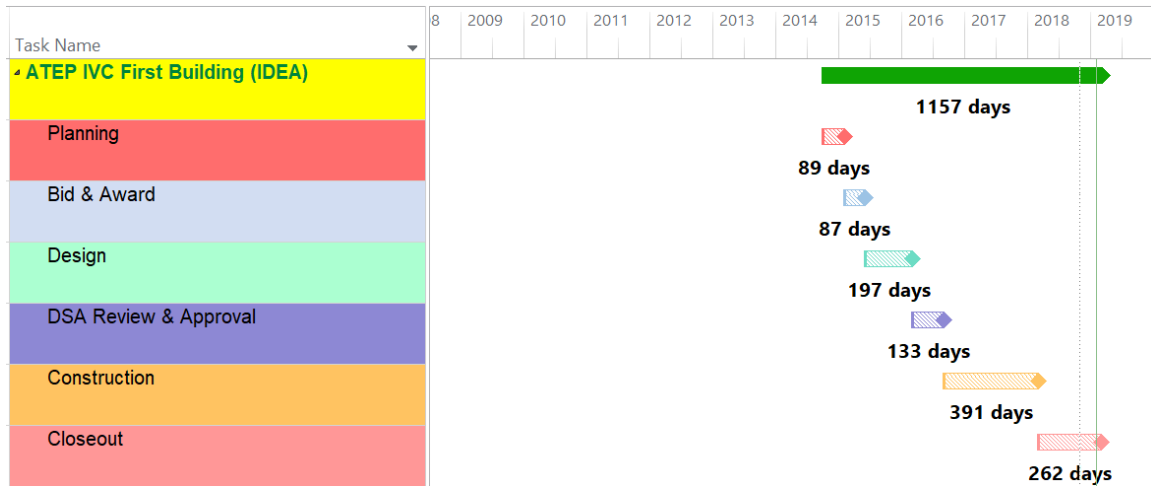
ATEP

1. ATEP - IVC FIRST BUILDING

Project Description: This project is a new two-story 20,249 assignable square feet (ASF), 32,492 gross square feet (GSF) building. The new ATEP IVC First Building consists

primarily of lab classrooms with some lecture classroom space, offices and student support services. The building was designed for automation (HAAS), subtractive and additive 3-D sculpting labs, design model prototyping, electronics, photonics, electrical, engineering computer labs, the testing center and some spaces that represent expansion. In addition to the programs identified during design, a portion of the Adult ESL (English as a second language) and the Emeritus and Community Education offices were moved to the ATEP IDEA building at its opening. The project includes 50kW of solar electric power and is a LEED Gold Equivalent building.

Start Preliminary Plans	Oct 2014	Award D-B Contract	Jun 2015
Start Working Drawings	Jul 2015	Complete Construction	Mar 2018
Complete Working Drawings	Mar 2016	Advertise for FF&E	Sep 2017
DSA Final Approval	Sep 2016	DSA Close Out	Aug 2018



Budget Narrative: Budget reflects Board action on 2/28/2011, 6/23/2014, 6/22/2015, 8/22/2016 and 6/26/2017. On February 28, 2011, the Board approved \$12,500,000, originally allocated to the Phase 3A project budget and transferred to the IVC ATEP First Building with \$8,950,000 additional funds Board approved on June 23, 2014. On June 22, 2015, the Board approved \$3,250,000 for associated parking. On August 22, 2016, the Board approved the FF&E budget of \$1,600,000. The College applied Irvine Valley College RDA funds equaling \$1,250,000 for an expanded lobby and \$700,000 for additional IT equipment. On June 26, 2017, the Board approved \$1,100,000.

	Original	Revision	Total
Project Budget:	\$23,000,000	\$ 6,350,000	\$29,350,000
District Funding Commitment:	\$23,000,000	\$ 6,350,000	\$29,350,000
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$21,450,000	\$ 5,950,000	\$27,400,000
College Contribution:	\$ 0	\$ 1,950,000	\$ 1,950,000

Status: Project Close out.

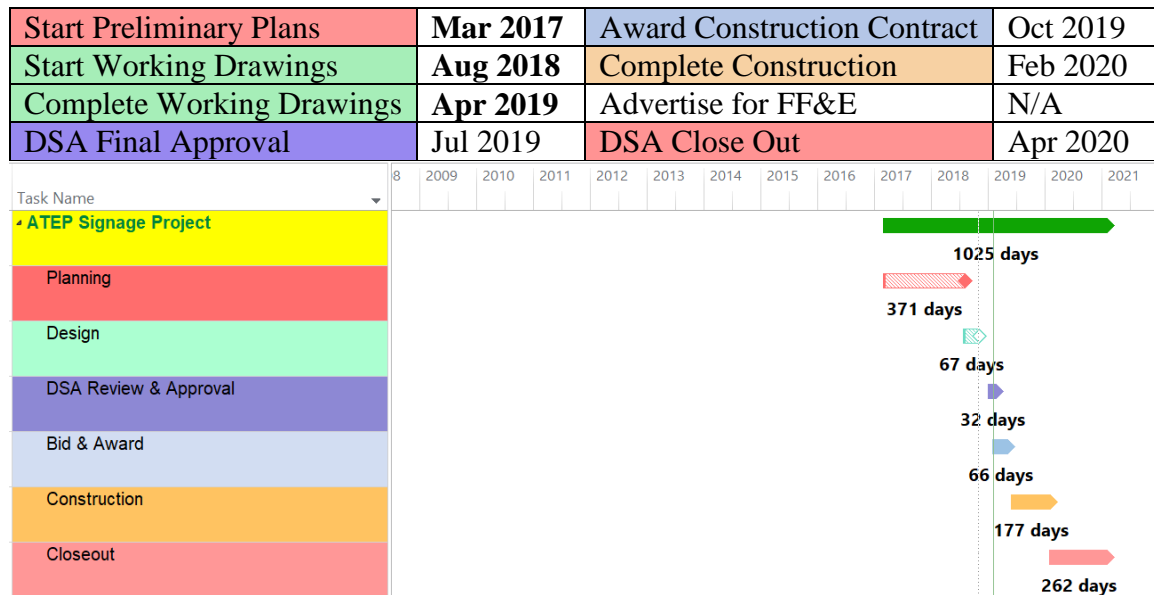
In Progress: Coordinate with contractor and SCE for battery storage Permission to Operate (PTO). Coordinate warranty related items with contractor. Working with contractor to address warranty items.

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. Continue discussions with contractor to address end users’ first year discovery warranty items.

2. ATEP – SIGNAGE PROJECT

Project Description: Wayfinding signage for ATEP consists of 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.



Budget Narrative: Budget reflects Board action on 5/21/2018 and 4/22/2019. On May 21, 2018, the Board approved \$500,000. On April 22, 2019, the Board approved the funding allocation of \$4,431,121.

	Original	Revision	Total
Project Budget:	\$3,000,000	\$1,931,121	\$4,931,121
District Funding Commitment:	\$ 500,000	\$4,431,121	\$4,931,121
Anticipated State Match:	\$ 0	\$0	
Basic Aid Allocation:	\$ 500,000	\$4,431,121	\$4,931,121

Status: Design Phase. Reviewing DSA comments.

In Progress: Awaiting DSA approval.

Recently Completed: Submitted 100% Construction Documents to DSA. City of Tustin courtesy review completed. Received DSA comments.

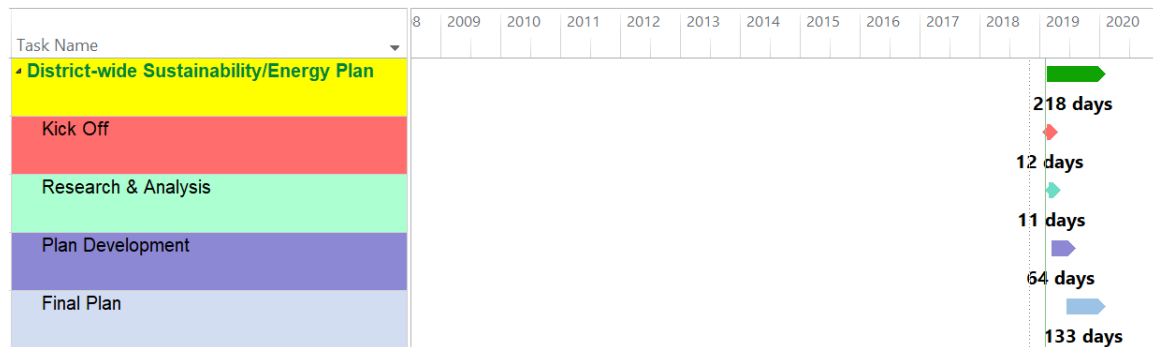
Focus: Develop bid documents. Respond to DSA comments and set-up DSA back check appointment.

DISTRICT WIDE

1. SUSTAINABILITY/ ENERGY PLAN

Project Description: The Sustainability/Energy Plan supports the colleges' plans for future sustainability/energy projects, provides best practices, aids with energy savings programs, and recommends various sustainability projects. The project has two phases, the first developed building design and construction guidelines and the second develops campus organizational policies and procedures. The Plan will inform the upcoming Facilities Master Plan process.

Kick Off, Phase II	Mar 2019	Start Plan Development	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: Research and Analysis Phase: 50% complete.

In Progress: Initial utility data is being analyzed – over 200,000 data points collected. Building energy use modeling underway using utility data and State Chancellor’s Office FUSION database.

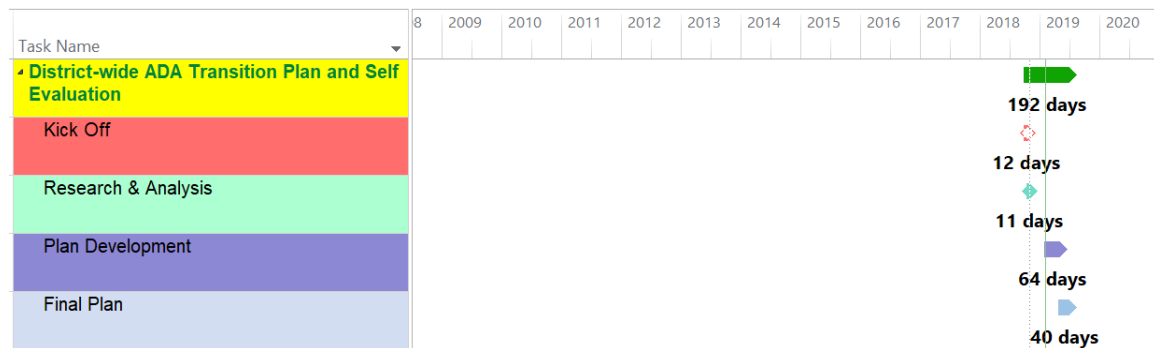
Recently Completed: Briefing and discussion on Phase II goals and objectives with each college.

Focus: Analysis of interval utility usage data. Develop energy model of each building and its consumption of electricity. Review the Board of Governor’s Resolution 2019-02 on the “Climate Change and Sustainability Policy” for inclusion in our analysis.

2. ADA TRANSITION PLAN AND SELF EVALUATION

Project Description: The ADA Transition Plan project audited District-wide access compliance and prioritized, budgeted and scheduled the District’s Americans with Disabilities Act (ADA) Transition Plans. This information will inform the upcoming Facilities Master Plan process. Phase II work includes self-evaluation of services, policies and practices.

Kick Off – Phase II	Nov 2018	Start Plan Development	Feb 2019
Start Research/Analysis	Nov 2018	Draft Plan	May 2019
Complete Research/Analysis	Jan 2019	Final Plan	Jul 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.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$400,000	\$840,000	\$1,240,000
District Funding Commitment:	\$400,000	\$840,000	\$1,240,000
Anticipated State Match:	\$N/A	\$N/A	\$N/A
Basic Aid Allocation:	\$400,000	\$840,000	\$1,240,000

Status: Phase II Plan Development underway.

In Progress: Draft report and recommendations are under review.

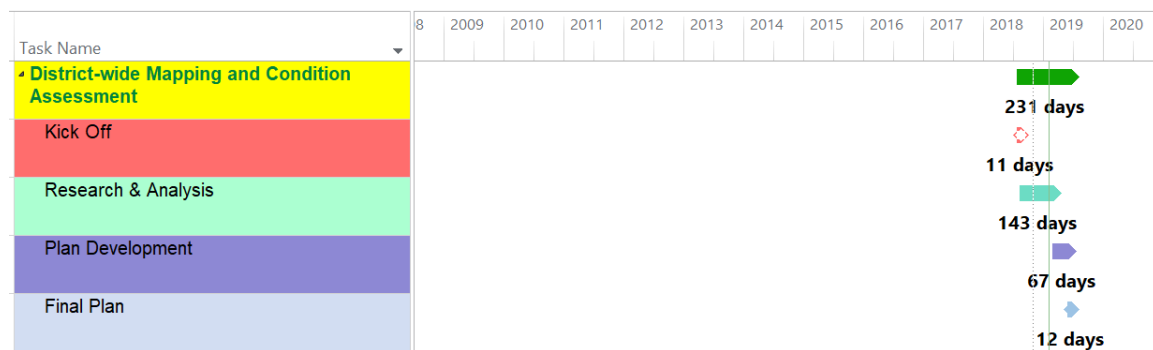
Recently Completed: Draft plan has been reviewed and returned to consultant.

Focus: Complete final plan for district-wide review.

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	Aug 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 Four (Draft Deliverables Review) at Irvine Valley College. Phase Four (Final Deliverables) at Saddleback College.

In Progress: Finalize deliverables for IVC and schedule draft condition assessment report page-turn review sessions with IVC's Facilities Maintenance & Operations (FMO), Information Technology (IT) and Campus Police.

Recently Completed: *Received Saddleback College final project deliverables and distributed to project's stakeholders.*

Focus: Continue review of draft deliverables with IVC's FMO, IT and Campus Police. Present final project deliverables to IVC's Executive Cabinet. *Finalize Saddleback College condition assessment report and closeout construction management services agreement.*

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: Retiree (OPEB) Trust Fund
ACTION: Information

BACKGROUND

In April 2008, the Board of Trustees authorized the establishment of an irrevocable trust to comply with GASB No. 43 (Financial Reporting for Postemployment Benefit Plans Other Than Pensions) and GASB No. 45 (Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions). The trust was established with the Benefit Trust Company and is administered through the Futuris Public Entity Trust Program.

STATUS

This report is for the period ending May 31, 2019 (EXHIBIT A).

For May, the portfolio was composed of 43.9% common stocks (domestic and international) and 56.1% fixed funds (bonds). The portfolio's performance decreased 2.36%, ending with a fair market value of \$118,767,014 and an annualized return of 5.33% since inception.

June 14, 2019

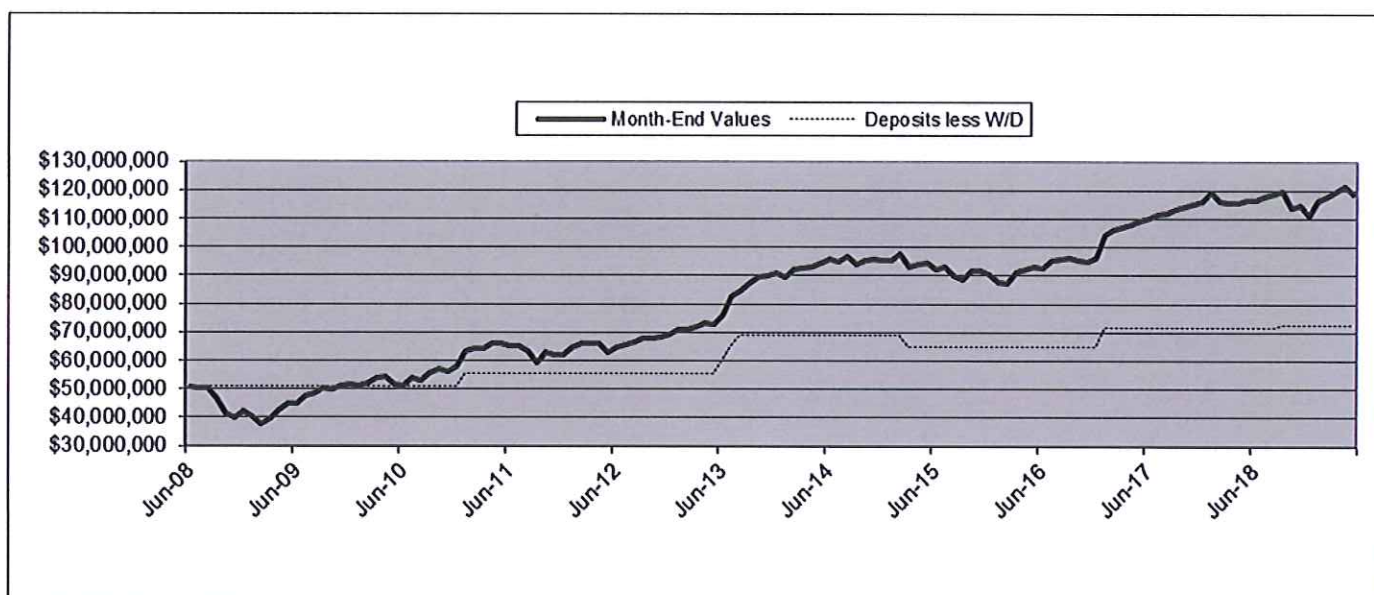
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

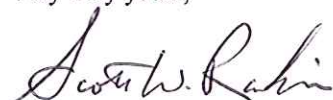
With a fair market value on May 31st of \$118,767,013.79 your portfolio's performance was down -2.36% for the month and up 5.33% on an annualized basis since the June 24th, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of equity funds (43.9%) and fixed income funds (56.1%). 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>May 2019</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	-2.36%	6.82%	5.33% annualized return
S&P 500	-6.35%	10.73%	9.59% (Domestic Stocks)
MSCI EAFE	-4.80%	7.64%	2.16% (International stocks)
Barclays Aggregate	1.78%	4.80%	4.01% (Domestic Bonds)
Barclays Global	1.35%	3.26%	2.68% (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
February-19	\$ -	\$ 72,729,695	\$ 118,015,218
March-19	\$ -	\$ 72,729,695	\$ 119,209,320
April-19	\$ -	\$ 72,729,695	\$ 121,481,300
May-19	\$ -	\$ 72,729,695	\$ 118,767,014
	\$ 72,729,695		

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: District Initial Proposal to Faculty Association (FA)

ACTION: Information

BACKGROUND

Presentation of the District's initial proposal on a mutually agreed reopener pursuant to Article 30.8 of the South Orange County Community College District Faculty Association 2018 - 2021 bargaining agreement.

STATUS

The Board of Trustees will review the SOCCCD District's opening proposal to the Faculty Association, shown in Exhibit A.

**INITIAL PROPOSAL FROM THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
TO THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE FACULTY ASSOCIATION**

JULY 15, 2019

The collective bargaining proposal submitted by the South Orange County Community College District are expressly pursuant to the Educational Employment Relations Act, and in particular Government Code Section 3547, and the parties' collective bargaining agreement. It is the intention of the South Orange County Community College District to bargain in good faith over the proposals submitted by the respective parties. All articles in the Collective Bargaining Agreement shall be deemed to remain unchanged unless otherwise expressly stated.

**ARTICLE 30
WAGES**

Pursuant to the automatic reopener in Article 30.8(b) of the South Orange County Community College District Faculty Association Collective Bargaining Agreement, the Parties mutually agreed to open Article XXX ("Wages") if the actual COLA under the 2019-2020 adopted budget exceeded 2.57%, a condition that has been met. The District expects to negotiate terms related to Wages in a manner that allows the District to adopt a prudent, conservative fiscal approach while attracting and retaining qualified personnel.

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 with this item 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: July 15, 2019
TO: Members of the Board of Trustees
FROM: Chancellor Kathleen F. Burke, Ed.D.
SUBJECT: District Services Report for July 15, 2019 Meeting

Census Community Roundtable



On June 19, the District was represented at the Orange County Census Expo, hosted by Charitable Ventures and the Orange County Census Community Table at the Delhi Center in Santa Ana. The event entailed detailed presentations about the county-wide census efforts including outreach and marketing, particularly to underserved and minority communities. With over 175 attendees from public agencies across the county, concerns were addressed about everything from job opportunities to the SCOTUS decision about the citizenship

question. The County of Orange 2020 Census Complete County Committee goals were also shared. There goals include the following:

- Educate County residents on the Census timeline and purpose with a particular emphasis on the Hard-to-Count (HTC) populations
- Identify HTC populations and best strategies to educate them on the Census
- Reduce the HTC populations' fear and distrust of government
- Build trust around the Census
- Motivate HTC populations to participate in the Census
- Reduce barriers for HTC populations to participate in the Census

For more information about the CA Census 2020, anyone can visit <https://census.ca.gov/>.

Next Issue of HORIZON Released

On June 27, we released the third edition of HORIZON, a newsletter from my office featuring initiatives, activities, and staff throughout the District. Feature articles were written about several areas of interest, including our success during Community College Awareness month, the District IT Student Design Team, and IVC's literary publication "The Ear". To access the newsletter, please click on the link:

<http://www.socccd.edu/about/documents/HorizonNo3Summer2019final.pdf>.

Wounded Warrior Fellowship Opportunity

We were notified by Congresswoman Katie Porter's Office, that her District was selected to hire a Wounded Warrior Fellow for the office in Irvine. The fellow will work with military and veteran constituents to handle veteran-related casework and serve as a liaison between veterans in the 45th District and federal, state, and local agencies. The program is limited to veterans who meet the following requirements:

- Honorably discharged
- Released from active duty within the last five years
- Terminal pay grades at or below E-5 or O-3
- 20% or greater service connected disabilities (waived if you have a Purple Heart)

We were encouraged by the Congresswoman's staff to promote the opportunity to student veterans throughout the District. Both directors of the VRCs at Irvine Valley College and Saddleback College were informed of this unique opportunity.



State Legislative Update

Legislative reports from our state and federal lobbyists were sent to the Board of Trustees in the beginning of July. Aside from the Governor's signing of the 2019-2020 budget, which secures the facilities funding for both the IVC Fine Arts Building and the Saddleback College Gateway project, some key points to take note of are outlined below:

ASSEMBLY BILL 302 MAKES IT THROUGH SENATE EDUCATION COMMITTEE

Assembly Bill 302 (Berman) made it through the Senate Education Committee by a unanimous vote. The bill requires all community college districts to designate a specific parking lot or structure for use by homeless students to park their vehicles overnight. The bill was amended in the committee hearing to include a two-year sunset on the provisions. While the bill received a unanimous vote from the committee, several Senators voiced their concern that the larger picture of student homelessness and housing insecurity needs to be addressed with better solutions going forward. Several campuses and community college districts are requesting the bill be amended so that the provisions are permissive, rather than creating an unfunded mandate. The bill now heads to the Senate Judiciary Committee. The text of the bill can be found [here](#).

CALIFORNIA ONLINE COMMUNITY COLLEGE RENAMED "CALBRIGHT COLLEGE"

The Board of Trustees of the fully Online College has chosen the name "Calbright College" as the moniker for the newly formed institution. The name is intended to invoke a sense of hope for Californians enrolled in the college, and it echoes the phonetics of the prestigious Fulbright Program, which sends American scholars abroad and brings foreign scholars to study domestically. The new moniker will be publicly announced in the coming weeks as the college gears up for the first cohort to enroll in classes in Fall 2019. More information can be found [here](#).

CCC CHANCELLOR'S OFFICE ISSUES ONLINE CAREER EDUCATION GRANTS

The California Community College Chancellor's Office has announced that \$27.5 million in grants are being awarded to community colleges and college districts to improve the development and availability of online career education programs. Grants will be awarded in amounts up to \$500,000 and are made through the Improving Online CTE Pathways grant program, which was established in the 2018-19 budget and is part of the California Virtual Campus – Online Education Initiative (OEI). Saddleback College has been identified as one of the recipients; an item requesting acceptance of the grant funds is on the July 15 agenda for the Board's consideration. The full list of grant awardees can be found [here](#).

Federal Legislative Update

- **Supreme Court - DACA:** On Friday, 6/28, the Supreme Court said it will decide whether President Donald Trump can terminate the DACA program in its next session. The justices' order sets up legal arguments for late fall or early winter, with a decision likely by June 2020 as Trump campaigns for re-election. The president ordered an end to the program in 2017, sparking protests and a congressional effort to salvage it ([LA Times](#)). That Congressional effort to revive the program failed, but federal courts in California, New York, Virginia and Washington, D.C., have blocked him from ending it immediately. A federal judge in Texas has declared the program is illegal, but refused to order it halted.



- **Census 2020:** On Thursday, 6/27, the Supreme Court found that the Trump administration did not give an adequate reason for adding a citizenship question to the 2020 census, blocking the question for at least the time being. The move is a surprise win for advocates who opposed the question's addition, arguing it will lead to an inaccurate population count. The administration had argued the question was needed to enforce the Voting Rights Act (VRA) ([The Hill](#)).
 - The justices sent the issue back to the Commerce Department to provide another explanation.
 - Chief Justice [John Roberts](#) joined with the court's liberal wing in delivering the court's opinion. Roberts pointed to evidence showing that Ross, whose department oversees the census, intended to include a citizenship question on the census "about a week into his tenure, but it contains no hint that he was considering VRA enforcement in connection with that project."
 - He noted that the Justice Department didn't indicate any interest in the citizenship data until contacted by Commerce officials, and that the evidence "suggests that DOJ's interest was directed more to helping the Commerce Department than to securing the data."
 - Additionally, on Sunday, 6/30, Facebook announced it is developing a plan to stop misinformation aimed at keeping people from participating in the 2020 census. The company said it will release a policy this fall that prohibits users from misrepresenting "census requirements, methods or logistics," and will deploy algorithms to detect and delete census-related misinformation. It will also appoint a manager to oversee its "census interference policy" and train staff to specifically handle census-related ads and content. Facebook detailed its plans in a 26-page update to an ongoing civil rights audit published Sunday, part of a broader effort to tackle civil rights concerns that advocates have raised about the social network (Politico).
- On July 2, the Trump Administration ordered the printing of the decennial census documents and confirmed that the census will begin in April 2020 as constitutionally required.
- **Apprenticeships:** On Thursday, 6/27, the Labor Department released its [long-awaited proposed](#) rule on industry-led apprenticeships and announced that it will [give](#) \$284 million to companies to jump start its new industry-recognized apprenticeship program. The proposal sets forth requirements for private business groups to create training opportunities separate from DOL's existing registered apprenticeship program. **Industry groups, educational institutions, state and local governments, nonprofits and unions may become certified as "standards recognition entities" — groups that certify and monitor the quality of new apprenticeship programs run by businesses.**
 - Comments must be submitted, in writing, on or before August 26, 2019.
 - The full text of the proposed rules is available here:
https://www.regulations.gov/document?D=DOL_FRDOC_0001-1330

Congress

- **Expanding Pell Grant:** On Wednesday, 6/27, a bipartisan group of House lawmakers introduced the JOBS Act, legislation that would expand Pell Grant eligibility to higher education programs in as short as eight weeks. Qualifying students can currently use Pell Grants to attend certificate programs that are at least 15 weeks long. Supporters of the bill argue the change would allow more workers to get training that leads to



employment ([Inside Higher Ed](#)).

The bill's House co-sponsors include Steven Horsford, a Nevada Democrat; Rep. Cedric Richmond, a Louisiana Democrat; Andy Levin, a Michigan Democrat; Anthony Gonzalez, an Ohio Republican; Jaime Herrera Beutler, a Washington Republican; and John Katko, a New York Republican.

- Virginia Democrat Tim Kaine and Ohio Republican Rob Portman introduced a Senate version of the legislation in March.

Funding/Support Opportunities

- **Department of Education, Mental Health Service Professional Demonstration Grant Program**
 - Deadline to apply is Aug. 5, 2019
 - Average size of award estimated at \$300,000
 - <https://www.grants.gov/web/grants/view-opportunity.html?oppld=317171>
 - Summary: The Mental Health Service Professional Demonstration Grant Program provides competitive grants to support and demonstrate innovative partnerships to train school-based mental health services providers for employment in schools and local educational agencies (LEAs). The goal of this program is to expand the pipeline of high-quality, trained providers to address the shortages of mental health service professionals in schools served by high-need LEAs. The partnerships must include (1) one or more high-need LEAs or a State educational agency (SEA) on behalf of one or more high-need LEAs; and (2) one or more eligible institutions of higher education (IHE). Partnerships must provide opportunities to place graduate students of IHEs in school-based mental health fields into schools served by the participating high-need LEAs to complete required field work, credit hours, internships, or related training as applicable for the degree, license, or credential program of each student.
 - More Information: <https://www.grants.gov/web/grants/view-opportunity.html?oppld=317171>



SADDLEBACK COLLEGE

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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 July 15, 2019 Board of Trustees Meeting

Student Academic Outcomes Greatly Improved with Scholarships

Scholarships matter! A recent review of academic outcomes conducted by the Saddleback College Office of Planning, Research, and Accreditation demonstrates the impact scholarships have on degree and certificate completion. While 28 percent of students without a scholarship earned a degree or certificate, 58 percent of students with a partial scholarship attained an award, and 75 percent of students with a full scholarship completed their degree or certificate.

This is strong evidence of the impact have on student achievement, and shows that the more support a student receives, the greater the impact.

Saddleback Student Demographics and Outcomes by Scholarship Status

Characteristics	Full Scholarship	Partial Scholarship	Other Credit Students
Scholarship Amount	\$1841	\$561	\$0
Award Attainment	75.2%	58.1%	28.0%

Summer Enrollment Growth

Saddleback achieved a three percent gain in summer enrollment over summer 2018, all while offering fewer class sections. The college strategically curated offerings based on historic demand, targeting high school students and university students home for summer with transferable courses. Focusing on transfer and offering very little in the way of CTE programming allowed the college to achieve a "WSCH" ratio – a measure of productivity – of nearly 500, an indicator of high efficiency in filling classes to capacity.

This summer enrollment gain bodes well for the 2019-2020 year as a whole, for which Saddleback is targeting a year-over-year gain in enrollment of one percent, reversing years of slow, insidious decline in for-credit enrollment. Saddleback is targeting two percent enrollment growth in 2020-'21 and three percent growth in 2021-2022.

Saddleback Now Offering 43 Fully Online Degrees and Certificates

Saddleback College now offers 43 fully online degrees and certificates, after a recent addition of seven new online awards: three new Associate in Arts-Transfer degrees (English, political science, and sociology); two new Associate in Science degrees (computerized accounting specialist and tax preparation); one new Associate in Science-Transfer degree (business administration), and one new Certificate of Achievement (tax preparation). Over the next year, the Division of Online Education and Learning Resources will work with CTE faculty on the Improving CTE Online Pathways grant, and a team of peer reviewers has been assembled to launch the Peer Online Course Review program.

Increase in Zero Textbook Cost Courses

Saddleback has increased its Zero Textbook Cost (ZTC) courses over the last year by 57 percent, with 14.5 percent of fall 2019 sections being ZTC. These classes offer a huge savings to students. Recently, one of our students offered the following testimony on ZTC courses: "The biggest benefits of the ZTC courses were the cost savings and the accessibility. When you're enrolling for classes you're a little hesitant because the textbook costs serve as a hurdle. The ZTC materials are definitely more accessible than textbooks. You can access them on your phone wherever you are. I don't need to bring a book with me. You can get to topics you want quickly because it's all organized for you. The information in my economics materials were up to date and included charts and graphics to help you understand the concepts."

Saddleback Robotics Team Competes with Ivy League Students in Rover Challenge

A team of Saddleback physics students competed at the University Rover Challenge in Utah and was the only community college to compete, out of more than 84 teams from 13 countries. The goal was to build a Mars rover, and Saddleback competed against many highly experienced teams from engineering and tech universities.

To read more about the Saddleback Robotics team and its experience at the University Rover Challenge, visit the Future Built website at news.futurebuilt.org.

Foundation Receives Generous Grants to Support Veteran and Nursing Programs

The Saddleback College Foundation received two significant grants in the last month: a \$10,000 award from the Bank of America, and a \$25,000 grant from the California Community Foundation.

The Bank of America award will support the college's veterans program, and the award from the California Community Foundation will support the nursing department with general assistance, emergency support for students, uniforms, and textbooks.

President, Foundation Leaders Attend Development Workshop

Foundation Executive Director Liz McCann, Director of Annual Giving Erin McHenry, and President Stern attended the Jack Scott Fundraising Institute at Claremont Graduate University June 26-28. The workshop featured statewide and national leaders in Development for Community College Foundations. It will help Saddleback College's Foundation become a statewide leader in fundraising in its own right.

Save the Date: Foundation Gala

Mark your calendars! The 19th Annual Saddleback College Foundation Gala will be held on Saturday,

September 14 at the Ritz-Carlton Hotel in Laguna Niguel. Sponsorships and tickets are available at the foundation website: www.saddleback.edu/foundation/gala.

Respectfully Submitted,

A handwritten signature in black ink, appearing to be 'ES' followed by a stylized flourish.

Elliot Stern
President



IRVINE VALLEY COLLEGE

5500 Irvine Center Drive, Irvine, CA 92618 | T: 949-451-5100 | www.ivc.edu

TO: Kathleen F. Burke, Chancellor, and Members of the Board of Trustees

FROM: Glenn R. Roquemore, PhD, President *GR*

DATE: July 3, 2019

SUBJECT: President's Report for the July 15, 2019 Board of Trustees Meeting

IVC Celebrates Eid al-Fitr

On June 12, the Offices of Student Life and Student Equity celebrated Eid al-Fitr in the quad of the Student Services Center. The event, which marked the end of the Muslim holiday, Ramadan, featured a coloring and lantern-making station, a henna artist, and a performance by traditional Debke dancers. Booths were set up by the Muslim Student Association who provided students with information on how to participate in student clubs and how to get involved on campus. The IVC Library set up a booth where students were able to view and check out books about Islam. An additional booth was set up where attendees could learn how to make donations to Sudan, in light of their recent attacks, and gain more information about on-campus and community resources for IVC's Muslim student population. In total, over 80 students, 60 staff and faculty, and 30 community members attended this event.

IVC Pride Celebration

On June 26, the Offices of Student Life and Student Equity held their annual Pride Celebration in the quad of the Student Services Center. Students were invited to come out and enjoy food, games, and activities as well as learn about campus and community resources available to IVC's LGBTQ students.

Former IVC Volleyball Standout signs with Pro Team

Matt August, former IVC volleyball standout, has signed to play professional volleyball for the Brno Wildcats, a top Czech Republic League. The six foot nine inches middle blocker ended the 2018 season as one of the top players in the state. At IVC, he was named male athlete of the year at the end of the 2017-2018 school year. August finished his IVC career with 395 kills, 211 blocks and a .434 hitting percentage.



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES:
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Kathleen F. Burke, Ed.D., Chancellor • Glenn R. Roquemore, Ph.D., President, Irvine Valley College

An Equal Opportunity Institution

IVC's Scholar Athletes Honored

Last month, IVC's athletics department handed out awards to the college's top athletes and students. This past school year, IVC boasted an impressive 103 scholar athletes, which is an athletics program record. The awards included the Orange Empire Conference (OEC) Veteran of the Year, OEC Character Champions, Coaches of the Year, Alumnus of the Year, Athletes of the Year, and Scholar Team Award.

Health and Kinesiology Instructor Ted Weatherford was named the athletic department's Veteran of the Year, and women's basketball player Natasha Dillon and men's volleyball player Grant Marocchi were the school's OEC Character Champions honorees. Women's volleyball player Renata Bath and men's soccer player Grant Joyce were selected as the Scholar Athletes of the Year.

The Irvine Valley Scholar Team Award for 2017-18 went to the Laser women's tennis team. IVC's women's tennis team had a 3.55 grade point average. Other sports teams with GPA's over 3.00 included women's beach volleyball at 3.28, baseball at 3.22, women's badminton at 3.21, women's basketball at 3.16 and women's volleyball at 3.08. The program-wide grade point average for Irvine Valley teams was 3.01.

IVC Scholar-Athlete awards are given to all student-athletes who use a season of eligibility and achieve a 3.0 or better GPA in at least 12 units. The baseball team led the way with 24 total players, including six players that had a 3.75 grade point average or higher. The women's soccer team and women's beach/indoor volleyball teams each had 11 students honored.



IVC Foundation Surpasses \$1 million Mark for Third Year in a Row

For the third year in a row, the IVC Foundation has raised over \$1 million. A large number of people worked together to achieve this goal including the IVC Foundation board, faculty, classified staff, managers, students and a number of other volunteers. Ultimately, it was thanks to the incredible generosity of contributors that allowed the Foundation to secure these funds to support the students and programs of IVC.

President Glenn Roquemore re-elected to the Board of the Association of California Community College Administrators

President Roquemore has been elected to serve a 3-year term on the Association of California Community College Administrators (ACCCA) Board representing CEO's. At ACCCA's Board Planning Meeting last month, board members updated the ACCCA strategic plan, developed initiatives for the coming year and reviewed financial planning documents. President Roquemore will be serving on the Commission for Finance and Legislative Advocacy (CFLA).

IVC Gears up for Fall 2019 Professional Development Week

From August 12 through August 16, IVC will host its Fall 2019 Professional Development Week. This week-long event will begin at Saddleback College on Monday morning with the Chancellor's opening session followed by the Faculty Association luncheon. From there, participants will travel back to IVC where the remaining workshops will take place for the rest of the week.

President Roquemore has invited two guest speakers to speak on Tuesday, August 13. Guest speakers Shaun R. Harper, PhD, Executive Director of the Race and Equity Center & Chair in Urban Leadership at the University of Southern California and Audrey Dow, MA, Senior Vice President for The Campaign for College Opportunity will be featured during the President's Opening Session entitled: Building Bridges for Our Students. This session has been coordinated in an effort to fulfill the goals of the IEPI Grant, and will support campus-wide communication on campus safety and equity.

Other activities during the week will include workshops on student success, an opportunity to meet students during Laser Day on August 14, sessions hosted by the Faculty Association, Instructional Council and the Academic Senate, Canvas training, and a faculty dinner on campus.

Laser Day set for August 14

On August 14, new students will have the opportunity to participate in IVC's Laser Day. This day is designed to help new students learn about campus resources, connect with other incoming students, and meet the faculty and staff members before the start of the school year. Keynote speaker Sumun L. Pendakur, EdD, Chief Learning Officer of the Race and Equity Center at the University of Southern California will give a presentation to the students on Cultural Competence and Social Justice for IVC students. The day will also feature workshops, activities, and a campus tour.