



Meeting of the Board of Trustees

November 16, 2020

CALL TO ORDER: 5:00 P.M.

In an effort to control the spread of COVID-19, this meeting will not be physically open to the public. All members of the public may participate in the meeting via Zoom Videoconference. Upon entry into the meeting; all computers and telephones except for the Board of Trustees shall be muted. The November 16, 2020 Board Meeting will be conducted telephonically.

The closed session and regular session meeting will consist of two locations. The South Orange County Community College District Board of Trustees will participate via teleconference pursuant to Executive Order N-29-20 and N-35-20 issued by Governor Newsom on March 12 and March 21, 2020 respectively.

In compliance with the Executive Order, Board Members, interested parties, and members of the public will be able to call or sign-in to the meeting at 5 p.m. on Monday, November 16, 2020.

Primary Location: Saddleback College, Health Sciences/District Offices Building, Chancellor's Conference Room, HS 324, 28000 Marguerite Parkway, Mission Viejo, CA 92692.

Teleconferencing Location: via Zoom Videoconferencing at
<https://soccdd.zoom.us/j/94214417457?pwd=UTRaSzduS0RoVTJubDRJK0toVS9Mdz09>

Meeting ID: 942 1441 7457

Meeting Passcode: 742233

This agenda is available on the SOCCCD website at www.soccdd.edu

Consistent with the provisions of the Executive Order N-29-20 and N-35-20, the above-noticed meeting of the Board of Trustees shall take place as follows:

1. Members of the Board of Trustees may participate remotely via Zoom Videoconferencing. If members choose to participate remotely, their locations will not be noticed nor will public access be available at their locations.
2. Members of the public may participate via Zoom Videoconferencing using the link above or by **calling in to the meeting at (888) 788-0099 (Toll Free) or (877) 853-5247 (Toll Free) Meeting ID: 942 1441 7457, Passcode: 742233**

3. Members of the public wishing to comment on an agenda item or another topic within the jurisdiction of the Board of Trustees will be given the opportunity to ask questions by submitting public comments via email to the Board of Trustees Liaison, Grace Garcia, at: ggarcia@socccd.edu. All public comments will be accepted via email. Submissions must be received prior to the posted start time of the meeting. Please include in the subject line of the email: **COMMENTS FOR THE MEETING OF NOVEMBER 16, 2020**. Please indicate if you are addressing a specific agenda item, or are making "Public Comment." Submissions will be read aloud at the meeting and must comply with the 2 minute time limit.

American with Disabilities Act (ADA)

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

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Roll Call – Establishment of Quorum

Trustee T.J. Prendergast, Board President
Trustee Tim Jemal, Vice President
Trustee James Wright, Clerk of the Board
Trustee Barbara Jay, Member
Trustee David Lang, Member
Trustee Marcia Milchiker, Member
Trustee Terri Whitt Rydell, Member
Student Trustee Ethan Manafi

1.3 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 submit your request via email prior to the start of closed session. Speakers are limited to two minutes each.

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- 1.4 Public Employee Employment, Evaluation of Performance, Discipline, Dismissal, Release (Government Code Section 54957 and 594954.5)
 - A. Public Employee Discipline, Dismissal, Release (Government Code Section 54957(b)(1))
- 1.5 Conference with Labor Negotiators (Government Code Section 54957.6)
 - A. Faculty Association (FA)
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor - HR
 - B. Classified School Employees Association (CSEA)
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor - HR
 - C. Police Officers Association (POA)
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor – HR
- 1.6 Conference with Real Property Negotiators (Government Code Section 54956.8)
 - A. Exchange of Property
Agency Designated Negotiators: South Orange County Community College District – Ann-Marie Gabel, CPA, Vice Chancellor, Business Services (Seller), Andrew Bernstein, Jackson Tidus (District Real Estate Legal Counsel), and Gregory G. Gotthardt, FTI Consulting, LLC (District Real Estate Consultant)

Lease of Property by District: Approximately 30.97 acres of real property located at 1610 Valencia Ave., 1693 Victory Road, and 1602 Victory Road Tustin, CA

92782 (Property) also known as the Advanced Technology & Education Park (ATEP site)

Negotiating Parties: The Goddard School, Advantech Corporation, City of Tustin, and 7Diamonds Clothing Co. Inc.

Under Negotiation: Instructions to designated negotiators will concern price and terms of payment for the ground lease of the identified Property.
- 1.7 Conference with Legal Counsel (Government Code Section 54956.9)
 - A. Anticipated Litigation (Government Code Section 54956.9(d)(3))
Significant exposure to litigation: 1 potential case
 - B. Existing Litigation (Government Code Section 54956.9(d)(2))
1 case

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

2.2 Invocation

Led by Trustee 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 submit your request via email prior to the beginning of open session. Speakers are limited to two minutes each.

3.0 REPORTS

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

- A. Board Reports
- B. Student Trustee
- C. Associated Student Government Reports
- D. Saddleback College Academic Senate
- E. Irvine Valley College Academic Senate
- F. Faculty Association
- G. Irvine Valley College Classified Senate
- H. Saddleback College Classified Senate
- I. California School Employees Association
- J. Police Officers Association
- K. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 None

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 October 19, 2020 and a Special Board Meeting held on October 20, 2020.

5.2 SOCCCD: Resolution

A resolution recognizing and honoring Trustee David Lang's service to the District since 1996.

- 5.3 **Saddleback College: New and Revised Curriculum for the 2021-22 Academic Years**
Approve the proposed curriculum changes for the 2021-22 academic year at Saddleback College.
- 5.4 **SOCCCD: (Saddleback College) Approval of Capistrano Unified School District (CUSD), College and Career Access Pathway (CCAP), Spring 2021 Addendum**
Approve the Appendix to the Dual Enrollment, SOCCCD (Saddleback College) and CUSD College & Career Access Pathways Partnership to include Spring 2021 courses and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.
- 5.5 **SOCCCD (Saddleback College) Approval of Saddleback Valley Unified School District (SVUSD), College and Career Access Pathway (CCAP), Spring 2021 Addendum**
Approve the Appendix to the Dual Enrollment, SOCCCD (Saddleback College) and SVUSD College & Career Access Pathways Partnership to include Spring 2021 courses and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.
- 5.6 **Irvine Valley College: Curriculum Revisions for the 2021-2022 Academic Year**
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2020-2021 academic year, pursuant to Title 5, Section 53200 et seq.
- 5.7 **SOCCCD, Saddleback College, and Irvine Valley College: Vision and Mission Statements**
Approve District and College Vision and Mission Statements.
- 5.8 **Saddleback College and Irvine Valley College: Spring 2021 Community Education Programs**
Approve Community Education courses, presenters, and compensation for Spring 2021. Note: IVC does not have any Community Education offerings for Spring 2021.
- 5.9 **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.
- 5.10 **SOCCCD: Irvine Valley College, Notice of Completion, Thomco Construction, Inc.**
Authorize filing the Notice of Completion for the B100 Exterior Improvements project at Irvine Valley College to Thomco Construction, Inc., for a contract

total of \$749,058.79. It is also recommended that the Board of Trustees authorize the release of retention 35 days after filing.

- 5.11 **SOCCCD: Trustees' Requests for Attending Conferences**
Approve trustees' requests for attending conference(s).
- 5.12 **SOCCCD: Adopt Resolution No. 20-26, Conflict of Interest – Updated Biennial Code Review and Amendment**
Adopt Resolution No. 20-26 and approve the revised Conflict of Interest Code, subject to the review and approval by the Orange County Board of Supervisors.
- 5.13 **SOCCCD: District Warehouse Canopy Project, Award of Bid No. 393D, Asia General Contractors, Inc.**
Approve awarding of Bid No. 393D, District Warehouse Canopy project, and approve the agreement with Asia General Contractors, Inc. in the amount of \$261,200 and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.
- 5.14 **SOCCCD: Amendment No. 1 to Agreement for District Hazardous Waste Removal Services for Saddleback College, Irvine Valley College and Advanced Technology & Education Park (ATEP), North State Environmental, Inc.**
Approve Amendment No. 1 to the North State Environmental, Inc. agreement for District-wide Hazardous Waste Removal Services in the amount of \$300,000 and authorize the Vice Chancellor of Business Services, or designee, to execute the Amendment.
- 5.15 **SOCCCD: Declare Miscellaneous Furniture and Equipment as Surplus**
Approve the sale, donation and/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 for sale of surplus property and/or recycle, or dispose of items.
- 5.16 **SOCCCD: Transfer of Budget Appropriations: Adopt Resolution No. 20-27 to Approve FY 2020-21 Budget Transfers**
Adopt Resolution No. 20-27 to approve the transfer of budget appropriations as listed.
- 5.17 **SOCCCD: Budget Amendment: Adopt Resolution No. 20-28 to Amend FY 2020-21 Adopted Budget**
Adopt Resolution No. 20-28 to amend the FY 2020-21 Adopted Budget as listed.
- 5.18 **SOCCCD: September – October 2020 Change Orders/Amendments**
Ratify the change order and amendments as listed.
- 5.19 **SOCCCD: Purchase Orders and Checks**

Ratify the purchase orders and checks as listed.

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

6.0 GENERAL ACTION ITEMS

- 6.1 **SOCCCD: Saddleback College Parking Lots Resurfacing Project, Award of Bid No. 2101, J B Bostick Company, Inc.**
Approve awarding Bid No. 2101, Saddleback College Parking Lots Resurfacing project and approve the agreement with J B Bostick Company, Inc., in the amount of \$974,860 and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.
- 6.2 **SOCCCD: Approval of Master Agreements between South Orange County Community College District and the Saddleback College Foundation and the Foundation for South Orange County Community College District**
Approve the master agreements between the South Orange County Community College District and the Saddleback College Foundation and the Foundation for South Orange County Community College District for a term of five years, with automatic renewals for subsequent annual periods.
- 6.3 **SOCCCD: BP-4101.1 Faculty Salary Classification Changes and Initial Classification Placement; BP-5030 Student Fees; BP-5608 Student Fee Refunds; BP-5613 Transcripts; BP-7140 Collective Bargaining; and BP-7165 Enrollment Fee Reimbursement for Eligible Employees**
Accept for review and study the board policies as listed.
- 6.4 **Board Policy Revision: BP-2350 Public Speakers at Board Meetings; BP-3200 Accreditation; BP-3250 Institutional Planning; BP-4235 Credit for Prior Learning; BP-5210 Communicable Diseases–Students; BP-5618 Credit by Examination–Specific Course Credit; BP-5619 Advanced Placement Examination Program; BP-5620 College Level Examination Program (CLEP); BP-7110 Authorization for Employment; and BP-7160 Professional Development and Growth**
Approve board policies as listed.
- 6.5 **SOCCCD: Academic Employee and Classified Administrator Personnel Actions – Regular Items**
Ratify New Personnel Appointments, Authorization to Establish and Announce Positions, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Additional Compensation: Restricted Funds, Administrator Contract Extensions, Resignation/Retirement/Conclusion of Employment.
- 6.6 **SOCCCD: Classified Personnel Actions – Regular Items**
Ratify New Personnel Appointments, Authorization To Establish And Announce Classified Positions, Reorganization/Reclassification, Authorization To

Increase/Decrease Hours Per Week And/Or Months Per Year For Classified Positions, Change Of Status, Out Of Class Assignments – For Positions That Are Vacant During Recruitment For Permanent Appointments (Limited To 960 Hours Per Fiscal Year), Resignation/Retirement/Conclusion Of Employment.

- 6.7 **SOCCCD: Non-Bargaining Unit Personnel Action – Regular Items**
Ratify New Personnel Appointments, Authorization To Revise The Classified Temporary Non-Bargaining Unit Salary Schedules.
- 6.8 **SOCCCD: District Initial Proposal to California School Employees Association (CSEA) Chapter 586**
Accept for review and study the SOCCCD District's initial proposal to CSEA for the purpose of negotiations.

7.0 REPORTS

- 7.1 **SOCCCD: Staff Response to Public Comments from Previous Board Meeting**
None
- 7.2 **SOCCCD: Facilities Plan Status Report**
Status report of current construction projects.
- 7.3 **SOCCCD: CARES Act Funding Monthly Summary**
Cumulative summary of the funds awarded and spent as of October 31, 2020 is provided.
- 7.4 **SOCCCD: COVID-19 Response Block Grant Monthly Summary**
Cumulative summary of the funds awarded and spent as of October 31, 2020 is provided.
- 7.5 **SOCCCD: Retiree (OPEB) Trust Fund.**
Report for period ending September 30, 2020.
- 7.6 **SOCCCD: Monthly Financial Status Report**
The reports display the adopted budget, revised budget and transactions through October 31, 2020.
- 7.7 **SOCCCD: Quarterly Investment Report**
Report for period September 30, 2020.
- 7.8 **SOCCCD: Pension Stabilization Trust Fund**
Report for period ending September 30, 2020.

8.0 WRITTEN REPORTS FROM ADMINISTRATION

Reports by the following individuals may be written and submitted through the docket process prior to distribution of the Board agenda packet.

- A. Chancellor
- B. Irvine Valley College President
- C. Saddleback College President

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: Minutes of the Board of Trustees Meeting
ACTION: Approval

Minutes from:

October 19, 2020 Regular Meeting of the Board of Trustees (Exhibit A) and
Minutes from October 20, 2020 Special Meeting of the Board of Trustees (Exhibit B)
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
October 19, 2020**

PRESENT

Members of the Board of Trustees:

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

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
John Hernandez, President, Irvine Valley College

CALL TO ORDER: 5:00 P.M.

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In compliance with the Executive Order, Board Members, interested parties, and members of the public will be able to call or sign-in to the meeting at 5 p.m. on Monday, October 19, 2020.

Primary Location: Saddleback College, Health Sciences/District Offices Building, Chancellor's Conference Room, HS 324, 28000 Marguerite Parkway, Mission Viejo, CA 92692.

Teleconferencing Location: via Zoom Videoconferencing at <https://socccd.zoom.us/j/93801398470?pwd=OCsyVEJhM2pYMVIOMGFKY1hmc3hDUT09>

Meeting ID: 938 0139 8470

Meeting Passcode: 742233

This agenda is available on the SOCCCD website at www.socccd.edu

Consistent with the provisions of the Executive Order N-29-20 and N-35-20, the above-noticed meeting of the Board of Trustees shall take place as follows:

1. Members of the Board of Trustees may participate remotely via Zoom Videoconferencing. If members choose to participate remotely, their locations will not be noticed nor will public access be available at their locations.
2. Members of the public may participate via Zoom Videoconferencing using the link above or by calling in to the meeting at (877) 853-5247 (Toll Free) or (888) 788-0099 (Toll Free) Meeting ID: 938 0139 8470, Passcode: 742233
3. Members of the public wishing to comment on an agenda item or another topic within the jurisdiction of the Board of Trustees will be given the opportunity to ask questions by submitting public comments via email to the Board of Trustees Liaison, Grace Garcia, at: ggarcia@socccd.edu. All public comments will be accepted via email. Submissions must be received prior to the posted start time of the meeting. Please include in the subject line of the email: COMMENTS FOR THE MEETING OF OCTOBER 19, 2020. Please indicate if you are addressing a specific agenda item, or are making "Public Comment." Submissions will be read aloud at the meeting and must comply with the 2 minute time limit.

American with Disabilities Act (ADA)

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

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Roll Call - Establishment of Quorum

Trustee T.J. Prendergast, Board President
Trustee Tim Jemal, Vice President
Trustee James Wright, Clerk of the Board
Trustee Barbara Jay, Member
Trustee David Lang, Member
Trustee Marcia Milchiker, Member
Trustee Terri Whitt Rydell, Member
Student Trustee Ethan Manafi

1.3 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 submit your request via email prior to the start of closed session. Speakers are limited to two minutes each.

There were no public comments.

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

1.4 Public Employee Employment, Evaluation of Performance, Discipline, Dismissal, Release (Government Code Section 54957 and 594954.5)

- A. Public Employee Discipline, Dismissal, Release (Government Code Section 54957)
- B. Public Employee Performance Evaluation (Government Code Section 54957(b)(1))
 - 1. Vice Chancellor, Human Resources (DS)
 - 2. Vice Chancellor, Business Services (DS)
 - 3. Dean, Enrollment Services (SC)
 - 4. Vice President, Student Services (SC)
 - 5. Dean, Kinesiology & Athletics (SC)
 - 6. Director, Learning Assistance (SC)
 - 7. Executive Dean, Extended Learning Categorical (SC)
 - 8. Dean, Social & Behavioral Sciences (SC)
 - 9. Assistant Dean, Career & Technical Education (SC)
 - 10. Executive Director, College Foundation (SC)
 - 11. Assistant Dean, Health Sciences & Human Services/Director of Nursing (SC)
 - 12. President, Saddleback College (SC)
 - 13. Athletic Director/Assistant Dean, Kinesiology & Athletics (SC)
 - 14. Vice President, Instruction (SC)
 - 15. Vice President, College Administrative Services (SC)
 - 16. Director, Research, Planning & Accreditation (IVC)
 - 17. Vice President, College Administrative Services (IVC)
 - 18. Assistant Dean, Financial Aid & Student Support Services (IVC)

19. Dean, Health Sciences, Kinesiology & Athletics (IVC)
20. Dean, Career & Technical Education and Integrated Design, Engineering & Automation (IVC)

1.5 Conference with Labor Negotiators (Government Code Section 54957.6)

- A. Faculty Association (FA)
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor - HR
- B. Classified School Employees Association (CSEA)
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor - HR
- C. Police Officers Association (POA)
Agency Designated Negotiator: Dr. Cindy Vyskocil, Vice Chancellor – HR

1.6 Conference with Legal Counsel (Government Code Section 54956.9)

- A. Anticipated Litigation (Government Code Section 54956.9(d)(2))
Significant exposure to litigation: 1 potential case
- B. Existing Litigation (Government Code Section 54956.9(d)(2)) (1 case)
 1. Galante v. South Orange County College District

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

On February 25, 2019, the South Orange County Community College District Board of Trustees unanimously took action to terminate a tenured faculty member. After an appeal that decision was affirmed, and has now become final.

On a 7 to 0 roll call vote, the board took action in closed session pursuant to Government Code Section 54957 to consider and approve the decision of a Hearing Officer on the disciplinary discharge of a Senior Administrative Assistant. Pursuant to Board Policy 4205, the Board shall make a judgment that the recommendation of the hearing officer was taken for reasonable cause or that the recommendation of the hearing officer should be sustained in full, modified or rescinded. The Board acted to approve the decision of the Hearing Officer.

- 2.2 Invocation
Led by Trustee Barbara Jay
- 2.3 Pledge of Allegiance
Led by Trustee Tim Jemal
- 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 submit your request via email prior to the beginning of open session. Speakers are limited to two minutes each.

There were no public comments.

3.0 REPORTS

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

- A. Board Reports
- B. Student Trustee
- C. Associated Student Government Reports
- D. Saddleback College Academic Senate
- E. Irvine Valley College Academic Senate
- F. Faculty Association
- G. Irvine Valley College Classified Senate
- H. Saddleback College Classified Senate
- I. California School Employees Association
- J. Police Officers Association
- K. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 SOCCCD: Legislative and Advocacy Overview

Letitia Clark, District Director of Public Affairs and Government Relations, Dale Shimasaki, State Legislative Advocate from Strategic Education Services and Dana DeBeaumont, Federal Legislative Advocate from Capitol Advocacy Partners, will present a brief overview of legislative and advocacy efforts on behalf of the district and colleges. Presenters will also review legislative successes for SOCCCD and California Community Colleges as well as potential legislative priorities for the 2021 legislative session.

[Item 4.1](#)
[Exhibits A-B](#)

Trustee Wright requested to remove item 5.2 from the consent calendar for separate discussion and action.

On a motion made by Trustee Lang and seconded by Trustee Wright, the balance of the consent calendar was approved on a unanimous roll-call vote.

At 8:46 p.m., a motion was made by Trustee Lang, seconded by Trustee Whitt Rydell to recess the meeting for 5 minutes and to extend the meeting to 10 p.m. The five minute recess and the time extension was approved on a unanimous roll-call vote.

5.0 CONSENT CALENDAR ITEMS

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

- 5.1 SOCCCD: Board of Trustees Meeting Minutes
Approve minutes of a Regular Meeting held virtually on August 31, 2020.

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

- 5.2 SOCCCD: Resolution
Approve Resolution In Support of California Community College
Undocumented Students and Undocumented Student Action Week

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a unanimous roll-call vote.

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

- 5.3 Irvine Valley College: Curriculum Revisions for the 2021-2022 Academic Year
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2020-2021 academic year, pursuant to Title 5, Section 53200 et seq.

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

- 5.4 SOCCCD: Irvine Valley College, Scheduled Maintenance Painting PE, PH4, A300, Notice of Completion, Tony Painting
Authorize filing the Notice of Completion for the Scheduled Maintenance Painting for PE100, PE200, PH4, and A300 buildings project at Irvine Valley College to Tony Painting, for a contract total of \$109,870.

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

- 5.5 Saddleback College: New and Revised Curriculum for the 2020-21 and 2021-22 Academic Years
Approve the proposed curriculum changes for the 2020-21 academic year at Saddleback College and the proposed curriculum changes for the 2021-22 academic year.

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

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

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

- 5.7 SOCCCD: Authorization to Utilize Foundation for California Community Colleges (FCCC) and Trustees of the California State University Contracts
Approve the use of the above identified FCCC/CSU/UC contracts to purchase equipment, materials, supplies, and related services to support custodial, maintenance, facilities, operations, office, and miscellaneous areas. The approval to utilize the above contracts applies to purchases made within the term of the agreements and is contingent upon the availability of funds for each purchase. Funding will be available in the individual departments' accounts. All purchases will be procured with District issued purchase orders and will be brought forward for Board ratification.

[Item 5.7](#)

- 5.8 SOCCCD: Declare Miscellaneous Furniture and Equipment as Surplus
Approve the sale, donation and/or disposal of surplus property and authorize the Executive Director of Procurement, Central Services and Risk Management to hire a private auction firm to conduct the auction, and/or donate, recycle or dispose of items.

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

- 5.9 SOCCCD: CCFS-311 Annual Financial and Budget Report
Approve the annual CCFS-311 report as presented.

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

- 5.10 SOCCCD: Transfer of Budget Appropriations: Adopt Resolution No. 20-24 to Approve FY 2020-2021 Budget Transfers
Adopt Resolution No. 20-24 to approve the transfer of budget appropriations as listed.

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

- 5.11 SOCCCD: August – September 2020 Change Order/Amendments
Ratify the change order and amendments as listed.

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

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

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

- 5.13 SOCCCD: Contracts
Ratify contracts as listed.

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

6.0 GENERAL ACTION ITEMS

- 6.1 SOCCCD: Saddleback College Science & Math Building Reconstruction Project, Architectural Services, Hammel, Green and Abramson, Inc. (HGA)
Approve the Architectural Services agreement with Hammel, Green and Abramson, Inc. (HGA) for the Saddleback College Science & Math Building Reconstruction project, in the amount of \$2,514,200 and authorize the Vice Chancellor of Business Services, or designee, to execute the Agreement.

On motion made by Trustee Jemal and seconded by Trustee Whitt Rydell, this item was approved on a unanimous roll-call vote.

[Item 6.1](#)
[Exhibits A-B](#)

- 6.2 SOCCCD: Award of Contract for Consultancy Services for the Technology Master and Strategic Plan Development, Plante & Moran, PLLC
Authorize the Vice Chancellor of Business Services, or designee, to execute the Agreement and approve award of contract to Plante Moran for the development of the Technology Master and Strategic Plan, at a cost not to exceed \$144,000 for the TMSP Services plus an additional \$160,800 for the optional as-needed services of COVID-19/Pandemic Related Response Plan; Cloud Solutions Plan; Infrastructure, Network, and Hardware Plan; and IT Security Plan. Additional services will be billed at \$240 per hour for IT Consulting Services, if needed.

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a unanimous roll-call vote.

[Item 6.2](#)
[Exhibits A-B](#)

- 6.3 SOCCCD: Second Amendment to Office Lease for Crown Valley Financial Plaza, between Reef Crown Valley LLC and SOCCCD

Approve award of contract to Reef Crown Valley, LLC for the Second Amendment to the office lease for Crown Valley Financial Plaza, for an extended term of 66 months at a lease cost of \$1,081,125.66 plus applicable common expenses as identified in the Second Amendment, and authorize the Vice Chancellor of Business Services, or designee, to execute the Agreement.

On a motion made by Trustee Wright and seconded by Trustee Jay, this item was approved on a 6-1 roll-call vote, with Trustee Whitt Rydell casting a negative vote.

[Item 6.3](#)
[Exhibits A-C](#)

- 6.4 SOCCCD: Approval of Saddleback College Parking Lot License to Use Approve the Parking Lot Use Agreement with 405 Asset Management, LLC in the amount of \$585,000 from November 1, 2020 through July 31, 2021 and a month to month extension at \$65,000 thereafter and authorize the Vice Chancellor of Business Services, or designee, to execute the Agreement.

On a motion made by Trustee Jemal and seconded by Trustee Wright, this item was approved on a unanimous roll-call vote.

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

- 6.5 SOCCCD: Board Policy Revision: BP-132 (2350) Public Speakers at Board Meetings; BP-2120 (3250) Institutional Planning; BP-4000 (7110) Authorization for Employment; BP-4161 (7160) Professional Development and Growth; BP-4235 (4235) Credit for Prior Learning; BP-5210 (5645) Communicable Diseases–Students; BP-5520 (3200) Accreditation; BP-5618 Credit by Examination–Specific Course Credit; BP-5619 Advanced Placement Examination Program; and BP-5620 College Level Examination Program (CLEP)
Accept for review and study the board policies as listed.

On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was accepted for review and study on a unanimous roll-call vote.

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

- 6.6 SOCCCD: Board Policy Revision: BP-103 (2010) Board Membership; BP-105 (2305) Annual Organizational Meeting; BP-107 (2410) Board Policies and Administrative Regulations; BP-109 (2740) Board Education; BP-126 (2330) Meeting Procedures, Quorum, and Voting; BP-162 (2720) Communications Among Board Members; BP-1400 (3425) Americans with Disabilities Act and the Fair Employment and Housing Act; BP-2120 (2120) Officers; BP-3610 (3600) Auxiliary Organizations, Including

Foundations; BP-5617 (4226) Multiple or Overlapping Enrollments; and BP-6122 (4240) Academic Renewal
Approve the board policies as listed.

On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a unanimous roll-call vote.

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

- 6.7 SOCCCD: Faculty Association (FA) Initial Proposal to District
The Board will conduct a public hearing to provide an opportunity for the public to comment on the SOCCCD Faculty Association's initial proposal to the District for the purpose of negotiations, pursuant to Government Code Section 3547 (c).

Board President Prendergast called for a Public Hearing in order to provide the public an opportunity to express opinions about the Faculty Association Initial Proposal to the District. Hearing no public comments, the public hearing was closed and the regular Board of Trustees meeting was reconvened.

[Item 6.7](#)
[Exhibit A](#)

- 6.8 SOCCCD: Adoption of SOCCCD Faculty Association (FA) Initial Proposal to District
Approve the Faculty Association's initial proposal to the District for Articles VIII, XIV, XV, XVII, XXI, XXVII, XXIX, and XXX.

On a motion made by Trustee Jemal and seconded by Trustee Whitt Rydell, this item was approved on a unanimous roll-call vote.

[Item 6.8](#)
[Exhibit A](#)

- 6.9 SOCCCD: District Initial Proposal to Faculty Association (FA)
The Board will conduct a public hearing to provide an opportunity for the public to comment on the District's initial proposal to the SOCCCD Faculty Association for the purpose of negotiations, pursuant to Government Code Section 3547 (c).

Board President Prendergast called for a Public Hearing in order to provide the public an opportunity to express opinions about the District's Initial Proposal to the Faculty Association. Hearing no public comments, the public hearing was closed and the regular Board of Trustees meeting was reconvened.

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

- 6.10 SOCCCD: Adoption of SOCCCD District Initial Proposal to Faculty Association (FA)
Approve the District's initial proposal to the Faculty Association for Articles 2, 4, 11, 12, 14, 15, 17, 18, 21, 23, 25, 26, 28, 29, and 30.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a unanimous roll-call vote.

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

- 6.11 SOCCCD: Academic Employee and Classified Administrator Personnel Actions – Regular Items
Ratify New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Additional Compensation: Restricted Funds, Resignation/Retirement/Conclusion of Employment.

On a motion made by Trustee Jemal and seconded by Trustee Lang, this item was approved on a unanimous roll-call vote.

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

- 6.12 SOCCCD: Academic 2021 – 2022 Tenure Track Hiring Authorization
Ratify the college faculty hiring lists as shown in Exhibit A and B for the 2021 - 2022 academic year.

On a motion made by Trustee Lang and seconded by Trustee Jay, this item was approved on a unanimous roll-call vote.

[Item 6.12](#)
[Exhibits A-B](#)

- 6.13 SOCCCD: Classified Personnel Actions – Regular Items
Ratify Out of Class Assignments – for Positions that are Vacant During Recruitment for Permanent Appointments (Limited to 960 hours per fiscal year), Resignation/Retirement/Conclusion of Employment.

On a motion made by Trustee Milchiker and seconded by Trustee Jay, this item was approved on a unanimous roll-call vote.

[Item 6.13](#)
[Exhibit A](#)

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

On a motion made by Trustee Jay and seconded by Trustee Lang, this item was approved on a unanimous roll call-vote.

[Item 6.14](#)
[Exhibit A](#)

- 6.15 SOCCCD: SOCCCD California School Employees Association (CSEA) – Memorandum of Understanding for Article 8.16 – Position Reclassification
Approve Memorandum of Understanding with CSEA.

On a motion made by Trustee Jemal and seconded by Trustee Jay, this item was approved on a unanimous roll-call vote.

[Item 6.15](#)
[Exhibit A](#)

- 6.16 SOCCCD: Sabbatical Leave Rescindment
Approve Rescindment of Sabbatical Leave previously approved by the Board.

On a motion made by Trustee Milchiker and seconded by Trustee Lang, this item was approved on a unanimous roll-call vote.

[Item 6.16](#)
[Exhibit A](#)

- 6.17 SOCCCD: General Leave Request Approve Retroactive Leave of A Classified Manager
Approve retroactive paid military leave for active service.

On a motion made by Trustee Jay and seconded by Student Trustee Manafi, this item was approved on a unanimous roll-call vote.

[Item 6.17](#)

- 6.18 SOCCCD: General Leave Request Discretionary Leave of A Classified Manager
Approve paid military leave for active service.

On a motion made by Trustee Jay and seconded by Trustee Wright, this item was approved on a unanimous roll-call vote.

[Item 6.18](#)

7.0 REPORTS

- 7.1 SOCCCD, Saddleback College, Irvine Valley College, and Advanced Technology and Education Park: Vision and Mission Statements
Annual review of the district and college vision and mission statements.

[Item 7.1](#)

[Exhibits A-D](#)

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

[Item 7.2](#)

- 7.3 SOCCCD: Facilities Plan Status Report
Status report of current construction projects.

[Item 7.3](#)
[Exhibit A](#)

- 7.4 SOCCCD: CARES Act Funding Monthly Summary
Cumulative summary of the funds awarded and spent as of September 30, 2020 is provided.

[Item 7.4](#)
[Exhibit A](#)

- 7.5 SOCCCD: COVID-19 Response Block Grant Monthly Summary
Cumulative summary of the funds awarded and spent as of September 30, 2020 is provided.

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

- 7.6 SOCCCD: Retiree (OPEB) Trust Fund.
Report for period ending August 31, 2020.

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

- 7.7 SOCCCD: Basic Aid Report
Report for period ending September 30, 2020.

[Item 7.7](#)
[Exhibit A](#)

- 7.8 SOCCCD: Quarterly Financial Status Report
Report for period ending September 30, 2020.

[Item 7.8](#)
[Exhibit A](#)

- 7.9 SOCCCD: Monthly Financial Status Report
The reports display the adopted budget, revised budget and transactions through September 30, 2020.

[Item 7.9](#)
[Exhibit A](#)

8.0 WRITTEN REPORTS FROM ADMINISTRATION

Reports by the following individuals may be written and submitted through the docket process prior to distribution of the Board agenda packet.

[Item 8.0](#)

A. Chancellor

[Chancellor's Written Report](#)

B. Irvine Valley College President

[Irvine Valley College Written Report](#)

C. Saddleback College President

[Saddleback College Written Report](#)

9.0 ADDITIONAL ITEMS

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

The meeting adjourned at 9:54 p.m.

Kathleen F. Burke
Secretary, Board of Trustees

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Via Zoom Videoconferencing

MINUTES OF THE SPECIAL BOARD OF TRUSTEES' MEETING
October 20, 2020

PRESENT

Members of the Board of Trustees:

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

District Staff and Consultants:

Kathleen F. Burke, Chancellor
Ann-Marie Gabel, Vice Chancellor, Business Services
Victor Negrete, Executive Director of Public Private Partnership Development
Medhanie Ephrem, Executive Director of Facilities Planning
Andrew Bernstein, Jackson Tidus
David Knowlton, NAI Capital
Greg Gotthardt, FTI Consulting
Nader Shah, Hudson Pacific Properties
Eddie Arslanian, Ramboll Group
Amy Manion, Ramboll Group

CALL TO ORDER: 6:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call To Order

1.2 Roll Call – Establishment of Quorum

Trustee T.J. Prendergast, Board President
Trustee Tim Jemal, Vice President
Trustee James Wright, Clerk of the Board
Trustee Barbara Jay, Member
Trustee David Lang, Member
Trustee Marcia Milchiker, Member
Trustee Terri Whitt Rydell, Member

All Board members were present at the meeting.

1.3 Public Comments

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

No public comments were submitted.

2.0 DISCUSSION ITEM

2.1 Advanced Technology and Education Park (ATEP) Status Report

Board President Prendergast gave introductory remarks and welcomed everyone in attendance to the virtual study session, including board members, district staff and consultants. Vice Chancellor Gabel provided an overview of the meeting and reviewed with the Board the content of the meeting materials. The PowerPoint presentation is attached as Exhibit A.

The PowerPoint presentation (Exhibit A) focused on the following topics:

- Background
- Market Update
- LIFOC Update

Victor Negrete provided an update on the ATEP land uses, specifically the permitted and prohibited uses.

Market Update

David Knowlton from NAI Capital provided a brief market overview with COVID-19 Impact. He presented the sales and leasing trends during the past three years as they pertain to the Southern California office and industrial markets. Mr. Knowlton discussed the long-term effects that COVID-19 will have on the market and its response since March 2020.

Lease in Furtherance of Conveyance (LIFOC) Update

Medhanie Ephrem, Executive Director of Facilities Planning and Amy Manion from Ramboll provided an update on the LIFOC Sublease and status provided by the Restoration Advisory Board (RAB).

Mr. Ephrem stated that approximately one-half of the ultimate 61.4 acre site is currently under a LIFOC until Finding of Suitability to Transfer (FOST) is issued by the Navy. The county exchange parcel is currently not part of LIFOC. According to the City of Tustin, the Navy is interested in adding County Exchange property to LIFOC in addition to adding the County Exchange property to sublease agreement.

Amy Manion provided updates that were shared in the last RAB meeting. She shared the latest efforts the Department of Navy is undertaking with respect to the remediation of the ground water in the LIFOC area. She gave an update on the Per- and Polyfluoroalkyl Substances (PFAS). Ms. Manion spoke on the upcoming steps and future possibilities. Specifically, the Department of Navy has proactively started the Comprehensive Environmental Response Compensation and Liability Act (CERCLA) process. The steps in the process include 1) Preliminary Assessment, 2) Site inspection, 3) Remedial investigation and 4) Reporting. This process should take 5-10 years.

The open session was adjourned at 7:10 p.m.

ADJOURNMENT TO CLOSED SESSION

3.0 Conference with Real Property Negotiators (GC Section 54956.8)

3.1 Exchange of Property

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

Lease of Property by District: Approximately 30.97 acres of real property located at 1610 Valencia Ave., [1693 Victory Road](#), and 1602 Victory Road Tustin, CA 92782 (Property) also known as the Advanced Technology & Education Park (ATEP site)

Negotiating Parties: City of Tustin, The Goddard School, ACS Development Group, Inc., and 7Diamonds Clothing Co. Inc.

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

ADJOURNMENT

The closed session meeting adjourned at 8:30 p.m.

Kathleen F. Burke
Secretary

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

Board Resolutions are presented as a formal recognition by the Board of Trustees to honor extraordinary achievements such as board service, national and/or state championships as well as to those who have provided honorable, extraordinary, lasting contributions to students, the community or education.

In addition, the Board recognizes and adopts resolutions in support and promotion of programs, initiatives and policies designed to instill values associated with community and inclusion.

There is one resolution being submitted to the Board for approval this month recognizing and honoring Trustee Lang's service to the District since 1996.

RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

November 16, 2020

Honoring the Service of **David B. Lang**

WHEREAS, David B. Lang has served on the Board of Trustees since 1996, serving as Board President in 2005, 2006 and 2007; and

WHEREAS, David B. Lang contributed greatly to the Board of Trustees as a thoughtful and fiscally responsible member, harkening on his experience as a Certified Public Accountant for Hausmaninger Benoe Lang and Alford; and

WHEREAS, David B. Lang represented the District well as a member of the Orange County Community College Legislative Task Force, the Irvine Chamber of Commerce, the Rotary Club of Santa Ana and the Orange County Academic Decathlon Association; and

WHEREAS, David B. Lang attended hundreds of meetings, forums, ceremonies, workshops, commencements and dedications and delivered many speeches underscoring his appreciation to faculty and staff and support for students; and

WHEREAS, David B. Lang was an avid champion of both the Irvine Valley College Foundation and the Saddleback College Foundation in support of student scholarships and student success.

THEREFORE, BE IT RESOLVED, that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby express their deepest appreciation to David B. Lang for his dedication to faculty, staff and administrators throughout our District for his enduring contributions to generations of students at Saddleback College, Irvine Valley College, and the Advanced Technology & Education Park.

T.J. Prendergast III, President

Timothy Jemal, Vice President

James R. Wright, Clerk

Barbara J. Jay, Member

Marcia Milchiker, Member

Terri Whitt Rydell, Member

Kathleen F. Burke, Chancellor



TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: [Saddleback College: New and Revised Curriculum for the 2021-22 Academic Year]

ACTION: Approval

BACKGROUND

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

STATUS

Saddleback College proposes additions, revisions, and deletions to the curriculum of the College for the 2021-22 academic year. Exhibit A includes new courses, Exhibit B includes new programs, Exhibit C includes revised and deleted courses, and Exhibit D includes revised programs. The new, revised, and deleted curriculum is recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of Saddleback College pursuant to Title 5, Section 53200 et seq.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the proposed curriculum changes for the 2021-22 academic year at Saddleback College as listed in Exhibits A, B, C, and D.

SADDLEBACK COLLEGE
NEW COURSES
ACADEMIC YEAR 2021-2022

Exhibit A
Page 1 of 2

Division	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other noncredit enhanced funding, L=not eligible for enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				lrng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship, B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
BS	CIS 482NC	2219.00	CCNA 2 CISCO CERTIFIED NETWORK ASSOCIATE	nc, 0 units 33.20 hrs lec/49.80 hr lab/0 hr lrng cntr, prereq CIS 481NC , gr opt SP - Noncredit Graded Pass/SP/No Pass, repeatable 4 times
KNES	KNES 121	2216.00	COMPLEMENTARY AND ALTERNATIVE HEALTH PRACTICES	nc, 3 units/3 hrs lec/0 hr lab/0 hr lrng cntr, non-repeatable
KNES	KNES 220	2213.00	HOLISTIC HEALTH - UNDERLYING MECHANISMS	nc, 3 units/3 hrs lec/0 hr lab/0 hr lrng cntr, non-repeatable

SADDLEBACK COLLEGE
NEW COURSES
ACADEMIC YEAR 2021-2022

Exhibit A
Page 2 of 2

KNES	KNES 222	2217.00	INTRODUCTION TO AYURVEDA	nc, 3 units/3 hrs lec/0 hr lab/0 hr lrng cntr, non-repeatable
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SADDLEBACK COLLEGE
NEW PROGRAMS
ACADEMIC YEAR 2021-2022

New
CISCO Network Specialist
Certificate of Completion

Cisco is the worldwide leader in Information Technology (IT), networking, and cybersecurity solutions. Cisco controls over 60% of the network routing computers; its nearest competitors all have single-digit market penetration. This certificate is composed of three tuition-free classes that prepare students for Cisco's initial Academy 7.0 industrial certificates. The first course prepares students for the initial small network Cisco Certificated Entry Level Technician (CCENT) certificate exam. The second course prepares students for the Cisco Certified Network Associate 1 (CCNA 1) exam. The final course prepares students for the Cisco Certified Network Associate 2 (CCNA 2) exam, which is the next certificate on installing, configuring, operating, and troubleshooting small and medium-sized Cisco networks. Upon completion of these courses and earning the Cisco certifications students have many opportunities in high employment potential computer networking support fields.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Identify basic IT terminology.
- Describe and identify the basic components of a client-server network.
- Install and configure Cisco routers.

Required Core

<u>Course ID</u>	<u>Title</u>	<u>Hours</u>
<u>CIS 480NC</u>	<u>CCENT CISCO Certified Entry Level Technician</u>	<u>83.0</u>
<u>CIS 481NC*</u>	<u>CCNA 1 CISCO Certified Network Associate</u>	<u>83.0</u>
<u>CIS 482NC*</u>	<u>CCNA 2 CISCO Certified Network Associate</u>	<u>83.0</u>
	<u>Total Hours for the Major</u>	<u>249.00</u>

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

SADDLEBACK COLLEGE
NEW PROGRAMS
ACADEMIC YEAR 2021-2022

New
Holistic Health Studies
Certificate of Achievement

Designed to promote a holistic approach to healthy living while preparing students for professional careers and the potential of higher education in the integrative health, fitness, and wellness field. Students will investigate basic anatomy, physiology, subtle energy, and behavior principles while exploring the connection between the physical, intellectual, emotional, and spiritual realms of health, wellness, and performance. Students will be introduced to a variety of alternative health practices and healing therapies from various cultures around the world, with an emphasis on how a holistic approach and practical techniques can lead to optimal performance and health. Upon completion of this certificate, individuals will gain an advantage obtaining an entry-level position at health, fitness, and wellness centers, spas and clinics, and/or community establishments. In addition to administrative jobs within the industry, individuals may find positions as practitioner and/or therapist assistants, health and wellness educators or community workers, and/or internship opportunities at various complementary and alternative health practices/centers. Courses within this certification can fulfill continuing education hours/credits for those currently certified by nationally and globally recognized certifying bodies such as the American Council of Exercise (ACE) and Yoga Alliance (YA). This certificate can be completed completely online. Students whom complete this certificate will be eligible to earn our, "Integrative Health for Fitness and Wellness Professionals" certificate, by successfully completing three additional courses within one of three pattern options.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate an understanding of contemporary health principles and guidelines.
- Explain core principles and philosophies of the holistic paradigm.
- Explain basic anatomy, physiology, subtle energy, and behavior principles through a holistic perspective.
- Describe foundational principles and unique techniques used in well-established complementary and alternative health practices and explain how they can be beneficial to various fitness, performance, health, and wellness professions.
- Demonstrate practical holistic health techniques for optimal performance, health, and wellness.
- Create a customized fitness, health, and wellness plan using holistic health principles and techniques.

Required Core

<u>Course ID</u>	<u>Title</u>	<u>Units</u>
HLTH 1	Contemporary Health Issues	3
KNES 220	Holistic Health – Underlying Mechanisms	3

SADDLEBACK COLLEGE
NEW PROGRAMS
ACADEMIC YEAR 2021-2022

<u>KNES 121</u>	<u>Complementary and Alternative Health</u>	
	<u>Practices</u>	<u>3</u>
<u>KNES 222</u>	<u>Introduction to Ayurveda</u>	<u>3</u>
<u>KNES 207</u>	<u>Training and Theory of the Yogic Energy</u>	
	<u>System</u>	<u>1</u>
<u>Total Units for the Certificate</u>		<u>13</u>

SADDLEBACK COLLEGE
NEW PROGRAMS
ACADEMIC YEAR 2021-2022

New
Integrative Health for
Fitness and Wellness Professionals
Certificate of Achievement

Designed to supplement a variety of health, fitness, and wellness professionals with contemporary knowledge, integrative concepts, and alternative practices for optimal performance and health, as well as job placement and career advancement. Students will explore the connection between the physical, intellectual, emotional, and spiritual dimensions of health and wellness through a holistic approach to anatomy, physiology, subtle energy, human behavior, and environmental interactions. Courses will introduce complementary and alternative health practices and examine various preventative techniques and healing therapies used around the world. Within the provided pattern options, students are given the opportunity to further their knowledge in a variety of fields and competencies such as, yoga and aerobic exercise, fitness and sports performance, nutrition, psychology, and sociology. Courses will promote positive behavioral, social, and lifestyle changes while preparing individuals for professional careers and/or greater education within the fitness, health, and wellness industry. In addition to an advantage obtaining entry-level job positions at fitness, health and wellness centers, training facilities and studios, and alternative health care practices, upon completion of this certificate, individuals will gain an opportunity to start or advance in such careers/professions as (but not limited to), yoga instructor and/or continuing educational provider, aerobics instructor, personal trainer, fitness and performance specialist, and/or health and wellness coaching. Courses within this certification can fulfill continuing education hours/credits for those currently certified by nationally and globally recognized certifying bodies such as the American Council of Exercise (ACE) and Yoga Alliance (YA). Students who have completed the Holistic Health Studies certificate of achievement need only to complete one of the three pattern/emphasis options (each requiring three courses) to obtain this higher valued certificate. This certificate can also be completed fully online through the General Health and Wellness Emphasis pattern option.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate an understanding of contemporary health principles and how they can be applied within a holistic paradigm.
- Explain basic anatomy, physiology, subtle energy and behavioral principles through a holistic perspective while demonstrating an understanding of the effects of social and environmental factors.
- Describe core principles and techniques used in a variety of complementary and alternative health practices and demonstrate how they can be appropriately integrated into a selection of fitness and wellness professions.
- Identify integrative health principles, techniques, and practices that are highly beneficial for individuals and professionals in emphasized occupations within the fitness and wellness field.

SADDLEBACK COLLEGE
NEW PROGRAMS
ACADEMIC YEAR 2021-2022

- Create a customized integrative health plan within a specific occupation of fitness, performance, health, and wellness.
- Explain the importance and benefits of a having an integrative health education background and the positive impact it can have within a variety of fitness, health, and wellness occupations.

Required Core

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
HLTH 1	Contemporary Health Issues	3
KNES 220	Holistic Health – Underlying Mechanisms	3
KNES 121	Complementary and Alternative Health Practices	3
KNES 222	Introduction to Ayurveda	3
KNES 207	Training and Theory of the Yogic Energy System	1
Select One Pattern from Restricted Electives		
	Electives	8-9
Total Units for the Certificate		21 - 22

Restricted Electives

Pattern 1: Yoga and Aerobic Exercise Emphasis (9 units)

KNES 60*	Anatomy and Fundamentals of Yoga	3
KNES 61*	Teaching of Yoga	3
KNES 62	Philosophy of Yoga	3

Pattern 2: Fitness and Performance Emphasis (8 units)

KNES 110	Theory and Techniques of Personal Training	3
KNES 112	The Profession of Personal Training	2
KNES 105	Mental Skills for Sports Performance	3
or		
FN 164	Sports Nutrition	3

Pattern 3: General Health and Wellness Emphasis (9 units)

FN 50	Fundamentals of Nutrition	3
PSYC 30*	Social Psychology	3
or		
SOC 30*	Social Psychology	3

And Select 3 units from the following courses

FN 160	Nutrition, Weight Management, and Eating Disorders	3
FN 164	Sports Nutrition	3
FN 169*	Lifecycle Nutrition	3
KNES 60*	Anatomy and Fundamentals of Yoga	3
KNES 110	Theory and Techniques of Personal Training	3
KNES 105	Mental Skills for Sports Performance	3
PSYC 33	Psychology of Adjustment	3
PSYC 25*	Psychology of Aging	3

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

SADDLEBACK COLLEGE
REVISED AND DELETED COURSES
ACADEMIC YEAR 2021-2022

Exhibit C
Page 1 of 2

Division	Course Id	Catalog Id	Course Title	Action Taken
				assign=assignments
				CA Classification code (J=workforce prep, K=other noncredit enhanced funding, L=not eligible for enhanced funding, Y=credit course)
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				lrng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				pcs = program course status
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				SAM code=occupational code (A=apprenticeship, B=advanced occupational, C=clearly occupational, D=possibly occupational, E=non-occupational)
				sch desc=schedule description
				SLOs=student learning outcomes
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				TOP code=numerical classification code used to assign programs and courses to disciplines
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
ATAS	ARCH 51	428935.10	COMPUTER-AIDED DR	sch desc, lrng obj, txt
ATAS	DR 51	428935.00	COMPUTER-AIDED DR	sch desc, txt
ATAS	FN 282	431650.00	INTRO TO HERBS	tps, lrng obj, moe, assign
ATAS	HORT 20	18060.00	INTRO TO HORT SCIENCE	txt
ATAS	HORT 145C	18093.00	LNDSPW WELNES GARDEN	cat desc, sch desc, tps, lrng obj, SLOs, moe, assign, txt
BS	BUS 112	450220.00	BUSINESS STATISTICS	crs id fr BUS 112 to BUS 10
FAMT	ARTH 30	992663.00	HISTORY OF MODERN ART	pcs from not program applicable to program applicable

SADDLEBACK COLLEGE
REVISED AND DELETED COURSES
ACADEMIC YEAR 2021-2022

Exhibit C
Page 2 of 2

FAMT	ARTH 32	992721.00	CONTEMPORARY ARTH	pcs from not program applicable to <u>program applicable</u>
FAMT	CTVR 114	180050.00	RADIO STATION ACTIV.	cat desc, sch desc, tps, txt, val
FAMT	CTVR 138	500200.05	ADVERTISING	txt
FAMT	CWE 180	429745.00	CO-OP-ED COM MUSIC	txt
FAMT	DANC 73	430325.05	ADVANCED JAZZ DANCE	cat desc, sch desc, assign, txt, val
FAMT	MUS 34	554027.00	EARLY MUSIC ENSEMBLE	txt
FAMT	MUS 43	560060.00	STRING ORCHESTRA	txt, val, pcs from program applicable to not program applicable
FAMT	MUS 55B	992461.00	INTERMEDIATE PIANO II	txt
FAMT	MUS 118	524020.25	MULTI-TRACK RECORDING	txt
FAMT	MUS 130	429751.00	MUSIC PRODUCTION I	txt
FAMT	MUS 131	429752.00	MUSIC PRODUCTION II	txt, val
FAMT	MUS 132	429754.00	INTRO TO MUSIC TECH	txt
FAMT	MUS 134	992487.00	SATB CH SINGERS	sr
KNES	KNES 9	428249.10	STRETCH/FLEX/COND	txt
KNES	KNES 9	428249.00	STRETCH/FLEX/COND	txt
KNES	KNES 47	680080.00	LIFEGUARD TRAINING	txt, pcs fr program applicable to <u>not program applicable</u>
KNES	KNES 49	433741.00	AQUA AEROBICS	txt
KNES	KNES 49	433741.05	AQUA AEROBICS	txt
KNES	KNES 69	433719.00	TRAIL HIKING	cat desc, sch desc, SLOs, moe, assign, txt
KNES	KNES 71	675110.15	ADVANCED BASKETBALL	txt, val
KNES	KNES 71	675110.20	ADVANCED BASKETBALL	txt, val
KNES	KNES 72	675150.05	BEGINNING SOCCER	txt
KNES	KNES 72	675150.10	BEGINNING SOCCER	txt
KNES	KNES 73	675150.15	ADVANCED SOCCER	txt, val
KNES	KNES 73	675150.20	ADVANCED SOCCER	txt, val
KNES	KNES 79	675290.05	ADVANCED BASEBALL	txt
KNES	KNES 94	675355.10	BEGINNING AIKIDO	dc
KNES	KNES 95	992761.00	INTERMEDIATE AIKIDO	dc
KNES	KNES 96	675355.30	ADVANCED AIKIDO	dc
KNES	KNES 107	674180.00	FITNESS ASSESSMENT	txt
KNES	KNES 404	675390.00	YOGIC ENERGY SYSTEM	crs id fr KNES 404 to KNES 207 , fr not degree applicable to <u>degree applicable</u> , cat desc, sch desc, txt, pcs fr not program applicable to <u>program applicable</u>
LA	ENG 116	386599.00	CREATIVE NONFICTION	crs id fr ENG 116 to <u>ENG 6</u>
LA	ENG 119	386601.00	INTRO TO POETRY	crs id fr ENG 119 to <u>ENG 9</u>
LA	ESL 180	302210.05	ADV ACADEMIC WRIT I	crs id fr ESL 180 to <u>ESL 80</u>
LA	ESL 190	584201.00	ADV ACADEMIC WRIT II	crs id fr ESL 190 to <u>ESL 90</u>

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

**Current
Adult Education**

**High School Equivalency for Mathematics
Success Certificate of Competency**

This is a non-credit, open enrollment Adult Basic Education Mathematics program within the Adult Education Department. Program emphasizes development of strategies to effectively solve mathematical problems for students who eventually plan to pass one of the three high school equivalency (HSE) exams, follow a CTE pathway, or attend academic college courses. Students will practice quantitative problem solving and algebraic problem solving in order to achieve a deeper conceptual understanding, procedural skill and fluency, and the ability to apply these fundamentals in real work situations. Basic test-taking computer skills for success on high school equivalency exam will be embedded into the course outline.

This program meets the needs of the 145,000 basic-skills deficient people in the South Orange County region. It is intended primarily for students who are preparing to take one of the three state approved HSE math exams. Completion of this program will prepare students to enter the workforce, a CTE program, or to transition into an academic post-secondary education.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Understand mathematical concepts and procedures
- Analyze and Interpret Information
- Synthesize data and solve problems
- Demonstrate proficiency in numbers and operations on numbers
- Demonstrate understanding of measurement and geometry
- Analyze data and demonstrate proficiency in probability and statistics
- Demonstrate understanding of algebraic concepts

Course ID	Title	Hours
AEBE 704NC	Adult Education Basic Education Math I	49.8
AEBE 705NC*	Adult Education Basic Education Math Arts II	49.8
	Total Hours for the Certificate:	99.6

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

**Revised
Adult Education**

**High School Equivalency for Mathematics
Success Certificate of Competency**

This is a non-credit, open enrollment Adult Basic Education Mathematics program within the Adult Education Department. Program emphasizes development of strategies to effectively solve mathematical problems for students who eventually plan to pass one of the three high school equivalency (HSE) exams, follow a CTE pathway, or attend academic college courses. Students will practice quantitative problem solving and algebraic problem solving in order to achieve a deeper conceptual understanding, procedural skill and fluency, and the ability to apply these fundamentals in real work situations. Basic test-taking computer skills for success on high school equivalency exam will be embedded into the course outline.

This program meets the needs of the 145,000 basic-skills deficient people in the South Orange County region. It is intended primarily for students who are preparing to take one of the three state approved HSE math exams. Completion of this program will prepare students to enter the workforce, a CTE program, or to transition into an academic post-secondary education.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Understand mathematical concepts and procedures
- Analyze and Interpret Information
- Synthesize data and solve problems
- Demonstrate proficiency in numbers and operations on numbers
- Demonstrate understanding of measurement and geometry
- Analyze data and demonstrate proficiency in probability and statistics
- Demonstrate understanding of algebraic concepts

Course ID	Title	Hours
AEBE 704NC	Adult Education Basic Education Math I	49.8
AEBE 705NC*	Adult Education Basic Education Math II	49.8
	Total Hours for the Certificate:	99.6

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

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

**Current
Architecture
Associate of Science**

The Associate of Science Degree in Architecture is a **three-year** sequence of courses designed for students who wish to train for employment in architecture or a field related to the construction industry. Majors that **student** can transfer into include: architecture, architectural engineering, and construction management. This degree is organized to provide the breadth and depth required to practice in entry level positions within the architecture profession and construction industry such as: architectural draftsman, civil drafter, construction manager, real estate developer, and government building code administration, as well as related construction industry jobs. Students who successfully complete an Associate of Science Degree in Architecture may complete an 8 year internship working for a licensed architect and/or professional engineer and will qualify to take the California Architects License Exam leading to a career as a licensed architect.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Communicate designs in 3 languages of architectural visualization: Board Drafting, AutoCAD, and Revit.
- Demonstrate knowledge of at least 7 of the major periods of architectural history: Ancient Egyptian, Ancient Greek, Ancient Roman, Byzantine, Romanesque, Gothic, Renaissance, Baroque, Neoclassical, Craftsman, Art Nouveau, Art Deco, Modern, and Contemporary Architecture.
- Demonstrate knowledge of current construction materials and techniques for residential and commercial construction.
- Write contract documents used in the architecture, engineering and construction industry.

Required Core

Course ID	Title	Units
ARCH 10	Introduction to Architecture	2
ARCH 12	History of Architecture	3
ARCH 50*	Introduction to Computer-Aided Drafting	3
or		
DR 50*	Introduction to Computer-Aided Drafting	3
ARCH 51*	Computer-Aided Drafting	3
or		
DR 51*	Computer-Aided Drafting	3
ARCH 124A	Architectural Drawing I	4
ARCH 218	Foundation Studio in Architecture	4
ARCH 219*	Residential and Commercial Space Planning	4
ARCH 120*	Revit and Building Information Management(BIM)	4
ARCH 121*	Advanced Revit and Building Information Management II	4
ARCH 34*	Basic Architectural Design I	3
ARCH 42*	Descriptive Drawing and Perspective	3
ARCH 122	Architectural Practice	2
ARCH 124B	Architectural Drawing II	4
ARCH 124C	Architectural Drawing III	4
ARCH 126	Materials and Methods of Construction	3
ARCH 231	LEED and Sustainable Architecture	3
	Select from Restricted Electives	3-6

Total Units for the Major 56-59

Restricted Electives

ARCH 132*	Residential Planning, Principles and Design	3
ARCH 136*	Basic Architectural Design II	3
ARCH 152*	Advanced Computer-Aided Design	3
or		
DR 152*	Advanced Computer-Aided Design	3
ARCH 161	Blueprint Plans and Specification Reading	4
ARCH 162	Construction Estimating	3
ARCH 163	International Building Code Inspection	4
ARCH 164*	Combination Residential Dwelling Inspection	3
ARCH 165	Electrical Code Inspection	3
ARCH 200	Design in Arizona, Riverside and Palm Springs	1.5

**Revised
Architecture
Associate of Science**

The Associate of Science Degree in Architecture is a **two to three-year** sequence of courses designed for students who wish to train for employment in architecture or a field related to the construction industry. Majors that **students** can transfer into include: architecture, architectural engineering, and construction management. This degree is organized to provide the breadth and depth required to practice in entry level positions within the architecture profession and construction industry such as: architectural draftsman, civil drafter, construction manager, real estate developer, and government building code administration, as well as related construction industry jobs. Students who successfully complete an Associate of Science Degree in Architecture may complete an 8-year internship working for a licensed architect and/or professional engineer and will qualify to take the California Architects License Exam leading to a career as a licensed architect.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Communicate designs in 3 languages of architectural visualization: Board Drafting, AutoCAD, and Revit.
- Demonstrate knowledge of at least 7 of the major periods of architectural history: Ancient Egyptian, Ancient Greek, Ancient Roman, Byzantine, Romanesque, Gothic, Renaissance, Baroque, Neoclassical, Craftsman, Art Nouveau, Art Deco, Modern, and Contemporary Architecture.
- Demonstrate knowledge of current construction materials and techniques for residential and commercial construction.
- Write contract documents used in the architecture, engineering and construction industry.

Required Core

Course ID	Title	Units
ARCH 10	Introduction to Architecture	2
ARCH 12	History of Architecture	3
ARCH 50*	Introduction to Computer-Aided Drafting	3
or		
DR 50*	Introduction to Computer-Aided Drafting	3
ARCH 51*	Computer-Aided Drafting	3
or		
DR 51*	Computer-Aided Drafting	3
ARCH 124A	Architectural Drawing I	4
ARCH 218	Foundation Studio in Architecture	4
ARCH 219*	Residential and Commercial Space Planning	4
ARCH 120*	Revit and Building Information Management(BIM)	4
ARCH 121*	Advanced Revit and Building Information Management II	4
ARCH 34*	Basic Architectural Design I	3
ARCH 42*	Descriptive Drawing and Perspective	3
ARCH 122	Architectural Practice	2
ARCH 124B	Architectural Drawing II	4
ARCH 124C	Architectural Drawing III	4
ARCH 126	Materials and Methods of Construction	3
ARCH 231	LEED and Sustainable Architecture	3
	Select from Restricted Electives	3-6

Total Units for the Major 56-59

Restricted Electives

ARCH 14	California Architecture	3
ARCH 132*	Residential Planning, Principles and Design	3
ARCH 136*	Basic Architectural Design II	3
ARCH 152*	Advanced Computer-Aided Design	3
or		
DR 152*	Advanced Computer-Aided Design	3
ARCH 161	Blueprint Plans and Specification Reading	4
ARCH 162	Construction Estimating	3
ARCH 163	International Building Code Inspection	4
ARCH 164*	Combination Residential Dwelling Inspection	3
ARCH 165	Electrical Code Inspection	3
ARCH 200	Design in Arizona, Riverside and Palm Springs	1.5

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

ARCH 211	Concrete Inspection	3
ARCH 212	Plumbing Codes - Drains, Waste, Vents, Water and Gas	3
ARCH 213	Mechanical Code – Heating, AC, Refrigeration, and Ductwork	3
ARCH 260	Architecture in Northern California	1
ARCH 261	Orange and San Diego Architecture	1
ARCH 262	Los Angeles Architecture	1
ARCH 270	Field Study – European Architectural History	3
ARCH 271	Field Study – European Sketch, Draw, Photo	3
ARCH 272	Field Study – European Design Studio	4

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

ARCH 211	Concrete Inspection	3
ARCH 212	Plumbing Codes - Drains, Waste, Vents, Water and Gas	3
ARCH 213	Mechanical Code – Heating, AC, Refrigeration, and Ductwork	3
ARCH 260	Architecture in Northern California	1
ARCH 261	Orange and San Diego Architecture	1
ARCH 262	Los Angeles Architecture	1
ARCH 270	Field Study – European Architectural History	3
ARCH 271	Field Study – European Sketch, Draw, Photo	3
ARCH 272	Field Study – European Design Studio	4

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

Associate of Science Degree

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

General Education Requirements for Associate Degrees

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

Associate of Science Degree

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

General Education Requirements for Associate Degrees

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

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

Current
Comprehensive Medical Assistant
Certificate of Achievement

~~This program prepares the student for employment as a medical assistant in a physician's office or clinic. The curriculum is designed to provide training in both administrative and clinical procedures and practices. Instruction is given in basic medical office procedures, including appointment scheduling, billing, insurance, medical reception, medical records management, surgical and laboratory procedures, electronic health records and other medical records management, surgical and laboratory procedures, venipuncture, pharmacology, injections, electrocardiography, public relations, and practice-building techniques. An externship in a physician's office combining administrative and clinical experience helps provide the student with the clinical experience necessary to enter the workforce. Students are required to hold a valid basic life support CPR card for healthcare providers and carry malpractice insurance while in MA 217C*.~~

Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe legal and ethical practices related to medical care
- Demonstrate clinical patient skills
- Demonstrate medical office employability skills
- Demonstrate administrative medical skills

A minimum grade of "C" in all courses is required to receive the certificate.

Course ID	Title	Units
HSC 201	Medical Terminology	3
MA 206	Introduction to Medical Assisting	3
MA 224A	Basics of Medical Insurance, Billing and Reimbursement	3
MA 211A	Medical Reception Techniques	2.5
MA 213A	Medical Records Management	2.5
MA 226A*	Fundamentals of CPT Ambulatory Coding for Medical Assistants	3
MA 212A	Medical Office Financial Procedures	2.5
MA 212B	Medical Office Laboratory Procedures	3
MA 214B	Medication Administration for Medical Assistants	3
MA 218B	Electrocardiography for the Medical Assistant	3
MA 260	Computer Applications EHR in Health Care	3
HSC 233	Legal and Ethical Aspects of Health Information	3
MA 228A*	Fundamentals of ICD Coding	3
MA 211B	Physical-Examination Procedures	3
MA 213B	Medical ASEPSIS and Surgical Procedures	3
MA 217C*	Medical-Assisting Clinical Experience Comprehensive	3
	Total Units for the Certificate:	45.5

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

Suggested coursework not required for the major: BIO 113; EMT 207*, EMT 207C; INSR 200.

Revised
Comprehensive Medical Assistant
Certificate of Achievement

This Career Technical Education (CTE) certificate program includes instruction and skills training on competencies for entry level employment working in the front office or back office as a medical assistant. Students learn and demonstrate essential skills: medical office procedures, appointment scheduling, reception techniques, communication, medical records and electronic health records management, data entry, billing, coding, insurance reimbursement, laboratory procedures (including venipuncture, pharmacology, injections), electrocardiography, spirometry, public relations, and practice-building techniques. An externship in a physician's office combining administrative and clinical experience helps provide the student with the clinical experience necessary to enter the workforce. All students complete a background check and drug screen three months prior to enrolling in MA 217C and are required to hold Basic Life Support (BLS) CPR certification (AHA approved with AED) and a certificate of medical malpractice, throughout the externship. During the externship students complete 150 hours of non-paid supervised training to demonstrate basic medical front office and clinical back office skills and competencies.

The comprehensive medical assistant program meets the California Certifying Board for Medical Assistants requirements to sit for the California Certified Medical Assistant exam (CCMA) and the American Academy of Professional Coders (AAPC), Certified Professional Coder (CPC) certification exam. Letter grade only. Students may begin the program in the Summer, Fall or Spring and there are no prerequisites to enroll in the program. Material fees are kept to a minimum, there is a fee paid to an outside vendor for the final HESI online examination during the externship. Students in the clinical area are required to purchase a stethoscope, sphygmomanometer for the physical examination procedure course and a uniform is required for the externship. All fees are less than \$400.00 for the entire program.

Students in the comprehensive medical assistant program may meet the Associate of Science Degree in Health Sciences graduation requirements as outline in the catalog, students are encouraged to discuss these requirements with their assigned academic counselor.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Describe legal and ethical practices related to medical care
- Demonstrate clinical patient skills
- Demonstrate medical office employability skills
- Demonstrate administrative medical skills

A minimum grade of "C" in all courses is required to receive the certificate.

Course ID	Title	Units
HSC 104	Medical Terminology	3
HSC 106	Legal and Ethical Aspects of Health Information	3
HSC 107	Human Body Fundamentals	3
MA 206	Introduction to Medical Assisting	3
MA 211B	Physical-Examination Procedures	3
MA 213B	Medical ASEPSIS and Surgical Procedures	3
MA 212B	Medical Office Laboratory Procedures	3
MA 214B	Medication Administration <u>Procedures</u>	3

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

MA 217C *	Medical-Assisting Clinical Experience Comprehensive	3
MA 218B	Electrocardiography for the Medical Assistant	3
MA 224A	Basics of Medical Insurance, Billing and Reimbursement	3
MA 280	Healthcare Organization Practices	3
MA 282	Fundamentals of Medical Practice Coding	3
	Restricted Electives	3
	Total Units for the Certificate	42

Restricted Electives: Select one course from the following:

HSC 230	Certified Professional Coder (CPC) Exam Preparation	3
HSC 234	Certified Coding Specialist (CCS) Exam Preparation	3
CIM 112	Microsoft Office	3

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

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

Current
Creative Writing Associate of Arts

The Creative Writing Associate of Arts degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree can be attained in majors related to this field, earning the Associate degree would enable students to develop skill and creativity along with critical judgment of literary forms as they compose their own nonfiction, short stories, novels, poems, and plays in Saddleback's creative writing courses. Students earning the Creative Writing Associate of Arts degree may transfer into degree programs such as: Creative Writing, English, English Literature, and English Education.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate the professional habits of creative writers: revision, workshoping, and submission for publication
- Use techniques from more than one genre in order to craft a variety of creative writing pieces
- Consider the role that current and historical context plays in the creation and interpretation of literary works
- Read, analyze, interpret, and produce texts in a variety of genres

Required Core

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
Required Courses		
ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
ENG 25*	Introduction to Literature	3
Or		
ENG 25H*	Honors Introduction to Literature	3
ENG 3*	Introduction to Creative Writing	3
ENG 17A*	Survey of English Literature – Beowulf To Romantic Movement	3
Or		
ENG 17B*	Survey of English Lit – Romantic Movement to the Present	3

Restricted Electives:

Area 1: (Select 6 units)

ENG 4*	Fiction Fundamentals	3
ENG 446 *	Introduction to Creative Nonfiction	3
ENG 449 *	Introduction to Writing Poetry	3

Area 2: (Select 6 units)

ENG 15A*	Survey of American Literature – 1620-1860	3
ENG 15B*	Survey of American Literature – 1860 - Contemporary	3
ENG 18*	Shakespeare – The Tragedies	3
ENG 21A*	World Literature – Ancient to 17 th Century	3
ENG 21B*	World Literature – 17 th Century to Modern Period	3

Revised
Creative Writing Associate of Arts

The Creative Writing Associate of Arts degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. While a baccalaureate or higher degree can be attained in majors related to this field, earning the Associate degree would enable students to develop skill and creativity along with critical judgment of literary forms as they compose their own nonfiction, short stories, novels, poems, and plays in Saddleback's creative writing courses. Students earning the Creative Writing Associate of Arts degree may transfer into degree programs such as: Creative Writing, English, English Literature, and English Education.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate the professional habits of creative writers: revision, workshoping, and submission for publication
- Use techniques from more than one genre in order to craft a variety of creative writing pieces
- Consider the role that current and historical context plays in the creation and interpretation of literary works
- Read, analyze, interpret, and produce texts in a variety of genres

Required Core

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
Required Courses		
ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
ENG 25*	Introduction to Literature	3
Or		
ENG 25H*	Honors Introduction to Literature	3
ENG 3*	Introduction to Creative Writing	3
ENG 17A*	Survey of English Literature – Beowulf To Romantic Movement	3
Or		
ENG 17B*	Survey of English Lit – Romantic Movement to the Present	3

Restricted Electives:

Area 1: (Select 6 units)

ENG 4*	Fiction Fundamentals	3
ENG 6 *	Introduction to Creative Nonfiction	3
ENG 9 *	Introduction to Writing Poetry	3

Area 2: (Select 6 units)

ENG 15A*	Survey of American Literature – 1620-1860	3
ENG 15B*	Survey of American Literature – 1860 - Contemporary	3
ENG 18*	Shakespeare – The Tragedies	3
ENG 21A*	World Literature – Ancient to 17 th Century	3
ENG 21B*	World Literature – 17 th Century to Modern Period	3

**SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022**

ENG 22*	Introduction to Shakespeare	
Or		
ENG 22H*	Honors Introduction to Shakespeare	3
ENG 24*	Ethnic Voices in Literature - The American Experience	3
ENG 27A*	Introduction to the Novel	
Or		
ENG 27H*	Honors Introduction to the Novel	3
ENG 44*	Classical Mythology	3
ENG 52*	The Film as Literature	3
ENG 142*	Children's Literature	3
ENG 107*	Writing the Fiction and/or Nonfiction Book	3
ENG 160*	Literary Magazine	3
	Total Units for the Major	25

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

Associate of Arts Degree

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

General Education Requirements for Associate Degrees

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

ENG 22*	Introduction to Shakespeare	
Or		
ENG 22H*	Honors Introduction to Shakespeare	3
ENG 24*	Ethnic Voices in Literature - The American Experience	3
ENG 27A*	Introduction to the Novel	
Or		
ENG 27H*	Honors Introduction to the Novel	3
ENG 44*	Classical Mythology	3
ENG 52*	The Film as Literature	3
ENG 142*	Children's Literature	3
ENG 107*	Writing the Fiction and/or Nonfiction Book	3
ENG 160*	Literary Magazine	3
	Total Units for the Major	25

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

Associate of Arts Degree

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

General Education Requirements for Associate Degrees

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

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

**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
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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
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Or

COMM 1H*	Honors Communication Fundamentals	3
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COMM 5	Interpersonal Communication	3
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A2 Written Communication

ENG 1A*	Principles of Composition I	4
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Or

ENG 1AH*	Honors Principles of Composition I	4
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A3 Critical Thinking

ENG 1B*	Principles of Composition II	3
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Or

ENG 1BH*	Honors Principles of Composition II	3
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ENG 70*	Critical Thinking, Reading, and Writing	3
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PHIL 12*	Introduction to Logic	3
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COMM 2*	Persuasion	3
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COMM 3*	Argumentation and Debate	3
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Area B: Scientific Inquiry and Quantitative Reasoning – 9

semester 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. with a

grade of C or better.

B1 Physical Science

ASTR 20	General Astronomy	3
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ASTR 20	General Astronomy	3
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And

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

GEOG 1H	Honors Physical Geography	3
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GEOG 1	Physical Geography	3
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And

GEOG 1L*#	Physical Geography Laboratory	1
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GEOL 1#	Introduction to Physical Geology	4
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GEOL 2*#	Historical Geology	4
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GEOL 3	Geology of California	3
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GEOL 4	Natural Disasters	3
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GEOL 7	Weather and Climate	3
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GEOL 20#	Introduction to Earth Science	4
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GEOL 21	The Solar System	3
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GEOL 23#	Environmental Geology	4
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MS 4#	Southern California Coastal Ecology	4
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MS 20#	Introduction to Oceanography	4
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PHYS 1A*#	Physics with Calculus for Chemistry and	
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	Life Sciences I	4
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PHYS 1B*#	Physics with Calculus for Chemistry and	
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	Life Sciences II	4
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PHYS 2A*#	Introduction to Physics	5
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PHYS 2B*#	Introduction to Physics	5
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PHYS 4A*#	General Physics	5
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PHYS 4B*#	General Physics	5
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PHYS 4C*#	General Physics	5
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PHYS 20#	The Ideas and Events of Physics	4
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B2 Biological Science

ANTH 1	Biological Anthropology	3
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Or

ANTH 1H	Honors Biological Anthropology	3
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ANTH 1	Biological Anthropology	3
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And

ANTH 1L*#	Biological Anthropology Laboratory	1
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BIO 3AH*#	Honors General Biology I	5
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BIO 3BH*#	Honors General Biology II	5
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BIO 3C*#	Biochemistry and Molecular Biology	5
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BIO 4A*#	Principles of Cellular Biology	4
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BIO 4B*#	Principles of Organismal Biology	4
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BIO 11*#	Human Anatomy	4
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BIO 12*#	Human Physiology	4
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BIO 15*#	General Microbiology	5
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BIO 19#	Marine Biology	4
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BIO 20#	Introduction to Biology	4
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BIO 22*	Human Genetics	3
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BIO 28*	Plants and Human Affairs	3
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BIO 30*	Human Biology	3
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BIO 31*#	Biology of Plants	4
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BIO 40	Evolution	3
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BIO 43*	Animal Behavior	3
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BIO 113#	Human Anatomy and Physiology	4
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ENV 5	Biodiversity Conservation	3
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ENV 18#	Introduction to Ecology	4
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ENV 24#	Natural History of California	4
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HORT 20#	Introduction to Horticultural Science	4
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PSYC 3*	Biological Psychology	4
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SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

B4 Mathematics			MUS 23	Introduction to World Music	3
MATH 2*	Pre-Calculus Mathematics	5	MUS 24	Music since 1900	3
MATH 3A*	Analytic Geometry and Calculus	5	MUS 27	History of Jazz	3
Or			MUS 28	History of Rock	3
MATH 3AH*	Honors Analytic Geometry and Calculus	5	MUS 32*	Singing Society	2
MATH 3B*	Analytic Geometry and Calculus	5	MUS 33*	Masterworks Chorale	2
MATH 3C*	Analytic Geometry and Calculus	5	MUS 34*	Early Music Ensemble	2
MATH 7*	College Algebra	5	MUS 35*	Contemporary Choir	2
MATH 8*	College Algebra for Brief Calculus	5	MUS 47*	Saddleback College Big Band	2
MATH 10*	Introduction to Statistics	3	PHOT 25	History of Photography	3
MATH 11*	A Brief Course in Calculus	5	TA 10	Musical Theatre Techniques	3
MATH 14*	Mathematics for Elementary School Teachers	4	TA 11	Stage Movement	3
MATH 24*	Elementary Differential Equations	4	TA 20	Theatre Appreciation	3
MATH 26*	Introduction to Linear Algebra	4	TA 22	Musical Theatre History and Appreciation	3
MATH 103*	Mathematical Ideas	3	TA 25	Theatre History – Primitive to Renaissance	3
MATH 124*	Trigonometry	3	TA 110	Chicana(o) Latina(o) Theatre	3
PSYC 44*	Statistics for the Behavioral Sciences	3	C2 Humanities		
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			ARAB 1*	Elementary Arabic	5
ARCH 12	History of Architecture	3	ARAB 2*	Elementary Arabic	5
ART 4	Fundamentals of Arts	3	ARAB 3*	Intermediate Arabic	5
ART 40	2-D Foundations	3	ARAB 4*	Intermediate Arabic	5
ART 41	Three-Dimensional Design	3	ARAB 10*	Intermediate Conversational Arabic	3
ART 42	Color Theory and Practice	3	ARAB 21	Introduction to Arabic Culture	3
ARTH 20	Art Appreciation	3	CHI 1*	Elementary Chinese	5
ARTH 21	Women and Art	3	CHI 2*	Elementary Chinese	5
ARTH 22	Survey of Asian Art	3	CHI 3*	Intermediate Chinese	5
ARTH 23	African, Oceanic, and Ancient North American Art	3	CHI 4*	Intermediate Chinese	5
ARTH 24	Indigenous Arts of the Americas	3	CHI 21*	Introduction to Chinese Culture and Influence in the U.S.	3
ARTH 25	Survey of Art History – Ancient Worlds to Gothic	3	COMM 30	Introduction to Oral Interpretation	3
ARTH 26*	Survey of Western Art History – Renaissance to Contemporary	3	ENG 3*	Introduction to Creative Writing	3
ARTH 27	History of American Art	3	ENG 4*	Fiction Fundamentals	3
ARTH 29	Introduction to World Art	3	ENG 15A*	Survey of American Literature – 1620-1860	3
ARTH 30	History of Modern Art 1825-1945	3	ENG 15B*	Survey of American Literature – 1860-Contemporary	3
ARTH 32	Survey of Contemporary Art	3	ENG 17A*	Survey of English Literature – Beowulf to Romantic Movement	3
COMM 32*	Interpreters' Theatre	3	ENG 17B*	Survey of English Lit – Romantic Movement to the Present	3
CTVR 2	History and Appreciation of Television Broadcasting	3	ENG 18*	Shakespeare – The Tragedies	3
CTVR 3	History and Appreciation of American Cinema	3	ENG 21A*	World Literature – Ancient to 17 th Century	3
CTVR 5	History and Appreciation of International Cinema	3	ENG 21B*	World Literature – 17 th Century to Modern Period	3
CTVR 7	Cross Cultural Cinema	3	ENG 22*	Introduction to Shakespeare	3
CTVR 9	Women in Cinema and Television	3	ENG 24*	Ethnic Voices in Literature – The American Experience	3
DANC 64	History of Dance	3	ENG 25*	Introduction to Literature	3
DANC 74	Multicultural Dance History in the United States	3	ENG 27A*	Introduction to the Novel	3
FA 27	Introduction to Fine Arts	3	Or		
FASH 144	Fashion Trends and Cultural Costumes	3	ENG 27AH*	Honors Introduction to the Novel	3
GD 1	History of Animation	3	ENG 44*	Classical Mythology	3
GD 2	History of Graphic Design	3	ENG 52*	The Film as Literature	3
HORT 115	History of Landscape Design	3	ENG 142*	Children's Literature	3
ID 110	Fundamentals of Interior Design	3	FR 1*	Elementary French	5
ID 122	History of Interior Architecture and Furnishings I	3	FR 2*	Elementary French	5
ID 125	History of Interior Architecture and Furnishings II	3	FR 3*	Intermediate French	5
MUS 1	The Basic of Music	3	FR 4*	Intermediate French	5
MUS 20	Music Appreciation	3	FR 10*	Intermediate Conversational French	3
			FR 21*	Introduction to French Language and Culture	3
			GER 1*	Elementary German	5
			GER 2*	Elementary German	5
			GER 3*	Intermediate German	5
			GER 4*	Intermediate German	5

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

HEBR 1*	Elementary Hebrew	5	SL 1*	American Sign Language I	4
HEBR 2*	Elementary Hebrew	5	SL 2*	American Sign Language II	4
HIST 4	World History to 1500	3	SL 3*	American Sign Language III	4
HIST 5	World History since 1500	3	SL 4*	American Sign Language IV	4
HIST 16	History of the United States to 1876	3	SL 10	Deaf Culture and Its History	3
HIST 17	History of the United States since 1876	3	SPAN 1*	Elementary Spanish	5
HON 11H*	Honors Culture, Science, Society – The Renaissance	3	Or		
HON 12H*	Honors Culture, Science, Society – The Post-Modern World	3	SPAN 1H*	Honors Elementary Spanish	5
HON 13H*	Honors Culture, Science, Society – Power, Resistance, Empire	3	SPAN 2*	Elementary Spanish	5
HON 14H*	Honors Culture, Science, Society – Trans-Formation of Empire	3	Or		
HON 15H*	Honors Culture, Science, Society – From Philosophy to Science	3	SPAN 2H*	Honors Elementary Spanish	5
HON 16H*	Honors Culture, Science, Society – Natural and Social Science	3	SPAN 3*	Intermediate Spanish	5
HUM 1*	Introduction to Humanities	3	SPAN 4*	Intermediate Spanish	5
HUM 2*	Origins of Western Culture in Literature	3	SPAN 10*	Intermediate Conversational Spanish	3
HUM 3*	The Culture of Medieval and Renaissance Europe	3	SPAN 11*	Advanced Conversational Spanish	3
HUM 21*	The Search for Meaning – Ideas of Self Across Cultures	3	SPAN 20A*	Civilization of Spain through 1898	3
HUM 25*	Planet Earth – Contemporary Issues and Controversies	3	SPAN 20B*	Civilization of Spain 1898 to Present	3
HUM 30BH*	Honors Culture, Science, Society B – Power, Resistance, Empire	3	SPAN 21A*	Civilization of Latin America through 1900	3
HUM 30CH*	Honors Culture, Science, Society C – Nature & Politics I	3	SPAN 21B*	Civilization of Latin America 1900-Present	3
HUM 31BH*	Honors Culture, Science, Society B – Transformation of Empire	3	SPAN 21C*	Hispanic Culture and Literature in the United States	3
HUM 31CH*	Honors Culture, Science, Society C – Nature & Politics II	3	Area D: Social Sciences 9 units required.		
ITA 1*	Elementary Italian	5	Choose three courses from a least two different subjects		
ITA 2*	Elementary Italian	5	ANTH 2	Cultural Anthropology	3
ITA 3*	Intermediate Italian	5	Or		
ITA 4*	Intermediate Italian	5	ANTH 2H	Honors Cultural Anthropology	3
ITA 21*	Introduction to Italian Culture	3	ANTH 3*	Culture and Language	3
JA 1*	Elementary Japanese	5	ANTH 4	Native American Cultures	3
JA 2*	Elementary Japanese	5	ANTH 5	Anthropology of Latin America-Culture, Identity, and Power	3
JA 3*	Intermediate Japanese	5	ANTH 6*	Global Issues in Anthropological Perspective	3
JA 4*	Intermediate Japanese	5	ANTH 8	World Prehistory	3
JA 21*	Introduction to Japanese Culture	3	ANTH 9	Introduction to Archaeology	3
KOR 1*	Elementary Korean	5	ANTH 13	Magic, Witchcraft, and Religion	3
KOR 2*	Elementary Korean	5	ANTH 15	The World of Primates	3
KOR 3*	Intermediate Korean	5	ANTH 17	The Biological Evolution of Human Nature	3
KOR 4*	Intermediate Korean	5	ANTH 21	Women, Gender, and Culture - Cross-Cultural Perspectives	3
KOR 21*	Introduction to Korean Culture	3	CDE 7*	Child Growth and Development	3
PHIL 1*	Introduction to Philosophy	3	Or		
Or			CDE 7H*	Honors Child Growth and Development	3
PHIL 1H*	Honors Introduction to Philosophy	3	CDE 15*	Child, Family, and Community	3
PHIL 5*	History of Modern Philosophy	3	COMM 20	Intercultural Communication	3
PHIL 10*	World Religions	3	CTVR 1	Mass Media and Society	3
PHIL 14*	Philosophy of Religion	3	ECON 2*	Principles (MACRO)	3
PHIL 15*	Introduction to Ethics	3	Or		
PORT 1*	Elementary Portuguese	5	ECON 2H*	Honors Principles of Macroeconomics	3
PORT 2*	Elementary Portuguese	5	ECON 4*	Principles (MICRO)	
PORT 3*	Intermediate Portuguese	5	Or		
PORT 4*	Intermediate Portuguese	5	ECON 4H*	Honors Principles of Microeconomics	3
PRSN 1*	Elementary Persian	5	ECON 11	International Political Economy	3
PRSN 2*	Elementary Persian	5	ENV 1	Introduction to Environmental Studies	3
PRSN 3*	Intermediate Persian	5	ENV 6*	Scarcity and Environment	3
PRSN 4*	Intermediate Persian	5	ES 1	Multicultural Experiences in the United States	3
PRSN 21*	Introduction to Persian Culture	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

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

GLST 1*	Introduction to Global Studies	3	SOC 125	Sociology of Aging	3
GLST 2*	Global Issues	3	GSS 10	Introduction to Women's Studies	3
HIST 11	Perspectives of Peace Studies	3	Or		
HIST 12	Revolutions and Revolts	3	GSS 10H	Honors Intro to Women's Studies	3
HIST 15	The Vietnam War	3	GSS 11H	Honors Introduction to Feminist Theory	3
HIST 16	History of the United States to 1876	3	GSS 15	Introduction to Queer Studies	3
HIST 17	History of the United States since 1876	3	GSS 31	Gender and Popular Culture	3
HIST 19	United States since 1945	3			
HIST 20	Ethnic Cultures of the United States	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		
HIST 21	Women in United States History – A Multi-Cultural Perspective	3	BUS 16	Personal Law, Street Law	3
HIST 22	Survey of United States History	3	CDE 7*	Child Growth and Development	3
HIST 27	Latin America – Pre-European to Independent Nationhood	3	Or		
HIST 28	Latin America – 1800 to the Present	3	CDE 7H*	Honors Child Growth and Development	3
HIST 29	Film and History in Latin America	3	CDE 126	School Age and Adolescent Development	3
HIST 30	History of Mexico	3	COUN 40	Educational and Vocational Planning	3
HIST 32	California History	3	COUN 150	Helping Relationships	3
HIST 33	Chicano – Latino American History	3	COUN 51	Human Relationships	3
HIST 62	European History to 1650	3	COUN 60	Career and Vocational Exploration	3
HIST 63	European History since 1650	3	DANC 38*	Intermediate Mat Pilates	1
HIST 70	History of Asia to 1800	3	DANC 38*	Intermediate Mat Pilates	1.5
HIST 71	History of Asia since 1800	3	DANC 51	Introduction to Ballet	1
HIST 72	History of China	3	DANC 51	Introduction to Ballet	1.5
HIST 74	History of the Middle East to 1800	3	DANC 52	Ballet Dancing Level I	1
HIST 75	History of the Modern Middle East	3	DANC 52	Ballet Dancing Level I	1.5
HIST 80	Introduction to Contemporary Africa	3	DANC 53*	Intermediate Ballet	1
HIST 81	African American History	3	DANC 53*	Intermediate Ballet	1.5
HS 100*	Introduction to Human Services	3	DANC 54	Introduction to Modern Dance	1
HS 120*	Human Development in the Social Environment	3	DANC 54	Introduction to Modern Dance	1.5
JRN 1	Mass Media and Society	3	DANC 55*	Modern Dance Level I	1
PS 1	American Government	3	DANC 55*	Modern Dance Level I	1.5
Or			DANC 56*	Intermediate Modern Dance	1
PS 1H	Honors American Government	3	DANC 56*	Intermediate Modern Dance	1.5
PS 4	Introduction to Political Science	3	DANC 57	Introduction to Jazz Dancing	1
PS 10H	Honors Political Theory	3	DANC 57	Introduction to Jazz Dancing	1.5
PS 11	International Political Economy	3	DANC 58	Jazz Dancing Level I	1
PS 12	Comparative Politics and Government	3	DANC 58	Jazz Dancing Level I	1.5
PS 14	International Relations	3	DANC 59*	Intermediate Jazz Dancing	1
PS 80	Introduction to Contemporary Africa	3	DANC 59*	Intermediate Jazz Dancing	1.5
PSYC 1	Introduction to Psychology	3	DANC 60	Introduction to Tap Dancing	1
Or			DANC 61	Tap Dancing Level I	1
PSYC 1H	Honors Introduction to Psychology	3	DANC 62*	Intermediate Tap Dancing	1
PSYC 2*	Research Methods in Psychology	3	DANC 63	Exercise for Dancers	1
Or			FASH 141	Apparel Selection	3
PSYC 2H*	Honors Research Methods in Psychology	3	FCS 115	Consumer Issues	3
PSYC 4	Introduction to Cognitive Psychology	3	FCS142	Life Management	3
PSYC 5*	Psychological Aspects of Human Sexuality	3	FN 50	Fundamentals of Nutrition	3
PSYC 7*	Developmental Psychology – Childhood through Adolescence	3	FN 64	Nutrition Issues and Controversies	3
PSYC 16*	Introduction to Cross-Culture Psychology	3	HLTH 1	Contemporary Health Issues	3
PSYC 21	The Psychology of Women	3	HLTH 3	Women's Health Issues	3
PSYC 30*	Social Psychology	3	HS 175	Substance Abuse Education, Prevention, and Intervention	3
PSYC 33	Psychology of Adjustment	3	HSC 151	Intro to Therapy and Career Exploration of Rehabilitation	3
PSYC 37*	Abnormal Behavior	3	KNEA 1	Adapted Strength Training	1
PSYC 25*	Psychology of Aging	3	KNEA 1	Adapted Strength Training	1.5
SOC 1	Introduction of Sociology	3	KNEA 107	Survey and Assessment of Fitness	1
SOC 2	Social Problems	3	KNEA 151	Intro to Therapy and Career Exploration of Rehabilitation	3
SOC 10	Introduction to Marriage and the Family	3	KNES 1	Cardiovascular Conditioning	1
SOC 15*	Socialization of the Child	3	KNES 1	Cardiovascular Conditioning	1.5
SOC 20	Ethnic Cultures of the United States	3	KNES 2	Strength Training	1.5
SOC 21	Women in Contemporary Society	3	KNES 3	Circuit Weight Training	1
SOC 23	Food and Society	3	KNES 3	Circuit Weight Training	1.5
SOC 25	Social Stratification	3			
SOC 30*	Social Psychology	3			

SADDLEBACK COLLEGE
REVISED PROGRAMS
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KNES 4	Beginning Weight Lifting	1	KNES 77*	Intermediate Volleyball	1
KNES 4	Beginning Weight Lifting	1.5	KNES 78*	Advanced Volleyball	1
KNES 5*	Intermediate Weight Lifting	1	KNES 79*	Advanced Baseball	1
KNES 5*	Intermediate Weight Lifting	1.5	KNES 81	Beginning Beach Volleyball	1
KNES 6*	Advanced Weight Lifting	1	KNES 84*	Intermediate Beach Volleyball	1
KNES 6*	Advanced Weight Lifting	1.5	KNES 88	Intermediate Rock Climbing	1
KNES 7	Step Training	1	KNES 90	Beginning Self-Defense	1
KNES 8	Beginning Cardio Kickboxing	1	KNES 91	Intermediate Self-Defense	1
KNES 8	Beginning Cardio Kickboxing	1.5	KNES 93	Beginning Karate	1
KNES 9	Stretching, Flexibility, and Conditioning	1	KNES 94	Beginning Aikido	1
KNES 9	Stretching, Flexibility, and Conditioning	1.5	KNES 95*	Intermediate Aikido	1
KNES 10	Cross Training	1	KNES 97*	Intermediate Karate	1
KNES 10	Cross Training	1.5	KNES 107	Fitness Assessment and Survey	1
KNES 17	Beginning Bowling	1	KNES 187	Beginning Pickleball	1
KNES 18*	Intermediate Bowling	1	KNES 199	Street Martial Arts	1
KNES 19	Beginning Cycling and Spinning	1	N 161	Lifecycle 2, Growth and Development	1.5
KNES 19	Beginning Cycling and Spinning	1.5	N 165	Lifecycle 1, Fundamentals of Aging	1.5
KNES 20	Beginning Golf I	1	PSYC 5*	Psychological Aspects of Human Sexuality	3
KNES 21*	Beginning Golf II	1	PSYC 7*	Developmental Psychology – Childhood	
KNES 22*	Intermediate Golf	1		Through Adolescence	3
KNES 22*	Intermediate Golf	1.5	PSYC 33	Psychology of Adjustment	3
KNES 23*	Advanced Golf	1	SOC 16	Death and Dying	3
KNES 24	Beginning Tennis I	1	SOC 180	Introduction to Aging	3
KNES 24	Beginning Tennis I	1.5	GSS 120	Women and Careers	3
KNES 25*	Beginning Tennis II	1	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.		
KNES 25*	Beginning Tennis II	1.5	*Course has a prerequisite, corequisite, limitation, or recommended preparation; see course description.		
KNES 26*	Intermediate Tennis	1			
KNES 26*	Intermediate Tennis	1.5			
KNES 27*	Advanced Tennis	1			
KNES 27*	Advanced Tennis	1.5			
KNES 28	Beginning Yoga	1			
KNES 28	Beginning Yoga	1.5			
KNES 29	Introduction to Tai Chi Ch'uan	1			
KNES 31	Muscle Toning for Women	1			
KNES 31	Muscle Toning for Women	1.5			
KNES 33*	Beginning Surfing I	1			
KNES 34*	Beginning Surfing II – Shortboarding	1			
KNES 37*	Intermediate Tai Chi Ch'uan	1			
KNES 38*	Intermediate Mat Pilates	1			
KNES 38*	Intermediate Mat Pilates	1.5			
KNES 39*	Intermediate Yoga	1			
KNES 39*	Intermediate Yoga	1.5			
KNES 41	Swimming for Nonswimmers	1			
KNES 41	Swimming for Nonswimmers	1.5			
KNES 42*	Intermediate Swimming	1			
KNES 42*	Intermediate Swimming	1.5			
KNES 44*	Aquatic Conditioning	1			
KNES 44*	Aquatic Conditioning	1.5			
KNES 49	Aqua Aerobics	1			
KNES 49	Aqua Aerobics	1.5			
KNES 50	Aerobic Dance	1			
KNES 50	Aerobic Dance	1.5			
KNES 63	Beginning Rock Climbing	1			
KNES 65	Introduction to Mat Pilates	1			
KNES 65	Introduction to Mat Pilates	1.5			
KNES 66	Core Training	1			
KNES 66	Core Training	1.5			
KNES 68	Walking for Fitness	1			
KNES 69	Trail Hiking	1			
KNES 70	Basketball	1			
KNES 70	Basketball	1.5			
KNES 71*	Advanced Basketball	1			
KNES 71*	Advanced Basketball	1.5			
KNES 72*	Beginning Soccer	1			
KNES 72*	Beginning Soccer	1.5			
KNES 76	Beginning Volleyball	1			

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

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.
- 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 <u>semester</u> units required. Complete one course in Area A1, A2, and A3 <u>with a grade of C or better.</u>		
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*	Critical Thinking, Reading, and Writing	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 semester 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 with a grade of "C" or better.

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
Or		
GEOL 21	The Solar System	3
CHEM 1A*#	General Chemistry	5
CHEM 1B*#	General Chemistry	5
CHEM 3*#	Fundamental Chemistry	4
CHEM 12A*#	Organic Chemistry	5
CHEM 12B*#	Organic Chemistry	5
CHEM 108#	Introduction to General, Organic, and Biochemistry	4
ENV 23#	Environmental Geology	4
Or		
GEOL 23#	Environmental Geology	4
ENV 38	Water Quality and Monitoring	3
GEOG 1	Physical Geography	3
Or		
GEOG 1H	Honors Physical Geography	3
GEOG 1	Physical Geography	3
And		
GEOG 1L*#	Physical Geography Laboratory	1
GEOL 1#	Introduction to Physical Geology	4
GEOL 2*#	Historical Geology	4
GEOL 3	Geology of California	3
GEOL 4	Natural Disasters	3
GEOL 7	Weather and Climate	3
GEOL 20#	Introduction to Earth Science	4
GEOL 21	The Solar System	3
Or		
ASTR 21	The Solar System	3
GEOL 23#	Environmental Geology	4
Or		
ENV 23#	Environmental Geology	4
MS 4#	Southern California Coastal Ecology	4
MS 20#	Introduction to Oceanography	4
PHYS 2A*#	Introduction to Physics	5
PHYS 2B*#	Introduction to Physics	5
PHYS 4A*#	General Physics	5
PHYS 4B*#	General Physics	5
PHYS 4C*#	General Physics	5
PHYS 20#	The Ideas and Events of Physics	4
PHYS 30*#	Physics and Chemistry For Elementary Educators	4
B2 Life Science		
ANTH 1	Biological Anthropology	3
Or		
ANTH 1H	Honors Biological Anthropology	3
ANTH 1	Biological Anthropology	3
And		
ANTH 1L*#	Biological Anthropology Laboratory	1
BIO 3AH*#	Honors General Biology I	5
BIO 3BH*#	Honors General Biology II	5
BIO 3C*#	Biochemistry and Molecular Biology	5
BIO 4A*#	Principles of Cellular Biology	4
BIO 4B*#	Principles of Organismal Biology	4
BIO 11*#	Human Anatomy	4
BIO 12*#	Human Physiology	4
BIO 15*#	General Microbiology	5
BIO 19#	Marine Biology	4
BIO 20#	Introduction to Biology	4
BIO 22*	Human Genetics	3
BIO 28	Plants and Human Affairs	3
BIO 30*	Human Biology	3
BIO 31*#	Biology of Plants	4

SADDLEBACK COLLEGE
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BIO 40	Evolution	3	CTVR 3	The History and Appreciation of American Cinema	3
BIO 43*	Animal Behavior	3	CTVR 5	History and Appreciation of International Cinema	3
BIO 113#	Human Anatomy and Physiology	4	CTVR 7	Cross Cultural Cinema	3
ENV 5	Biodiversity Conservation	3	CTVR 9	Women in Cinema and Television	3
ENV 18#	Introduction to Ecology	4	DANC 64	History of Dance	3
ENV 24#	Natural History of California	4	DANC 74	Multicultural Dance History in the United States	3
HORT 20#	Introduction to Horticultural Science	4	FASH 144	Fashion Trends and Cultural Costumes	3
PSYC 3*	Biological Psychology	4	GD 1	History of Animation	3
			GD 2	History of Graphic Design	3
			HORT 115	History of Landscape Design	3
			ID 110	Fundamentals of Interior Design	3
			ID 122	History of Interior Architecture and Furnishings I	3
			ID 125	History of Interior Architecture and Furnishings II	3
			MUS 1	The Basic of Music	3
			MUS 20	Music Appreciation	3
			MUS 23	Introduction to World Music	3
			MUS 24	Music Since 1900	3
			MUS 27	History of Jazz	3
			MUS 28	History of Rock	3
			MUS 32*	Singing Society	2
			MUS 33*	Masterworks Chorale	2
			MUS 34*	Early Music Ensemble	2
			MUS 35*	Contemporary Choir	2
			MUS 47*	Saddleback College Big Band	2
			PHOT 25	History of Photography	3
			TA 10	Musical Theatre Techniques	3
			TA 11	Stage Movement	3
			TA 20	Theatre Appreciation	3
			TA 22	Musical Theatre History and Appreciation	3
			TA 25	Theatre History – Primitive to Renaissance	3
			C2 Humanities		
			ARAB 1*	Elementary Arabic	5
			ARAB 2*	Elementary Arabic	5
			ARAB 3*	Intermediate Arabic	5
			ARAB 4*	Intermediate Arabic	5
			ARAB 10*	Intermediate Conversational Arabic	3
			ARAB 21	Introduction to Arabic Culture	3
			CHI 1*	Elementary Chinese	5
			CHI 2*	Elementary Chinese	5
			CHI 3*	Intermediate Chinese	5
			CHI 4*	Intermediate Chinese	5
			CHI 21*	Introduction to Chinese Culture and Influence in the U.S.	3
			COMM 30	Introduction to Oral Interpretation	3
			ENG 3*	Introduction to Creative Writing	3
			ENG 4*	Fiction Fundamentals	3
			ENG 15A*	Survey of American Literature – 1620-1860	3
			ENG 15B*	Survey of American Literature – 1860-Contemporary	3
			ENG 17A*	Survey of English Literature – Beowulf to Romantic Movement	3
			ENG 17B*	Survey of English Lit – Romantic Movement to the Present	3
			ENG 18*	Shakespeare – The Tragedies	3
			ENG 21A*	World Literature – Ancient to 17 th Century	3
			ENG 21B*	World Literature – 17 th Century to Modern Period	3
B3 Laboratory Activity – One science course MUST have a laboratory. # Denotes laboratory course					
B4 Mathematics/Quantitative Reasoning					
MATH 2*	Pre-Calculus Mathematics	5			
MATH 3A*	Analytic Geometry and Calculus	5			
Or					
MATH 3AH*	Honors Analytic Geometry and Calculus	5			
MATH 3B*	Analytic Geometry and Calculus	5			
MATH 3C*	Analytic Geometry and Calculus	5			
MATH 7*	College Algebra	5			
MATH 8*	College Algebra for Brief Calculus	5			
MATH 10*	Introduction to Statistics	3			
MATH 11*	A Brief Course in Calculus	5			
MATH 14*	Mathematics for Elementary School Teachers	5			
MATH 24*	Elementary Differential Equations	4			
MATH 26*	Introduction to Linear Algebra	4			
MATH 30A	Computer Discrete Mathematics I	3			
Or					
CS 30A	Computer Discrete Mathematics I	3			
MATH 30B	Computer Discrete Mathematics II	3			
Or					
CS 30B	Computer Discrete Mathematics II	3			
MATH 103*	Mathematical Ideas	3			
MATH 124*	Trigonometry	3			
PSYC 44*	Statistics for the Behavioral Sciences	3			
Area C: Arts and Humanities 9 <u>semester</u> units required. Complete one course from Area C1 and one course from Area C2. Complete a third course from either Area.					
C1Arts					
ARCH 12	History of Architecture	3			
ART 4	Fundamentals of Arts	3			
ART 40	2-D Foundations	3			
ART 41*	Three-Dimensional Design	3			
ART 42*	Color Theory and Practice	3			
ARTH 20	Art Appreciation	3			
ARTH 21	Women and Art	3			
ARTH 22	Survey of Asian Art (India, China, Japan, and Korea)	3			
ARTH 23	African, Oceanic, and Ancient North American Art	3			
ARTH 24	Indigenous Arts of the Americas	3			
ARTH 25	Survey of Art History – Ancient Worlds to Gothic	3			
ARTH 26*	Survey of Western Art History – Renaissance to Contemporary	3			
ARTH 27	History of American Art	3			
ARTH 29	Introduction to World Art	3			
ARTH 30	History of Modern Art 1825-1945	3			
ARTH 32	Survey of Contemporary Art	3			
COMM 32*	Interpreters' Theatre	3			
CTVR 2	History and Appreciation of Television Broadcasting	3			

SADDLEBACK COLLEGE
REVISED PROGRAMS
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ENG 22*	Introduction to Shakespeare	3	KOR 4*	Intermediate Korean	5
<u>Or</u>			KOR 21*	Introduction to Korean Culture	3
ENG 22H*	Honors Introduction to Shakespeare	3	PHIL 1*	Introduction to Philosophy	3
ENG 24*	Ethnic Voices in Literature – The American Experience	3	<u>Or</u>		
ENG 25*	Introduction to Literature	3	PHIL 1H*	Honors Introduction to Philosophy	3
<u>Or</u>			PHIL 5*	History of Modern Philosophy	3
ENG 25H*	Honors Introduction to Literature	3	PHIL 10*	World Religions	3
ENG 27A*	Introduction to the Novel	3	PHIL 14*	Philosophy of Religion	3
<u>Or</u>			PHIL 15*	Introduction to Ethics	3
ENG 27AH*	Honors Introduction to the Novel	3	PORT 1*	Elementary Portuguese	5
ENG 44*	Classical Mythology	3	PORT 2*	Elementary Portuguese	5
ENG 52*	The Film as Literature	3	PORT 3*	Intermediate Portuguese	5
ENG 142*	Children's Literature	3	PORT 4*	Intermediate Portuguese	5
FR 1*	Elementary French	5	PRSN 1*	Elementary Persian	5
FR 2*	Elementary French	5	PRSN 2*	Elementary Persian	5
FR 3*	Intermediate French	5	PRSN 3*	Intermediate Persian	5
FR 4*	Intermediate French	5	PRSN 4*	Intermediate Persian	5
FR 10*	Intermediate Conversational French	3	PRSN 21*	Introduction to Persian Culture	3
FR 21*	Introduction to French Language and Culture	3	SL 1*	American Sign Language I	4
GER 1*	Elementary German	5	SL 2*	American Sign Language II	4
GER 2*	Elementary German	5	SL 3*	American Sign Language III	4
GER 3*	Intermediate German	5	SL 4*	American Sign Language IV	4
GER 4*	Intermediate German	5	SL 10	Deaf Culture and Its History	3
			SPAN 1*	Elementary Spanish	5
			<u>Or</u>		
GER 21*	Introduction to German Culture	3	SPAN 1H*	Honors Elementary Spanish	5
HEBR 1*	Elementary Hebrew	5	SPAN 2*	Elementary Spanish	5
HEBR 2*	Elementary Hebrew	5	<u>Or</u>		
HIST 4	World History to 1500	3	SPAN 2H*	Honors Elementary Spanish	5
HIST 5	World History since 1500	3	SPAN 3*	Intermediate Spanish	5
HIST 16 \pm	History of the United States to 1876	3	SPAN 4*	Intermediate Spanish	5
HIST 17 \pm	History of the United States since 1876	3	SPAN 10*	Intermediate Conversational Spanish	3
HON 11H*	Honors Culture, Science, Society – Renaissance	3	SPAN 11*	Advanced Conversational Spanish	3
HON 12H*	Honors Culture, Science, Society – The Post-Modern World	3	SPAN 20A*	Civilization of Spain through 1898	3
HON 13H*	Honors Culture, Science, Society – Power, Resistance, Empire	3	SPAN 21A*	Civilization of Latin America through 1900	3
HON 14H*	Honors Culture, Science, Society – Trans-Formation of Empire	3	SPAN 21B*	Civilization of Latin America 1900-Present	3
HON 15H*	Honors Culture, Science, Society – From Philosophy to Science	3	SPAN 21C*	Hispanic Culture and Literature in the United States	3
HON 16H*	Honors Culture, Science, Society – Natural and Social Science	3			
HUM 1*	Introduction to Humanities	3	Area D: Social Sciences 9 <u>semester</u> units required.		
HUM 2*	Origins of Western Culture in Literature	3	Complete three courses from <u>at</u> least 2 different subjects		
HUM 3*	The Culture of Medieval and Renaissance Europe	3	ANTH 2	Cultural Anthropology	3
HUM 21*	The Search for Meaning – Ideas of Self Across Cultures	3	<u>Or</u>		
HUM 25*	Planet Earth – Contemporary Issues and Controversies	3	ANTH 2H	Honors Cultural Anthropology	3
ITA 1*	Elementary Italian	5	ANTH 3*	Culture and Language	3
ITA 2*	Elementary Italian	5	ANTH 4	Native American Cultures	3
ITA 3*	Intermediate Italian	5	ANTH 5	Anthropology of Latin America-Culture, Identity, and Power	3
ITA 4*	Intermediate Italian	5			
ITA 21*	Introduction to Italian Culture	3	ANTH 6*	Global Issues in Anthropological Perspective	3
JA 1*	Elementary Japanese	5	ANTH 8	World Prehistory	3
JA 2*	Elementary Japanese	5	ANTH 9	Introduction to Archaeology	3
JA 3*	Intermediate Japanese	5	ANTH 13	Magic, Witchcraft, and Religion	3
JA 4*	Intermediate Japanese	5	ANTH 15	The World of Primates	3
JA 21*	Introduction to Japanese Culture	3	ANTH 17	The Biological Evolution of Human Nature	3
KOR 1*	Elementary Korean	5	ANTH 21	Women, Gender, and Culture - Cross-Cultural Perspectives	3
KOR 2*	Elementary Korean	5			
KOR 3*	Intermediate Korean	5	CDE 7* \pm	Child Growth and Development	3
			CDE 15*	Child, Family, and Community	3
			COMM 20	Intercultural Communication	3
			CTVR 1	Mass Media and Society	3
			<u>Or</u>		
			JRN 1	Mass Media and Society	3

SADDLEBACK COLLEGE
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ECON 2*	Principles (MACRO)	3	PS 10H	Honors Political Theory	3
Or			PS 11	International Political Economy	3
ECON 2H*	Honors Principles of Macroeconomics	3	<u>Or</u>		
ECON 4*	Principles (MICRO)		ECON 11	International Political Economy	3
Or			PS 12	Comparative Politics and Government	3
ECON 4H*	Honors Principles of Microeconomics	3	PS 14	International Relations	3
ECON 11	International Political Economy	3	PS 80	Introduction to Contemporary Africa	3
<u>Or</u>			<u>Or</u>		
PS 11	International Political Economy	3	HIST 80	Introduction to Contemporary Africa	3
ENV 1	Introduction to Environmental Studies	3	PSYC 1	Introduction to Psychology	3
ENV 6*	Scarcity and Environment	3	Or		
ES 1	Introduction to Ethnic Studies: Making Culture	3	PSYC 1H	Honors Introduction to Psychology	3
ES 3	Introduction to Chicanx and Latinx Cultures	3	PSYC 2*	Research Methods in Psychology	3
GEOG 2	Cultural Geography	3	Or		
Or			PSYC 2H*	Honors Research Methods in Psychology	3
GEOG 2H	Honors Cultural Geography	3	PSYC 4	Introduction to Cognitive Psychology	3
GEOG 3	World Regional Geography	3	PSYC 5* [±]	Psychological Aspects of Human Sexuality	3
GEOG 38	California Geography	3	PSYC 7* [±]	Developmental Psychology – Childhood through Adolescence	3
GLST 1*	Introduction to Global Studies	3	PSYC 16*	Introduction to Cross-Cultural Psychology	3
GLST 2*	Global Issues	3	PSYC 21	The Psychology of Women	3
GSS 10	Introduction to Women's Studies	3	PSYC 25*	Psychology of Aging	3
Or			PSYC 30*	Social Psychology	3
GSS 10H	Honors Intro to Women's Studies	3	<u>Or</u>		
GSS 11H	Honors Introduction to Feminist Theory	3	SOC 30*	Social Psychology	3
GSS 15	Introduction to Queer Studies	3	PSYC 33 [±]	Psychology of Adjustment	3
GSS 31	Gender and Popular Culture	3	PSYC 37*	Abnormal Behavior	3
HIST 11	Perspectives of Peace Studies	3	SOC 1	Introduction to Sociology	3
HIST 12	Revolutions and Revolts	3	<u>Or</u>		
HIST 15	The Vietnam War	3	SOC 1H	Honors Introduction to Sociology	3
HIST 16 [±]	History of the United States to 1876	3	SOC 2	Social Problems	3
HIST 17 [±]	History of the United States since 1876	3	<u>Or</u>		
HIST 19	United States since 1945	3	SOC 2H	Honors Social Problems	3
HIST 20	Ethnic Cultures of the United States	3	SOC 10	Introduction to Marriage and the Family	3
<u>Or</u>			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
HIST 21	Women in United States History – A Multi-Cultural Perspective	3	<u>Or</u>		
HIST 22	Survey of United States History	3	HIST 20	Ethnic Cultures of the United States	3
HIST 27	Latin America – Pre-European to Independent Nationhood	3	SOC 21	Women in Contemporary Society	3
HIST 28	Latin America – 1800 to the Present	3	SOC 23	Food and Society	3
HIST 30	History of Mexico	3	SOC 25	Social Stratification	3
HIST 32	California History	3	SOC 30*	Social Psychology	3
HIST 33	Chicano – Latino American History	3	<u>Or</u>		
HIST 62	European History to 1650	3	PSYC 30*	Social Psychology	3
HIST 63	European History since 1650	3	SOC 125	Sociology of Aging	3
HIST 70	History of Asia to 1800	3	AREA E: Lifelong Understanding and Self-Development 3		
HIST 71	History of Asia since 1800	3	<u>semester</u> units required. A maximum of 2 units <u>of</u>		
HIST 72	History of China	3	DANC/KNES/KNEA <u>activity courses are permitted.</u>		
HIST 74	History of the Middle East to 1800	3	BUS 16	Personal Law, Street Law	3
HIST 75	History of the Modern Middle East	3	CDE 7* [±]	Child Growth and Development	3
HIST 80	Introduction to Contemporary Africa	3	CDE 126*	School Age and Adolescent Development	3
<u>Or</u>			COUN 40	College and Career Success	3
PS 80	Introduction to Contemporary Africa	3	COUN 51	Human Relationships	3
HIST 81	African American History	3	COUN 60	Career Exploration	3
JRN 1	Mass Media and Society	3	COUN 150	Helping Skills for Interpersonal Relationships	3
<u>Or</u>			DANC 51	Introduction to Ballet	1
CTVR 1	Mass Media and Society	3	DANC 51	Introduction to Ballet	1.5
PS 1	American Government	3	DANC 52	Ballet Dancing Level I	1
Or			DANC 52	Ballet Dancing Level I	1.5
PS 1H	Honors American Government	3	DANC 53*	Intermediate Ballet	1
PS 4	Introduction to Political Science	3	DANC 53*	Intermediate Ballet	1.5

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DANC 54	Introduction to Modern Dance	1	KNES 19	Beginning Cycling and Spinning	1
DANC 54	Introduction to Modern Dance	1.5	KNES 19	Beginning Cycling and Spinning	1.5
DANC 55*	Modern Dance Level I	1	KNES 20	Beginning Golf I	1
DANC 55*	Modern Dance Level I	1.5	KNES 21*	Beginning Golf II	1
DANC 56*	Intermediate Modern Dance	1	KNES 22*	Intermediate Golf	1
DANC 56*	Intermediate Modern Dance	1.5	KNES 22*	Intermediate Golf	1.5
DANC 57	Introduction to Jazz Dancing	1	KNES 23*	Advanced Golf	1
DANC 57	Introduction to Jazz Dancing	1.5	KNES 24	Beginning Tennis I	1
DANC 59*	Intermediate Jazz Dancing	1	KNES 24	Beginning Tennis I	1.5
DANC 59*	Intermediate Jazz Dancing	1.5	KNES 25*	Beginning Tennis II	1
DANC 60	Introduction to Tap Dancing	1	KNES 25*	Beginning Tennis II	1.5
DANC 61	Tap Dancing Level I	1	KNES 26*	Intermediate Tennis	1
DANC 62*	Intermediate Tap Dancing	1	KNES 26*	Intermediate Tennis	1.5
DANC 63	Exercise for Dancers	1	KNES 27*	Advanced Tennis	1
KNES 65	Introduction to Mat Pilates	1	KNES 27*	Advanced Tennis	1.5
KNES 65	Introduction to Mat Pilates	1.5	KNES 28	Beginning Yoga	1
FASH 141	Apparel Selection	3	KNES 28	Beginning Yoga	1.5
FCS 115	Consumer Issues	3	KNES 29	Introduction to Tai Chi Ch'uan	1
FCS142	Life Management	3	KNES 31	Muscle Toning for Women	1
FN 50	Fundamentals of Nutrition	3	KNES 31	Muscle Toning for Women	1.5
FN 64	Nutrition Issues and Controversies	3	KNES 33*	Beginning Surfing I	1
FN 169	Lifecycle Nutrition	3	KNES 34*	Beginning Surfing II – Shortboarding	1
GSS 120	Women and Careers	3	KNES 37*	Intermediate Tai Chi Ch'uan	1
HLTH 1	Contemporary Health Issues	3	KNES 38*	Intermediate Mat Pilates	1
HLTH 3	Women's Health Issues	3	KNES 38*	Intermediate Mat Pilates	1.5
HS 175	Substance Abuse Education, Prevention, and Intervention	3	KNES 39*	Intermediate Yoga	1
HSC 151	Intro to Therapy and Career Exploration of Rehabilitation	3	KNES 39*	Intermediate Yoga	1.5
Or			KNES 41	Swimming for Nonswimmers	1
KNEA 151	Intro to Therapy and Career Exploration of Rehabilitation	3	KNES 41	Swimming for Nonswimmers	1.5
KNEA 1	Adapted Strength Training	1	KNES 42*	Intermediate Swimming	1
KNEA 1	Adapted Strength Training	1.5	KNES 42*	Intermediate Swimming	1.5
KNEA 5	Adapted Swimming	.5	KNES 44*	Aquatic Conditioning	1
KNEA 5	Adapted Swimming	1	KNES 44*	Aquatic Conditioning	1.5
KNEA 5	Adapted Swimming	1.5	KNES 49	Aqua Aerobics	1
KNEA 7	Adapted Water Exercise and Aerobics	.5	KNES 49	Aqua Aerobics	1.5
KNEA 7	Adapted Water Exercise and Aerobics	1	KNES 50	Aerobic Dance	1
KNEA 7	Adapted Water Exercise and Aerobics	1.5	KNES 50	Aerobic Dance	1.5
KNEA 107	Survey and Assessment of Fitness	1	KNES 63	Beginning Rock Climbing	1
KNEA 151	Intro to Therapy and Career Exploration of Rehabilitation	3	KNES 65	Introduction to Mat Pilates	1
Or			KNES 65	Introduction to Mat Pilates	1.5
HSC 151	Intro to Therapy and Career Exploration of Rehabilitation	3	KNES 66	Core Training	1
KNES 1	Cardiovascular Conditioning	1	KNES 66	Core Training	1.5
KNES 1	Cardiovascular Conditioning	1.5	KNES 68	Walking for Fitness	1
KNES 2	Strength Training	1.5	KNES 69	Trail Hiking	1
KNES 3	Circuit Weight Training	1	KNES 70	Basketball	1
KNES 3	Circuit Weight Training	1.5	KNES 70	Basketball	1.5
KNES 4	Beginning Weight Lifting	1	KNES 71*	Advanced Basketball	1
KNES 4	Beginning Weight Lifting	1.5	KNES 71*	Advanced Basketball	1.5
KNES 5*	Intermediate Weight Lifting	1	KNES 76	Beginning Volleyball	1
KNES 5*	Intermediate Weight Lifting	1.5	KNES 77*	Intermediate Volleyball	1
KNES 6*	Advanced Weight Lifting	1	KNES 78*	Advanced Volleyball	1
KNES 6*	Advanced Weight Lifting	1.5	KNES 79*	Advanced Baseball	1
KNES 7	Step Training	1	KNES 81	Beginning Beach Volleyball	1
KNES 8	Beginning Cardio Kickboxing	1	KNES 84*	Intermediate Beach Volleyball	1
KNES 8	Beginning Cardio Kickboxing	1.5	KNES 88	Intermediate Rock Climbing	1
KNES 9	Stretching, Flexibility, and Conditioning	1	KNES 90	Beginning Self-Defense	1
KNES 9	Stretching, Flexibility, and Conditioning	1.5	KNES 91*	Intermediate Self-Defense	1
KNES 10	Cross Training	1	KNES 93	Beginning Karate	1
KNES 10	Cross Training	1.5			
KNES 17	Beginning Bowling	1			
KNES 18*	Intermediate Bowling	1			

SADDLEBACK COLLEGE
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KNES 97*	Intermediate Karate	1
KNES 107	Fitness Assessment and Survey	1
KNES 175	Futsal-Indoor Soccer	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 16	Death and Dying	3
SOC 180	Introduction to Aging	3

‡ Course may be listed in more than one area, but shall not be certified in more than one area

**CSU GRADUATION REQUIREMENT IN U.S. HISTORY,
CONSTITUTION AND AMERICAN IDEALS:**

This CSU requirement can be met prior to transfer by completing PS 1 or 1H AND one U.S. History course selected from HIST 16, 17, or 22. Courses taken to meet this requirement can also be used for 6 of the 9 units required in Area D.

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

SADDLEBACK COLLEGE
REVISED PROGRAMS
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**Current
General Education**

IGETC 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.

Course ID	Title	Units
Required Core 37 Units		
Area 1: English Communication		
A. English Composition		
ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
B. Critical Thinking/Composition – Choose one course:		
ENG 1B*	Principles of Composition II	3
ENG 1BH*	Honors Principles of Composition II	3
ENG 70*	Critical Thinking, Reading, and Writing	3
C. Oral Communication – Required for CSU Transfer ONLY		
COMM 1*	Communication Fundamentals	3
Or		
COMM 1H*	Honors Communication Fundamentals	3
Area 2: Mathematical Concepts – 3 units required –		
Choose one course:		
MATH 2*	Pre-Calculus Mathematics	5
MATH 3A*	Analytic Geometry and Calculus	5
Or		
MATH 3AH*	Honors Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5
MATH 3C*	Analytic Geometry and Calculus	5
MATH 7*	College Algebra	5
MATH 8*	College Algebra for Brief Calculus	5
MATH 10*	Introduction to Statistics	3
MATH 11*	A Brief Course in Calculus	5
MATH 24*	Elementary Differential Equations	4
MATH 26*	Introduction to Linear Algebra	4
PSYC 44*	Statistics for the Behavioral Sciences	3
Area 3: Arts and Humanities 9 units required. Complete one course from the Arts and one from the Humanities. Select a third course from either		
A. Arts		
ARCH 12	History of Architecture	3
ART 4	Fundamentals of Arts	3
ARTH 20	Art Appreciation	3
ARTH 21	Women and Art	3

ARTH 22	Survey of Asian Art (India, China, Japan, And Korea)	3
ARTH 23	African, Oceanic, and Ancient North American Art	3
ARTH 24	Indigenous Arts of the Americas	3
ARTH 25	Survey of Art History – Ancient Worlds to Gothic	3
ARTH 26*	Survey of Western Art History Renaissance to Contemporary	3
ARTH 27	History of American Art	3
ARTH 29	Introduction to World Art	3
ARTH 30	History of Modern Art 1825-1945	3
ARTH 32	Survey of Contemporary Art	3
CTVR 2	History and Appreciation of Television Broadcasting	3
CTVR 3	The History and Appreciation of American Cinema	3
CTVR 5	History and Appreciation of International Cinema	3
CTVR 7	Cross Cultural Cinema	3
CTVR 9	Women in Cinema and Television	3
DANC 64	History of Dance	3
DANC 74	Multicultural Dance History in the United States	3
FA 27	Introduction to Fine Arts	3
GD 1	History of Animation	3
GD 2	History of Graphic Design	3
MUS 20	Music Appreciation	3
MUS 23	Introduction to World Music	3
MUS 24	Music Since 1900	3
MUS 27	History of Jazz	3
MUS 28	History of Rock	3
PHOT 25	History of Photography	3
TA 20	Theatre Appreciation	3
TA 25	Theatre History – Primitive to Renaissance	3
B. Humanities		
ARAB 2*	Elementary Arabic	5
ARAB 3*	Intermediate Arabic	5
ARAB 4*	Intermediate Arabic	5
ARAB 21	Introduction to Arabic Culture	3
CHI 2*	Elementary Chinese	5
CHI 3*	Intermediate Chinese	5
CHI 4*	Intermediate Chinese	5
CHI 21*	Introduction to Chinese Culture and Influence in the U.S.	3
ENG 15A*	Survey of American Literature – 1620-1860	3
ENG 15B*	Survey of American Literature – 1860-Contemporary	3
ENG 17A*	Survey of English Literature – Beowulf to Romantic Movement	3
ENG 17B*	Survey of English Lit – Romantic Movement to the Present	3
ENG 18*	Shakespeare – The Tragedies	3
ENG 21A*	World Literature – Ancient to 17 th Century	3
ENG 21B*	World Literature – 17 th Century to Modern Period	3
ENG 22*	Introduction to Shakespeare	3
ENG 24*	Ethnic Voices in Literature – The American Experience	3
ENG 25*	Introduction to Literature	3
ENG 27A*	Introduction to the Novel	3
Or		
ENG 27AH*	Honors Introduction to the Novel	3
ENG 44*	Classical Mythology	3

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ENG 52*	The Film as Literature	3	PRSN 21*	Introduction to Persian Culture	3
FR 2*	Elementary French	5	SL 2*	American Sign Language II	4
FR 3*	Intermediate French	5	SL 3*	American Sign Language III	4
FR 4*	Intermediate French	5	SL 4*	American Sign Language IV	4
FR 21*	Introduction to French Language and Culture	3	SPAN 2*	Elementary Spanish	5
			Or		
GER 2*	Elementary German	5	SPAN 2H*	Honors Elementary Spanish	5
GER 3*	Intermediate German	5	SPAN 3	Intermediate Spanish	5
GER 4*	Intermediate German	5	SPAN 4*	Intermediate Spanish	5
HEBR 2*	Elementary Hebrew	5	SPAN 20A*	Civilization of Spain through 1898	3
HIST 4	World History to 1500	3	SPAN 20B*	Civilization of Spain 1898 to Present	3
HIST 5	World History since 1500	3	SPAN 21A*	Civilization of Latin America through 1900	3
HIST 16	History of the United States to 1876	3	SPAN 21B*	Civilization of Latin America 1900-Present	3
HIST 17	History of the United States since 1876	3	SPAN 21C*	Hispanic Culture and Literature in the United States	3
HIST 30	History of Mexico	3			
HIST 70	History of Asia to 1800	3			
HIST 71	History of Asia Since 1800	3			
HIST 72	History of China	3			
HIST 75	History of the Modern Middle East	3			
HON 11H*	Honors Culture, Science, Society – Renaissance	3			
			Area 4: Social and Behavioral Science 9 units required.		
HON 12H*	Honors Culture, Science, Society – The Postmodern World	3	Choose three courses from a least two different subjects		
			ANTH 2	Cultural Anthropology	3
HON 13H*	Honors Culture, Science, Society – Power, Resistance, Empire	3	Or		
			ANTH 2H	Honors Cultural Anthropology	3
HON 14H*	Honors Culture, Science, Society – Trans-Formation of Empire	3	ANTH 3*	Culture and Language	3
			ANTH 4	Native American Cultures	3
HON 15H*	Honors Culture, Science, Society – From Philosophy to Science	3	ANTH 5	Anthropology of Latin America-Culture, Identity, and Power	3
				Global Issues in Anthropological Perspective	3
HON 16H*	Honors Culture, Science, Society – Natural And Social Science	3	ANTH 6*		
				World Prehistory	3
HUM 1*	Introduction to Humanities	3	ANTH 8	World Prehistory	3
HUM 2*	Origins of Western Culture in Literature	3	ANTH 9	Introduction to Archaeology	3
HUM 3*	The Culture of Medieval and Renaissance Europe	3	ANTH 13	Magic, Witchcraft, and Religion	3
			ANTH 15	The World of Primates	3
			ANTH 17	The Biological Evolution of Human Nature	3
HUM 21*	The Search for Meaning – Ideas of Self Across Cultures	3	ANTH 21	Women, Gender, and Culture - Cross-Cultural Perspectives	3
				Child Growth and Development	3
HUM 30BH*	Honors Culture, Science, Society B-Power, Resistance, Empire	3	CDE 7*		
HUM 30CH*	Honors Culture, Science, Society C – Nature & Politics I	3	Or		
HUM 31BH*	Honors Culture, Science, Society B-Transformation of Empire	3	CDE 7H*	Honors Child Growth and Development	3
HUM 31CH*	Honors Culture, Science, Society C – Nature & Politics II	3	CDE 15*	Child, Family, and Community	3
ITA 2*	Elementary Italian	5	CTVR 1	Mass Media and Society	3
ITA 3*	Intermediate Italian	5	ECON 2*	Principles (MACRO)	3
ITA 4*	Intermediate Italian	5	Or		
ITA 21*	Introduction to Italian Culture	3	ECON 2H*	Honors Principles of Macroeconomics	3
JA 2*	Elementary Japanese	5	ECON 4	Principles (MICRO)	3
JA 3*	Intermediate Japanese	5	Or		
JA 4*	Intermediate Japanese	5	ECON 4H*	Honors Principles of Microeconomics	3
JA 21*	Introduction to Japanese Culture	3	ECON 11	International Political Economy	3
KOR 2*	Elementary Korean	5	ENV 1	Introduction to Environmental Studies	3
KOR 3*	Intermediate Korean	5	ENV 6*	Scarcity and Environment	3
KOR 4*	Intermediate Korean	5	ES 1	Multicultural Experiences in the United States	3
KOR 21*	Introduction to Korean Culture	3	ES 3	Introduction to Chicanx and Latinx Cultures	3
PHIL 1*	Introduction to Philosophy	3			
			GEOG 2	Cultural Geography	3
PHIL 1H*	Honors Introduction to Philosophy	3	Or		
PHIL 5*	History of Modern Philosophy	3	GEOG 2H	Honors Cultural Geography	3
PHIL 10*	World Religions	3	GEOG 3	World Regional Geography	3
PHIL 14*	Philosophy of Religion	3	GEOG 38	California Geography	3
PHIL 15*	Introduction to Ethics	3	GLST 1*	Introduction to Global Studies	3
PORT 2*	Elementary Portuguese	5	GLST 2*	Global Issues	3
PORT 3*	Intermediate Portuguese	5	HIST 11	Perspectives of Peace Studies	3
PORT 4*	Intermediate Portuguese	5	HIST 12	Revolutions and Revolts	3
PRSN 2*	Elementary Persian	5	HIST 15	The Vietnam War	3
PRSN 3*	Intermediate Persian	5	HIST 16	History of the United States to 1876	3
PRSN 4*	Intermediate Persian	5	HIST 17	History of the United States since 1876	3
			HIST 19	United States since 1945	3
			HIST 20	Ethnic Cultures of the United States	3
			HIST 21	Women in United States History – A Multi-Cultural Perspective	3
			HIST 22	Survey of United States History	3

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HIST 27	Latin America – Pre-European Independent Nationhood	3	CHEM 1B*#	General Chemistry	5
HIST 28	Latin America – 1800 to the Present	3	CHEM 2*#	General Chemistry Principles	2
HIST 29	Film and History in Latin America	3	CHEM 3*#	Fundamental Chemistry	4
HIST 30	History of Mexico	3	CHEM 12A*#	Organic Chemistry	5
HIST 32	California History	3	CHEM 12B*#	Organic Chemistry	5
HIST 33	Chicano – Latino American History	3	CHEM 13*	Organic Chemistry Principles	3
HIST 62	European History to 1650	3	ENV 5	Biodiversity Conservation	3
HIST 63	European History since 1650	3	ENV 23#	Environmental Geology	4
HIST 70	History of Asia to 1800	3	GEOG 1	Physical Geography	3
HIST 71	History of Asia since 1800	3	Or		
HIST 72	History of China	3	GEOG 1H	Honors Physical Geography	3
HIST 74	History of the Middle East to 1800	3	GEOG 1	Physical Geography	3
HIST 75	History of the Modern Middle East	3	And		
HIST 80	Introduction to Contemporary Africa	3	GEOG 1L*#	Physical Geography Laboratory	1
HIST 81	African American History	3	GEOL 1#	Introduction to Physical Geology	4
JRN 1	Mass Media and Society	3	GEOL 2*#	Historical Geology	4
PS 1	American Government	3	GEOL 3	Geology of California	3
Or			GEOL 4	Natural Disasters	3
PS 1H	Honors American Government	3	GEOL 7	Weather and Climate	3
PS 4	Introduction to Political Science	3	GEOL 20#	Introduction to Earth Science	4
PS 10H	Honors Political Theory	3	GEOL 21	The Solar System	3
PS 11	International Political Economy	3	GEOL 23#	Environmental Geology	4
PS 12	Comparative Politics and Government	3	Or		
PS 14	International Relations	3	ENV 23#	Environmental Geology	4
PS 80	Introduction to Contemporary Africa	3	MS 4#	Southern California Coastal Ecology	4
PSYC 1	Introduction to Psychology	3	MS 20#	Introduction to Oceanography	4
Or			PHYS 1A*#	Physics with Calculus for Chemistry and Life Science I	4
PSYC 1H	Honors Introduction to Psychology	3	PHYS 1B*#	Physics with Calculus for Chemistry and Life Science II	4
PSYC 2*	Research Methods in Psychology	3	PHYS 2A*#	Introduction to Physics	5
Or			PHYS 2B*#	Introduction to Physics	5
PSYC 2H*	Honors Research Methods in Psychology	3	PHYS 4A*#	General Physics	5
PSYC 4	Introduction to Cognitive Psychology	3	PHYS 4B*#	General Physics	5
PSYC 5*	Psychological Aspects of Human Sexuality	3	PHYS 4C*#	General Physics	5
PSYC 7*	Developmental Psychology – Childhood through Adolescence	3	PHYS 20#	The Ideas and Events of Physics	4
PSYC 16*	Introduction to Cross-Culture Psychology	3	A. Biological Science		
PSYC 21	The Psychology of Women	3	ANTH 1	Biological Anthropology	3
PSYC 30*	Social Psychology	3	Or		
PSYC 33	Psychology of Adjustment	3	ANTH 1H	Honors Biological Anthropology	3
PSYC 37*	Abnormal Behavior	3	ANTH 1	Biological Anthropology	3
SOC 1	Introduction of Sociology	3	And		
SOC 2	Social Problems	3	ANTH 1L*#	Biological Anthropology Laboratory	1
SOC 10	Introduction to Marriage and the Family	3	BIO 3AH*#	Honors General Biology I	5
SOC 15*	Socialization of the Child	3	BIO 3BH*#	Honors General Biology II	5
SOC 20	Ethnic Cultures of the United States	3	BIO 3C*#	Biochemistry and Molecular Biology	5
SOC 21	Women in Contemporary Society	3	BIO 4A*#	Principles of Cellular Biology	4
SOC 23	Food and Society	3	BIO 4B*#	Principles of Organismal Biology	4
SOC 25	Social Stratification	3	BIO 11*#	Human Anatomy	4
SOC 30*	Social Psychology	3	BIO 15*#	General Microbiology	5
COMM 20	Intercultural Communication	3	BIO 19#	Marine Biology	4
GSS 10	Introduction to Women's Studies	3	BIO 20#	Introduction to Biology	4
Or			BIO 28*	Plants and Human Affairs	3
GSS 10H	Honors Intro to Women's Studies	3	BIO 30*	Human Biology	3
GSS 11H	Honors Introduction to Feminist Theory	3	BIO 31*#	Biology of Plants	4
GSS 15	Introduction to Queer Studies	3	BIO 40	Evolution	3
GSS 31	Gender and Popular Culture	3	BIO 43*	Animal Behavior	3
			ENV 5	Biodiversity Conservation	3
			ENV 18#	Introduction to Ecology	4
			ENV 24#	Natural History of California	4
			HORT 20#	Introduction to Horticultural Science	4
			PSYC 3*	Biological Psychology	4

Area 5: Physical and Biological Sciences – 7 units required.
Complete one course from the Physical Science and one from the Biological Sciences. One course must have a laboratory. # denotes laboratory course.

A. 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

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Area 6: Language Other than English – UC Requirement ONLY
Proficiency equal to two years of study in one foreign language in high school with grades of “C” or better (Official copy of the high school transcript must be on file in Admissions and Records) OR
Select one course from the following OR see a counselor for other options:

ARAB 1*	Elementary Arabic	5
ARAB 2*	Elementary Arabic	5
ARAB 3*	Intermediate Arabic	5
ARAB 4*	Intermediate Arabic	5
CHI 1*	Elementary Chinese	5
CHI 2*	Elementary Chinese	5
CHI 3*	Intermediate Chinese	5
CHI 4*	Intermediate Chinese	5
FR 1*	Elementary French	5
FR 2*	Elementary French	5
FR 3*	Intermediate French	5
FR 4*	Intermediate French	5
GER 1*	Elementary German	5
GER 2*	Elementary German	5
GER 3*	Intermediate German	5
GER 4*	Intermediate German	5
HEBR 1*	Elementary Hebrew	5
HEBR 2*	Elementary Hebrew	5
ITA 1*	Elementary Italian	5
ITA 2*	Elementary Italian	5
ITA 3*	Intermediate Italian	5
ITA 4*	Intermediate Italian	5
JA 1*	Elementary Japanese	5
JA 2*	Elementary Japanese	5
JA 3*	Intermediate Japanese	5
JA 4*	Intermediate Japanese	5
KOR 1*	Elementary Korean	5
KOR 2*	Elementary Korean	5
KOR 3*	Intermediate Korean	5
KOR 4*	Intermediate Korean	5
PORT 1*	Elementary Portuguese	5
PORT 2*	Elementary Portuguese	5
PORT 3*	Intermediate Portuguese	5
PORT 4*	Intermediate Portuguese	5
PRSN 1*	Elementary Persian	5
PRSN 2*	Elementary Persian	5
PRSN 3*	Intermediate Persian	5
PRSN 4*	Intermediate Persian	5
SL 1*	American Sign Language I	4
SL 2*	American Sign Language II	4
SL 3*	American Sign Language III	4
SL 4*	American Sign Language IV	4
SPAN 1*	Elementary Spanish	5
Or		
SPAN 1H*	Honors Elementary Spanish	5
SPAN 2*	Elementary Spanish	5
Or		
SPAN 2H*	Honors Elementary Spanish	5
SPAN 3*	Intermediate Spanish	5
SPAN 4*	Intermediate Spanish	5

Note: CSU Graduation requirement in U.S. History, Constitution, and American Ideals can be met by completing PS 1 or PS 1H 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.

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Revised
General Education

IGETC 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.

Course ID	Title	Units
Required Core 37 Units		
Area 1: English Communication		
A. English Composition		
ENG 1A*	Principles of Composition I	4
Or		
ENG 1AH*	Honors Principles of Composition I	4
B. Critical Thinking/Composition – Choose one course:		
ENG 1B*	Principles of Composition II	3
Or		
ENG 1BH*	Honors Principles of Composition II	3
ENG 70*	Critical Thinking, Reading, and Writing	3
C. Oral Communication – Required for CSU Transfer ONLY		
COMM 1*	Communication Fundamentals	3
Or		
COMM 1H*	Honors Communication Fundamentals	3
Area 2: Mathematical Concepts – 3 <u>semester</u> units required – Complete one course:		
MATH 2*	Pre-Calculus Mathematics	5
MATH 3A*	Analytic Geometry and Calculus	5
Or		
MATH 3AH*	Honors Analytic Geometry and Calculus	5
MATH 3B*	Analytic Geometry and Calculus	5
MATH 3C*	Analytic Geometry and Calculus	5
MATH 7*	College Algebra	5
MATH 8*	College Algebra for Brief Calculus	5
MATH 10*	Introduction to Statistics	3
MATH 11*	A Brief Course in Calculus	5
MATH 24*	Elementary Differential Equations	4
MATH 26*	Introduction to Linear Algebra	4
MATH 30A*	Computer Discrete Mathematics I	3
Or		
CS 30A*	Computer Discrete Mathematics I	3
MATH 30B*	Computer Discrete Mathematics II	3
Or		
CS 30B*	Computer Discrete Mathematics II	3
PSYC 44*	Statistics for the Behavioral Sciences	3
Area 3: Arts and Humanities 9 <u>semester</u> units required. Complete one course from the Arts and one from the Humanities. Select a third course from either area .		
A. Arts		
ARCH 12	History of Architecture	3
ART 4	Fundamentals of Arts	3
ARTH 20	Art Appreciation	3

ARTH 21	Women and Art	3
ARTH 22	Survey of Asian Art (India, China, Japan, And Korea)	3
ARTH 23	African, Oceanic, and Ancient North American Art	3
ARTH 24	Indigenous Arts of the Americas	3
ARTH 25	Survey of Art History – Ancient Worlds to Gothic	3
ARTH 26*	Survey of Western Art History Renaissance to Contemporary	3
ARTH 27	History of American Art	3
ARTH 29	Introduction to World Art	3
ARTH 30	History of Modern Art 1825-1945	3
ARTH 32	Survey of Contemporary Art	3
CTVR 2	History and Appreciation of Television Broadcasting	3
CTVR 3	The History and Appreciation of American Cinema	3
CTVR 5	History and Appreciation of International Cinema	3
CTVR 7	Cross Cultural Cinema	3
CTVR 9	Women in Cinema and Television	3
DANC 64	History of Dance	3
DANC 74	Multicultural Dance History in the United States	3
GD 1	History of Animation	3
GD 2	History of Graphic Design	3
MUS 20	Music Appreciation	3
MUS 23	Introduction to World Music	3
MUS 24	Music Since 1900	3
MUS 27	History of Jazz	3
MUS 28	History of Rock	3
PHOT 25	History of Photography	3
TA 20	Theatre Appreciation	3
TA 25	Theatre History – Primitive to Renaissance	3
B. Humanities		
ARAB 2*	Elementary Arabic	5
ARAB 3*	Intermediate Arabic	5
ARAB 4*	Intermediate Arabic	5
ARAB 21	Introduction to Arabic Culture	3
CHI 2*	Elementary Chinese	5
CHI 3*	Intermediate Chinese	5
CHI 4*	Intermediate Chinese	5
CHI 21*	Introduction to Chinese Culture and Influence in the U.S.	3
ENG 15A*	Survey of American Literature – 1620-1860	3
ENG 15B*	Survey of American Literature – 1860-Contemporary	3
ENG 17A*	Survey of English Literature – Beowulf to Romantic Movement	3
ENG 17B*	Survey of English Lit – Romantic Movement to the Present	3
ENG 18*	Shakespeare – The Tragedies	3
ENG 21A*	World Literature – Ancient to 17 th Century	3
ENG 21B*	World Literature – 17 th Century to Modern Period	3
ENG 22*	Introduction to Shakespeare	3
Or		
ENG 22H	Honors Introduction to Shakespeare	3
ENG 24*	Ethnic Voices in Literature – The American Experience	3
ENG 25*	Introduction to Literature	3
Or		
ENG 25H	Honors Introduction to Literature	3

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ENG 27A*	Introduction to the Novel	3	SL 4*	American Sign Language IV	4
Or			SPAN 2*	Elementary Spanish	5
ENG 27AH*	Honors Introduction to the Novel	3	Or		
ENG 44*	Classical Mythology	3	SPAN 2H*	Honors Elementary Spanish	5
ENG 52*	The Film as Literature	3	SPAN 3*	Intermediate Spanish	5
FR 2*	Elementary French	5	SPAN 4*	Intermediate Spanish	5
FR 3*	Intermediate French	5	SPAN 20A*	Civilization of Spain through 1898	3
FR 4*	Intermediate French	5	SPAN 21A*	Civilization of Latin America through 1900	3
FR 21*	Introduction to French Language and Culture	3	SPAN 21B*	Civilization of Latin America 1900-Present	3
GER 2*	Elementary German	5	SPAN 21C*	Hispanic Culture and Literature in the United States	3
GER 3*	Intermediate German	5			
GER 4*	Intermediate German	5			
GER 21*	Introduction to German Culture	3			
HEBR 2*	Elementary Hebrew	5	Area 4: Social and Behavioral Science 9 semester units required.		
HIST 4	World History to 1500	3	Complete 3 courses from a least 2 different subjects		
HIST 5	World History since 1500	3	ANTH 2	Cultural Anthropology	3
HIST 16 1	History of the United States to 1876	3	Or		
HIST 17 1	History of the United States since 1876	3	ANTH 2H	Honors Cultural Anthropology	3
HIST 30 1	History of Mexico	3	ANTH 3*	Culture and Language	3
HIST 70 1	History of Asia to 1800	3	ANTH 4	Native American Cultures	3
HIST 71 1	History of Asia Since 1800	3	ANTH 5	Anthropology of Latin America-Culture, Identity, and Power	3
HIST 72 1	History of China	3	ANTH 6*	Global Issues in Anthropological Perspective	3
HIST 75 1	History of the Modern Middle East	3	ANTH 8	World Prehistory	3
HON 11H*	Honors Culture, Science, Society – Renaissance	3	ANTH 9	Introduction to Archaeology	3
HON 12H*	Honors Culture, Science, Society – The Postmodern World	3	ANTH 13	Magic, Witchcraft, and Religion	3
HON 13H*	Honors Culture, Science, Society – Power, Resistance, Empire	3	ANTH 15	The World of Primates	3
HON 14H*	Honors Culture, Science, Society – Trans-Formation of Empire	3	ANTH 17	The Biological Evolution of Human Nature	3
HON 15H*	Honors Culture, Science, Society – From Philosophy to Science	3	ANTH 21	Women, Gender, and Culture - Cross-Cultural Perspectives	3
HON 16H*	Honors Culture, Science, Society – Natural And Social Science	3	CDE 7*	Child Growth and Development	3
HUM 1*	Introduction to Humanities	3	CDE 15*	Child, Family, and Community	3
HUM 2*	Origins of Western Culture in Literature	3	COMM 20	Intercultural Communication	3
HUM 3*	The Culture of Medieval and Renaissance Europe	3	CTVR 1	Mass Media and Society	3
HUM 21*	The Search for Meaning – Ideas of Self Across Cultures	3	Or		
ITA 2*	Elementary Italian	5	JRN 1	Mass Media and Society	3
ITA 3*	Intermediate Italian	5	ECON 2*	Principles (MACRO)	3
ITA 4*	Intermediate Italian	5	Or		
ITA 21*	Introduction to Italian Culture	3	ECON 2H*	Honors Principles of Macroeconomics	3
JA 2*	Elementary Japanese	5	ECON 4*	Principles (MICRO)	3
JA 3*	Intermediate Japanese	5	Or		
JA 4*	Intermediate Japanese	5	ECON 4H*	Honors Principles of Microeconomics	3
JA 21*	Introduction to Japanese Culture	3	ECON 11	International Political Economy	3
KOR 2*	Elementary Korean	5	Or		
KOR 3*	Intermediate Korean	5	PS 11	International Political Economy	3
KOR 4*	Intermediate Korean	5	ENV 1	Introduction to Environmental Studies	3
KOR 21*	Introduction to Korean Culture	3	ENV 6*	Scarcity and Environment	3
PHIL 1*	Introduction to Philosophy	3	ES 1	Introduction to Ethnic Studies: Making Culture	3
Or			ES 3	Introduction to Chicanx and Latinx Cultures	3
PHIL 1H*	Honors Introduction to Philosophy	3	GEOG 2	Cultural Geography	3
PHIL 5*	History of Modern Philosophy	3	Or		
PHIL 10*	World Religions	3	GEOG 2H	Honors Cultural Geography	3
PHIL 14*	Philosophy of Religion	3	GEOG 3	World Regional Geography	3
PHIL 15*	Introduction to Ethics	3	GEOG 38	California Geography	3
PORT 2*	Elementary Portuguese	5	GLST 1*	Introduction to Global Studies	3
PORT 3*	Intermediate Portuguese	5	GLST 2*	Global Issues	3
PORT 4*	Intermediate Portuguese	5	GSS 10	Introduction to Women's Studies	3
PRSN 2*	Elementary Persian	5	Or		
PRSN 3*	Intermediate Persian	5	GSS 10H	Honors Intro to Women's Studies	3
PRSN 4*	Intermediate Persian	5	GSS 11H	Honors Introduction to Feminist Theory	3
PRSN 21*	Introduction to Persian Culture	3	GSS 15	Introduction to Queer Studies	3
SL 2*	American Sign Language II	4	GSS 31	Gender and Popular Culture	3
SL 3*	American Sign Language III	4	HIST 11	Perspectives of Peace Studies	3
			HIST 12	Revolutions and Revolts	3
			HIST 15	The Vietnam War	3
			HIST 16 1	History of the United States to 1876	3
			HIST 17 1	History of the United States since 1876	3
			HIST 19	United States since 1945	3

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HIST 20	Ethnic Cultures of the United States	3
Or		
SOC 20	Ethnic Cultures of the United States	3
HIST 21	Women in United States History – A Multi-Cultural Perspective	3
HIST 22	Survey of United States History	3
HIST 27	Latin America – Pre-European to Independent Nationhood	3
HIST 28	Latin America – 1800 to the Present	3
HIST 30 [±]	History of Mexico	3
HIST 32	California History	3
HIST 33	Chicano – Latino American History	3
HIST 62	European History to 1650	3
HIST 63	European History since 1650	3
HIST 70 [±]	History of Asia to 1800	3
HIST 71 [±]	History of Asia since 1800	3
HIST 72 [±]	History of China	3
HIST 74	History of the Middle East to 1800	3
HIST 75 [±]	History of the Modern Middle East	3
HIST 80	Introduction to Contemporary Africa	3
Or		
PS 80	Introduction to Contemporary Africa	3
HIST 81	African American History	3
JRN 1	Mass Media and Society	3
Or		
CTVR 1	Mass Media and Society	3
PS 1	American Government	3
Or		
PS 1H	Honors American Government	3
PS 4	Introduction to Political Science	3
PS 10H	Honors Political Theory	3
PS 11	International Political Economy	3
Or		
ECON 11	International Political Economy	3
PS 12	Comparative Politics and Government	3
PS 14	International Relations	3
PS 80	Introduction to Contemporary Africa	3
Or		
HIST 80	Introduction to Contemporary Africa	3
PSYC 1	Introduction to Psychology	3
Or		
PSYC 1H	Honors Introduction to Psychology	3
PSYC 2*	Research Methods in Psychology	3
Or		
PSYC 2H*	Honors Research Methods in Psychology	3
PSYC 4	Introduction to Cognitive Psychology	3
PSYC 5*	Psychological Aspects of Human Sexuality	3
PSYC 7*	Developmental Psychology – Childhood through Adolescence	3
PSYC 16*	Introduction to Cross-Cultural Psychology	3
PSYC 21	The Psychology of Women	3
PSYC 25	Psychology of Aging	3
PSYC 30*	Social Psychology	3
Or		
SOC 30	Social Psychology	3
PSYC 33	Psychology of Adjustment	3
PSYC 37*	Abnormal Behavior	3
SOC 1	Introduction to Sociology	3
Or		
SOC 1H	Honors Introduction to Sociology	3
SOC 2	Social Problems	3
Or		
SOC 2H	Honors Social Problems	3
SOC 10	Introduction to Marriage and the Family	3
SOC 15*	Socialization of the Child	3
SOC 16	Death and Dying	3
SOC 20	Ethnic Cultures of the United States	3
Or		
HIST 20	Ethnic Cultures of the United States	3
SOC 21	Women in Contemporary Society	3

SOC 23	Food and Society	3
SOC 25	Social Stratification	3
SOC 30*	Social Psychology	3

Or		
PSYC 30	Social Psychology	3

Area 5: Physical and Biological Sciences – 7 **semester** units required. Complete one course from the Physical Science and one from the Biological Sciences. One course must have a laboratory. # denotes laboratory course.

A. Physical Science		
ASTR 20	General Astronomy	3
ASTR 20	General Astronomy	3
And		
ASTR 25*#	Observational Astronomy	3
ASTR 21	The Solar System	3

Or		
GEOL 21	The Solar System	3

CHEM 1A*#	General Chemistry	5
CHEM 1B*#	General Chemistry	5
CHEM 3*#	Fundamental Chemistry	4
CHEM 12A*#	Organic Chemistry	5
CHEM 12B*#	Organic Chemistry	5
ENV 23#	Environmental Geology	4

Or		
GEOL 23#	Environmental Geology	4
ENV 38	Water Quality and Monitoring	3

GEOG 1	Physical Geography	3
Or		
GEOG 1H	Honors Physical Geography	3
GEOG 1	Physical Geography	
And		
GEOG 1L*#	Physical Geography Laboratory	1
GEOL 1#	Introduction to Physical Geology	4
GEOL 2*#	Historical Geology	4
GEOL 3	Geology of California	3
GEOL 4	Natural Disasters	3
GEOL 7	Weather and Climate	3
GEOL 20#	Introduction to Earth Science	4
GEOL 21	The Solar System	3

Or		
ASTR 21	The Solar System	3
GEOL 23#	Environmental Geology	4

Or		
ENV 23#	Environmental Geology	4

MS 4#	Southern California Coastal Ecology	4
MS 20#	Introduction to Oceanography	4
PHYS 2A*#	Introduction to Physics	5
PHYS 2B*#	Introduction to Physics	5
PHYS 4A*#	General Physics	5
PHYS 4B*#	General Physics	5
PHYS 4C*#	General Physics	5
PHYS 20#	The Ideas and Events of Physics	4
PHYS 30*#	Physics and Chemistry for Elementary Educators	4

B. Biological Science		
ANTH 1	Biological Anthropology	3
Or		
ANTH 1H	Honors Biological Anthropology	3
ANTH 1	Biological Anthropology	3
And		
ANTH 1L*#	Biological Anthropology Laboratory	1
BIO 3AH*#	Honors General Biology I	5
BIO 3BH*#	Honors General Biology II	5
BIO 3C*#	Biochemistry and Molecular Biology	5
BIO 4A*#	Principles of Cellular Biology	4
BIO 4B*#	Principles of Organismal Biology	4

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

BIO 11*#	Human Anatomy	4			
BIO 15*#	General Microbiology	5	SPAN 1*	Elementary Spanish	5
BIO 19#	Marine Biology	4	Or		
BIO 20#	Introduction to Biology	4	SPAN 1H*	Honors Elementary Spanish	5
BIO 28	Plants and Human Affairs	3	SPAN 2*	Elementary Spanish	5
BIO 30*	Human Biology	3	Or		
BIO 31*#	Biology of Plants	4	SPAN 2H*	Honors Elementary Spanish	5
BIO 40	Evolution	3	SPAN 3*	Intermediate Spanish	5
BIO 43*	Animal Behavior	3	SPAN 4*	Intermediate Spanish	5
ENV 5	Biodiversity Conservation	3	SPAN 6*	Intermediate Spanish Grammar and Composition	3
ENV 18#	Introduction to Ecology	4			
ENV 24#	Natural History of California	4			
HORT 20#	Introduction to Horticultural Science	4			
PSYC 3*	Biological Psychology	4			

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

C. Science Laboratory – One science MUST have a laboratory. # Denotes laboratory course

Area 6: Language Other than English – UC Requirement ONLY
Proficiency equal to two years of study in one foreign language in high school with grades of "C" or better (Official copy of the high school transcript must be on file in Admissions and Records) OR
Select one course from the following OR see a counselor for other options:

ARAB 1*	Elementary Arabic	5
ARAB 2*	Elementary Arabic	5
ARAB 3*	Intermediate Arabic	5
ARAB 4*	Intermediate Arabic	5
CHI 1*	Elementary Chinese	5
CHI 2*	Elementary Chinese	5
CHI 3*	Intermediate Chinese	5
CHI 4*	Intermediate Chinese	5
FR 1*	Elementary French	5
FR 2*	Elementary French	5
FR 3*	Intermediate French	5
FR 4*	Intermediate French	5
GER 1*	Elementary German	5
GER 2*	Elementary German	5
GER 3*	Intermediate German	5
GER 4*	Intermediate German	5
HEBR 1*	Elementary Hebrew	5
HEBR 2*	Elementary Hebrew	5
ITA 1*	Elementary Italian	5
ITA 2*	Elementary Italian	5
ITA 3*	Intermediate Italian	5
ITA 4*	Intermediate Italian	5
JA 1*	Elementary Japanese	5
JA 2*	Elementary Japanese	5
JA 3*	Intermediate Japanese	5
JA 4*	Intermediate Japanese	5
KOR 1*	Elementary Korean	5
KOR 2*	Elementary Korean	5
KOR 3*	Intermediate Korean	5
KOR 4*	Intermediate Korean	5
PORT 1*	Elementary Portuguese	5
PORT 2*	Elementary Portuguese	5
PORT 3*	Intermediate Portuguese	5
PORT 4*	Intermediate Portuguese	5
PRSN 1*	Elementary Persian	5
PRSN 2*	Elementary Persian	5
PRSN 3*	Intermediate Persian	5
PRSN 4*	Intermediate Persian	5
SL 1*	American Sign Language I	4
SL 2*	American Sign Language II	4
SL 3*	American Sign Language III	4
SL 4*	American Sign Language IV	4

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

Course may be listed in more than one area, but shall not be certified in more than one area.

SADDLEBACK COLLEGE
REVISED PROGRAMS
ACADEMIC YEAR 2021-2022

**Current
Kinesiology
Associate of Arts**

The curriculum in the Kinesiology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. Kinesiology provides a critical element in a comprehensive, well-balanced educational program. The learning opportunities offered in this area can be an essential factor to the optimum development of a student in all areas of life; physical, mental, emotional, and social. Kinesiology courses contribute significantly toward the achievement of desirable educational outcomes, such as transfer to four-year colleges and universities into majors such as Kinesiology with an Option in Fitness at CSU Long Beach, and prepares students for successful outcomes through the means of physical activity and related experiences. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree may support attempts to gain entry-level employment or promotion.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate cognitive knowledge of fitness terminology and training in a specific subject area.
- Correctly perform the skills or strategy for a particular fitness activity or sport.
- Display affective gains through social interactions, teamwork, and sportsmanship in Kinesiology courses.
- Distinguish and articulate fundamental concepts or skills of a specific activity or sport.

Required Core

Course ID	Title	Units
FN 50 ►	Fundamentals of Nutrition	3
HLTH 1	Contemporary Health Issues	3
or		
HLTH 3	Women's Health Issues	3
HLTH 2	First Aid, CPR, and Automated External Defibrillator	1.5
KNES 51	Introduction to Kinesiology	3
KNES 52	Fundamentals of Human Movement	3
BIO 20	Introduction to Biology	0-4
or		
	One year of high school biology with a grade of "C" or better	
BIO 11* ►	Human Anatomy	4
	Select One Course from Training and Theory	3
	Required Movement Based Skills Courses	7
	Select One Additional Movement Based Skill Course From the Provided List	1-1.5
Total Units for the Major		28.5-33

Training and Theory (3 units):

KNES 53	Introduction to Athletic Training	3
KNES 54*	Principles and Fundamentals of Coaching	3
KNES 105	Mental Skills for Sports Performance	3

Required Movement Based Skills Courses: Select 7 Courses from the Following in at Least 4 Areas (7 units)

Aquatics

KNES 41<<	Swimming for Nonswimmers	1
or		
KNES 42*<<	Intermediate Swimming	1
KNES 44*	Aquatic Conditioning	1
KNES 49	Aqua Aerobics	1

Combative

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

Fitness

KNES 1	Cardiovascular Conditioning	1
KNES 4	Beginning Weight Lifting	1

**Revised
Kinesiology
Associate of Arts**

The curriculum in the Kinesiology Associate Degree program is designed to provide the transfer student the opportunity to achieve an Associate degree. Kinesiology provides a critical element in a comprehensive, well-balanced educational program. The learning opportunities offered in this area can be an essential factor to the optimum development of a student in all areas of life; physical, mental, emotional, and social. Kinesiology courses contribute significantly toward the achievement of desirable educational outcomes, such as transfer to four-year colleges and universities into majors such as Kinesiology with an Option in Fitness at CSU Long Beach, and prepares students for successful outcomes through the means of physical activity and related experiences. While a baccalaureate or higher degree is recommended for those considering majors related to this field, earning the Associate degree may support attempts to gain entry-level employment or promotion.

Program Student Learning Outcomes

Students who complete this program will be able to:

- Demonstrate cognitive knowledge of fitness terminology and training in a specific subject area.
- Correctly perform the skills or strategy for a particular fitness activity or sport.
- Display affective gains through social interactions, teamwork, and sportsmanship in Kinesiology courses.
- Distinguish and articulate fundamental concepts or skills of a specific activity or sport.

Required Core

Course ID	Title	Units
FN 50 ►	Fundamentals of Nutrition	3
HLTH 1	Contemporary Health Issues	3
or		
HLTH 3	Women's Health Issues	3
HLTH 2	First Aid, CPR, and Automated External Defibrillator	1.5
KNES 51	Introduction to Kinesiology	3
KNES 52	Fundamentals of Human Movement	3
BIO 20	Introduction to Biology	0-4
or		
	One year of high school biology with a grade of "C" or better	
BIO 11* ►	Human Anatomy	4
PSYC 1 ►	Introduction to Psychology	3
or		
PSYC 1H ►	Honors Introduction to Psychology	3
	Select One Course from Training and Theory	3
	Required Movement Based Skill Courses	4
	Select One Additional Movement Based Skill Course From the Provided List	1-1.5
Total Units for the Major		28.5-33

Training and Theory (3 units):

KNES 53	Introduction to Athletic Training	3
KNES 54*	Principles and Fundamentals of Coaching	3
KNES 105	Mental Skills for Sports Performance	3

Required Movement Based Skill Courses: Select 4 Courses from the Following in At Least 4 Areas (4 units)

Aquatics

KNES 41<<	Swimming for Nonswimmers	1
or		
KNES 42*<<	Intermediate Swimming	1
KNES 44*	Aquatic Conditioning	1
KNES 49	Aqua Aerobics	1

Combative

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

Fitness

KNES 1	Cardiovascular Conditioning	1
KNES 4	Beginning Weight Lifting	1

SADDLEBACK COLLEGE
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KNES 28	Beginning Yoga	1
KNES 29	Introduction to Tai Chi Ch'uan	1
KNES/DANC 65	Introduction to Mat Pilates	1
KNES 68*	Walking for Fitness	1
<i>Individual Sports</i>		
KNES 17	Beginning Bowling	1
KNES 20	Beginning Golf I	1
KNES 24	Beginning Tennis I	1
KNES 25	Beginning Tennis II	1
<i>Team Sports</i>		
KNES 70	Basketball	1
KNES 72	Beginning Soccer	1
KNES 76	Beginning Volleyball	1
KNES 77*	Intermediate Volleyball	1
KNES 78*	Advanced Volleyball	1
KNES 81	Beginning Beach Volleyball	1

KNES 28	Beginning Yoga	1
KNES 68*	Walking for Fitness	1
<i>Individual Sports</i>		
KNES 17	Beginning Bowling	1
KNES 20	Beginning Golf I	1
KNES 24	Beginning Tennis I	1
KNES 25	Beginning Tennis II	1
<i>Team Sports</i>		
KNES 70	Basketball	1
KNES 72	Beginning Soccer	1
KNES 76	Beginning Volleyball	1
KNES 77*	Intermediate Volleyball	1
KNES 78*	Advanced Volleyball	1
KNES 81	Beginning Beach Volleyball	1

Select One Additional Movement Based Skill Course from the Following
Six Categories (1-1.5 units):

<i>Aquatics</i>		
KNES 41	Swimming for Nonswimmers	1-1.5
KNES 42*	Intermediate Swimming	1-1.5
KNES 43*	Advanced Swimming and Diving	1-1.5
KNES 44*	Aquatic Conditioning	1-1.5
KNES 49	Aqua Aerobics	1-1.5

<i>Combative</i>		
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 96*	Advanced Aikido	1
KNES 97*	Intermediate Karate	1
KNES 199	Street Martial Arts	1

<i>Dance</i>		
DANC 51	Introduction to Ballet	1-1.5
DANC 54	Introduction to Modern Dance	1-1.5
DANC 57	Introduction to Jazz Dancing	1-1.5
DANC 60	Introduction to Tap Dancing	1
DANC 66	Introduction to Latin Dance	1
DANC 68	Introduction to Social Dance	1

<i>Fitness</i>		
KNES 1	Cardiovascular Conditioning	1-1.5
KNES 3	Circuit Weight Training	1-1.5
KNES 4	Beginning Weight Lifting	1-1.5
KNES 5*	Intermediate Weight Lifting	1-1.5
KNES 6*	Advanced Weight Lifting	1-1.5
KNES 7	Step Training	1
KNES 8	Beginning Cardio Kickboxing	1-1.5
KNES 9	Stretching, Flexibility, & Conditioning	1-1.5
KNES 10	Cross Training	1-1.5
KNES 28	Beginning Yoga	1-1.5
KNES 29	Introduction to Tai Chi Ch'uan	1
KNES 31	Muscle Toning for Women	1-1.5
KNES 37*	Intermediate Tai Chi Ch'uan	1
KNES/DANC 38*	Intermediate Mat Pilates	1-1.5
KNES 39*	Intermediate Yoga	1-1.5
KNES 40*	Advanced Yoga	1-1.5
KNES 50	Aerobic Dance	1-1.5
KNES/DANC 65	Introduction to Mat Pilates	1-1.5
KNES 66	Core Training	1-1.5
KNES 68*	Walking for Fitness	1
KNES 69*	Trail Hiking	1
KNES 107	Fitness Assessment and Survey	1

Select One Additional Movement Based Skill Course from the Following
Six Categories (1-1.5 units):

<i>Aquatics</i>		
KNES 41<<	Swimming for Nonswimmers	1-1.5
KNES 42*<<	Intermediate Swimming	1-1.5
KNES 43*	Advanced Swimming and Diving	1-1.5
KNES 44*	Aquatic Conditioning	1-1.5
KNES 49	Aqua Aerobics	1-1.5

<i>Combative</i>		
KNES 90	Beginning Self-Defense	1
KNES 91*	Intermediate Self-Defense	1
KNES 93	Beginning Karate	1
KNES 97*	Intermediate Karate	1
KNES 199	Street Martial Arts	1

<i>Fitness</i>		
KNES 1	Cardiovascular Conditioning	1-1.5
KNES 3	Circuit Weight Training	1-1.5
KNES 4	Beginning Weight Lifting	1-1.5
KNES 5*	Intermediate Weight Lifting	1-1.5
KNES 6*	Advanced Weight Lifting	1-1.5
KNES 8	Beginning Cardio Kickboxing	1-1.5
KNES 9	Stretching, Flexibility, <u>and</u> Conditioning	1-1.5
KNES 10	Cross Training	1-1.5
KNES 28	Beginning Yoga	1-1.5
KNES 31	Muscle Toning for Women	1-1.5
KNES 38*	Intermediate Mat Pilates	1-1.5
KNES 39*	Intermediate Yoga	1-1.5
KNES 40*	Advanced Yoga	1-1.5
KNES 65	Introduction to Mat Pilates	1-1.5
KNES 66	Core Training	1-1.5
KNES 68*	Walking for Fitness	1
KNES 107	Fitness Assessment and Survey	1

<i>Individual Sports</i>		
KNES 17	Beginning Bowling	1
KNES 18*	Intermediate Bowling	1
KNES 19	Beginning Cycling and Spinning	1-1.5
KNES 20	Beginning Golf I	1
KNES 21*	Beginning Golf II	1
KNES 22*	Intermediate Golf	1
KNES 23*	Advanced Golf	1
KNES 24	Beginning Tennis I	1-1.5
KNES 25*	Beginning Tennis II	1-1.5
KNES 26*	Intermediate Tennis	1-1.5
KNES 27*	Advanced Tennis	1-1.5
KNES 35*	Intermediate Surfing	1
KNES 36*	Advanced Surfing	1
KNES 63	Beginning Rock Climbing	1
KNES 88*	Intermediate Rock Climbing	1
KNES 89*	Advanced Rock Climbing	1

SADDLEBACK COLLEGE
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Individual Sports

KNES 17	Beginning Bowling	1
KNES 18*	Intermediate Bowling	1
KNES 19	Beginning Cycling and Spinning	1-1.5
KNES 20	Beginning Golf I	1
KNES 21*	Beginning Golf II	1
KNES 22*	Intermediate Golf	1
KNES 23*	Advanced Golf	1
KNES 24	Beginning Tennis I	1-1.5
KNES 25*	Beginning Tennis II	1-1.5
KNES 26*	Intermediate Tennis	1-1.5
KNES 27*	Advanced Tennis	1-1.5
KNES 35*	Intermediate Surfing	1
KNES 36*	Advanced Surfing	1
KNES 63	Beginning Rock Climbing	1
KNES 88*	Intermediate Rock Climbing	1
KNES 89*	Advanced Rock Climbing	1

Team Sports

KNES 70	Basketball	1-1.5
KNES 71*	Advanced Basketball	1-1.5
KNES 72	Beginning Soccer	1-1.5
KNES 73*	Advanced Soccer	1-1.5
KNES 76	Beginning Volleyball	1
KNES 77*	Intermediate Volleyball	1
KNES 78*	Advanced Volleyball	1
KNES 81	Beginning Beach Volleyball	1
KNES 84*	Intermediate Beach Volleyball	1
KNES 175	Futsal-Indoor Soccer	1

► A grade of C or better is required.

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

<<Students may take either KNES 41 or KNES 42, but not both.

Associate of Arts Degree

Complete units as described above and a minimum of 60 units including the general education requirements with an overall GPA of 2.0 to qualify for the Associate of Arts degree. A minimum of 12 units must be completed at Saddleback College.

General Education Requirements for Associate Degrees

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

Team Sports

KNES 70	Basketball	1-1.5
KNES 71*	Advanced Basketball	1-1.5
KNES 72	Beginning Soccer	1-1.5
KNES 73*	Advanced Soccer	1-1.5
KNES 76	Beginning Volleyball	1
KNES 77*	Intermediate Volleyball	1
KNES 78*	Advanced Volleyball	1
KNES 81	Beginning Beach Volleyball	1
KNES 84*	Intermediate Beach Volleyball	1
KNES 175	Futsal-Indoor Soccer	1

► A grade of C or better is required.

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

<<Students may take either KNES 41 or KNES 42, but not both.

Associate of Arts Degree

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

General Education Requirements for Associate Degrees

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

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD (Saddleback College) Approval of Capistrano Unified School District (CUSD), College and Career Access Pathway (CCAP), Spring 2021 Addendum

ACTION: Approval

BACKGROUND

AB 288 Public Schools: College and Career Pathways, passed in 2015 and extended by AB30 in 2019, allows Capistrano Unified School District (CUSD) and South Orange County Community College District (SOCCCD) to enter into an College and Career Access Pathway (CCAP) agreement to deliver Saddleback College courses to students in CUSD high schools. This CCAP Addendum provides the opportunity for students to gain an early start to a certificate and/or degree in Business, Computer Information Management, Spanish and access to Counseling 100 course. The agreement addresses all sections of Education Code 76004.

STATUS

The first CCAP agreement between SOCCCD for Saddleback College and CUSD was approved in 2019. A CCAP Appendix is needed to include Spring 2021 courses being offered.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Appendix to the Dual Enrollment, SOCCCD (Saddleback College) and CUSD College & Career Access Pathways Partnership to include Spring 2021 courses and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.

**COLLEGE AND CAREER ACCESS PATHWAYS (CCAP)
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT**

APPENDIX- SPRING 2021

WHEREAS, the College and Career Access Pathways Partnership Agreement (“CCAP Agreement”) is between Saddleback College (“COLLEGE”) a college of the South Orange County Community College District, (SOCCCD), and Capistrano Unified School District (SCHOOL DISTRICT).

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses pursuant to Education Code 76004; and

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses pursuant to Education Code 76004; and

NOW THEREFORE, SOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

- 1. CCAP AGREEMENT-**The College and School District entered into this CCAP Agreement on **December 19, 2019**, pursuant to action of the governing boards of the College and School District.

South Orange County Community College District Board Meetings:

- (a) Information Board Meeting Date: November 18, 2019
- (b) Public Comment Board Meeting Date: December 16, 2019

School District Board Meetings:

- (a) Information Board Meeting Date: November 14, 2019
- (b) Public Comment Board Meeting Date: December 12, 2019

2. SOCCCD, COLLEGE and SCHOOL DISTRICT Point of Contact:

LOCATION	NAME	TELEPHONE	EMAIL
SOCCCD:	Priya Jerome	949-582-4680	pjerome@socccd.edu
College:	Kari Irwin	949-582-4273	kirwin@saddleback.edu
School District:	Tim Hornig		tfhornig@capousd.org

3. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

4. CCAP AGREEMENT PROGRAM YEAR - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: 2020-2021 COLLEGE: Saddleback College

EDUCATIONAL PROGRAM(s): Business, CIM, Spanish, Counseling SCHOOL DISTRICT: Capistrano Unified School District

HIGH SCHOOLS: Capistrano Valley (CV), San Juan Hills (SJH)

TOTAL NUMBER OF STUDENTS TO BE SERVED: 200	TOTAL PROJECTED FTES: 20
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
SJH: Advanced Conversational Spanish	SPAN 11	Spring 2021	Online	Online	C. Hernandez-Bravo & A. Rosen	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
SJH: Introduction to Business	BUS 1	Spring 2021	Online	Online	J. Wooten	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
CV: Oral Business Communications	BUS 102	Spring 2021	Online	Online	B. Pillsbury	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
CV: Marketing	BUS 135	Spring 2021	Online	Online	M. Weckerly	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
CV: Introduction to Information Systems	CIM 10	Spring 2021	Online	Online	A. Foote	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
CV: Information & Communication Technology Essentials COMPTIA A+	CIMN 110	Spring 2021	Online	Online	K. Soler	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
All CUSD High School Sites: College & Career	Counseling 100	Spring 2021	Online	Online	Various	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS

CV: Auto Fundamentals	Auto 100/ Auto 101	Spring 2021	Hybrid	Hybrid	Sean Selff	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
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Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *pursuant to Education Code 76004*:

Students will be approved at the high schools.

5. BOOKS AND INSTRUCTIONAL MATERIALS - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	ESTIMATED COST	OTHER INSTRUCTIONAL MATERIALS	ESTIMATED COST
Advanced Conversational Spanish	Cinema for Spanish Conversation, 4th Ed. Focus. 2014 (same textbook used in Spanish 10 in Fall 20)	\$65	N/A	\$0
Introduction to Business	Understanding Business, 11th Ed. McGraw-Hill. 2015	\$50	N/A	\$0
Oral Business Communications	Zero Textbook Cost (ZTC)	\$0	N/A	\$0
Marketing	Marketing (SADDLEBACKLLEdition)(CUSTOM) Edition: 8th ISBN: 9781264075300 Author: Kerin Publisher: McGraw-Hill Formats: Loose-Leafsan	\$98.25	N/A	\$0
Introduction to Information Systems	MyLab IT for Office 2019: GO! All in One, 4th Edition Textbook: GO! All in One: Computer Concepts and Applications, 4th Edition Author(s): Gaskin, Shelley Geoghan, Debra Vargas, Alicia Graviett, Nancy Textbook ISBN-13: 9780135438862 This is an ebook on MyITLab website with an access code on a card	\$135	N/A	\$0

Information & Communication Technology Essentials COMPTIA A+	LabSim for PC Pro, ISBN: 9781935080428, Author: Testout, Publisher: TEST OUT CORPORATION, Formats: Adobe Digital Editions	\$172	N/A	\$0
College and Career	N/A	\$0	N/A	\$0
Auto Fundamentals	Auto Fundamentals, 11 Ed. Goodheart Wilcox. 2017	\$100	N/A	\$0

6. FACILITIES USE

6.1 COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 17, Facilities, of this CCAP Agreement.

6.2 COLLEGE, as part of Section 15.3 of this CCAP Agreement, shall extend access and use of the following SCHOOL DISTRICT facilities:

BUILDING	CLASSROOM	DAYS	HOURS
Aliso Niguel, Capistrano Vallley, Dana Hills, San Clemente, San Juan Hills, Serra, and Tesoro	Online	Online	Online
Capistrano Valley High School	Online/Hybrid	Online/Hybrid	Online/Hybrid

CAPISTRANO UNIFIED SCHOOL DISTRICT

By: _____

Print Name: Susan Holliday

Print Title: Associate Superintendent

Date: _____

SOUTH ORANGE COMMUNITY COLLEGE DISTRICT

By: _____

Print Name: Ann-Marie Gabel

Print Title: Vice Chancellor, Business Services

Date: _____

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD (Saddleback College) Approval of Saddleback Valley Unified School District (SVUSD), College and Career Access Pathway (CCAP), Spring 2021 Addendum

ACTION: Approval

BACKGROUND

AB 288 Public Schools: College and Career Pathways, passed in 2015 and extended by AB30 in 2019, allows Saddleback Valley Unified School District (SVUSD) and South Orange County Community College District (SOCCCD) to enter into an College and Career Access Pathway (CCAP) agreement to deliver Saddleback College courses to students in SVUSD high schools. This CCAP Addendum provides the opportunity for students to gain an early start to a certificate and/or degree in Business, Computer Information Management, Culinary and access to Counseling 100 course. The agreement addresses all sections of Education Code 76004.

STATUS

The first CCAP agreement between SOCCCD for Saddleback College and SVUSD was approved in 2019. A CCAP Appendix is needed to include Spring 2021 courses being offered.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Appendix to the Dual Enrollment, SOCCCD (Saddleback College) and SVUSD College & Career Access Pathways Partnership to include Spring 2021 courses and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.

**COLLEGE AND CAREER ACCESS PATHWAYS (CCAP)
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT**

APPENDIX- SPRING 2021

WHEREAS, the College and Career Access Pathways Partnership Agreement (“CCAP Agreement”) is between Saddleback College (“COLLEGE”) a college of the South Orange County Community College District, (SOCCCD), and Saddleback Valley Unified School District (SCHOOL DISTRICT).

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses pursuant to Education Code 76004; and

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses pursuant to Education Code 76004; and

NOW THEREFORE, SOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. CCAP AGREEMENT-The College and School District entered into this CCAP Agreement on December 19, 2019, pursuant to action of the governing boards of the College and School District.

South Orange County Community College District Board Meetings:

- (a) Information Board Meeting Date: November 18, 2019
- (b) Public Comment Board Meeting Date: December 16, 2019

School District Board Meetings:

- (a) Information Board Meeting Date: November 14, 2019
- (b) Public Comment Board Meeting Date: December 12, 2019

2. SOCCCD, COLLEGE and SCHOOL DISTRICT Point of Contact:

LOCATION	NAME	TELEPHONE	EMAIL
SOCCCD:	Priya Jerome	949-582-4680	pjerome@socccd.edu
College:	Kari Irwin	949-582-4273	kirwin@saddleback.edu
School District:	Kimberly Thomason	949-580-3441	Kimberly.Thomason@svusd.org

3. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

4. CCAP AGREEMENT PROGRAM YEAR - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: 2020-2021 COLLEGE: Saddleback College

EDUCATIONAL PROGRAM(s): Business, CIM, Culinary, Counseling SCHOOL DISTRICT: Saddleback Valley Unified School District

HIGH SCHOOLS: Virtual Academy (VA), El Toro, Laguna Hills, Mission Viejo, Trabuco Hills, Silverado (S)

TOTAL NUMBER OF STUDENTS TO BE SERVED: 200	TOTAL PROJECTED FTES: 20
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COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
VA: Oral Business Communications	BUS 102	Spring 2021	Online	Online	K. Kurr	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
VA: Marketing	BUS 135	Spring 2021	Online	Online	M. Weckerly	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
VA: Introduction to Information Systems	CIM 10	Spring 2021	Online	Online	A. Foote	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
VA: Information and Communication Technology Essentials CompTIA A+	CIMN 110	Spring 2021	Online	Online	S. Korper	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
S: ServSafe- Culinary	FN 210	Spring 2021	Hybrid	Hybrid	D. Stillman	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
S: Intro to Culinary Arts	FN 246	Spring 2021	Hybrid	Hybrid	D. Stillman	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS
All SVUSD High School Sites: College & Career	CNSL 100	Spring 2021	Online	Online	Various	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered *pursuant to Education Code 76004*:

Students will be approved at the high schools.

5. BOOKS AND INSTRUCTIONAL MATERIALS - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	ESTIMATED COST	OTHER INSTRUCTIONAL MATERIALS	ESTIMATED COST
Oral Business Communications	Zero Textbook Cost (ZTC)	\$0	NA	\$0
Marketing	Marketing (SADDLEBACKLLEdition)(CUSTOM) Edition: 8th ISBN: 9781264075300 Author: Kerin Publisher: McGraw-Hill Formats: Loose-Leafsan	\$98.25	NA	\$0
Introduction to Information Systems	MyLab IT for Office 2019: GO! All in One, 4th Edition Textbook: GO! All in One: Computer Concepts and Applications, 4th Edition Author(s): Gaskin, Shelley Geoghan, Debra Vargas, Alicia Graviett, Nancy Textbook ISBN-13: 9780135438862. This is an ebook on MyITLab website with an access code on a card	\$135	NA	\$0
Information and Communication Technology Essentials CompTIA A+	LabSim for PC Pro, ISBN: 9781935080428, Author: Testout, Publisher: TEST OUT CORPORATION, Formats: Adobe Digital Editions	\$172	NA	\$0
ServSafe-Culinary	ServSafe plus Exam	\$148.25	NA	\$0
Intro to Culinary Arts	ON Cooking	\$195.50	Material Fee	\$80.00
College & Career	N/A	\$0	N/A	\$0

6. FACILITIES USE

6.1 COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 17, Facilities, of this CCAP Agreement.

6.2 COLLEGE, as part of Section 15.3 of this CCAP Agreement, shall extend access and use of the following SCHOOL DISTRICT facilities:

BUILDING	CLASSROOM	DAYS	HOURS
El Toro HS Laguna Hills HS Mission Viejo HS Trabuco Hills HS Virtual Academy	Online	Online	Online
Silverado HS	Online/Hybrid	Online/Hybrid	Online/Hybrid

CAPISTRANO UNIFIED SCHOOL DISTRICT

By: _____

Print Name: Crystal Turner, Ed.D

Print Title: Superintendent

Date: _____

SOUTH ORANGE COMMUNITY COLLEGE DISTRICT

By: _____

Print Name: Ann-Marie Gabel

Print Title: Vice Chancellor, Business Services

Date: _____

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Irvine Valley College: Curriculum Revisions for the 2021-2022 Academic Year

ACTION: Approval

BACKGROUND

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

STATUS

IVC proposes additions, revisions, and deletions to the curriculum of the College. Exhibit A includes new, revised, and deleted courses and programs that are recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of IVC for the 2021-2022 academic year pursuant to Title 5, Section 53200 et seq.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the proposed curriculum changes for the 2021-2022 academic year at IVC.

**IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED COURSES
ACADEMIC YEAR 2021-2022**

**Exhibit A
Page 1 of 2**

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

IRVINE VALLEY COLLEGE
NEW, REVISED, AND DELETED COURSES
ACADEMIC YEAR 2021-2022

Exhibit A
Page 2 of 2

School	Catalog Id	Course Id	Abbreviated Course Title	Action Taken
Arts	9923.27	DNCE 6	Basic Ballet I	rpt, lrng obj, tps, assign, moe, SLOs, txt
	9923.35	DNCE 7	Beginning Ballet II	cat desc, sch desc, rpt, lrng obj, tps, assign, moe, SLOs, txt
	9942.05	DNCE 85	Music for Dance	tps, moe, SLOs, txt
HUM	14828.00	WR 16	Writing Creative Nonfiction	prereq
	14853.00	WR 17	Intermediate Screenwriting	prereq
LS	14852.00	LIB 20H	Advanced Research and Information Competency	prereq
LLR	10330.00	JA 3	Intermediate Japanese I	prereq
	10332.00	JA 4	Intermediate Japanese II	prereq

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: SOCCCD, Saddleback College, and Irvine Valley College:
Vision and Mission Statements

ACTION: Approval

BACKGROUND

The accreditation standards recommend periodic review of all mission statements. As recommended, SOCCCD, Saddleback College, Irvine Valley College (IVC) annually review their vision and mission statements and report revisions to the Board of Trustees each academic year.

STATUS

The SOCCCD vision and mission statements are reviewed each year by the District-wide Planning Council (DWPC). On May 27, 2020, the DWPC met and reviewed the current SOCCCD vision and mission statements. No changes were recommended. Chancellor Burke accepted the Council's recommendation. The current vision and mission statements are presented in Exhibit A.

The Saddleback College vision and mission statements went through a data driven review by the Academic Senate and the college's strategic planning committees. As a result, a revised vision and mission statement received final approval by Consultation Council on June 16, 2020. President Stern accepted Council's recommendation. The previous and new vision and mission statements are presented in Exhibit B.

The Irvine Valley College vision and mission statements went through a review by the Academic Senate and the college's strategic planning committees. As a result, the vision statement and revised mission statement received final approval by the Strategic Planning and Accreditation Council on September 23, 2020. President Hernandez accepted the Council's recommendation. The current vision and new mission statements are presented in Exhibit C.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the vision and mission statements as shown in Exhibits A, B, and C.

Item Submitted By: *Dr. Elliot Stern and Dr. John Hernandez, Presidents;
and Dr. Robert Bramucci, Vice Chancellor, Technology and Learning Services*

South Orange County Community College District

Previous Vision and Mission

VISION

To be an educational leader in a changing world.

MISSION

We provide a dynamic and innovative learning environment for diverse learners of all ages, backgrounds, and abilities. The District promotes access, success, and equity to meet each student's goals of skills development, certificate, associate degree, transfer or personal enrichment. The SOCCCD contributes to the economic vitality of the region.

South Orange County Community College District

New Vision and Mission

VISION

(No change)

MISSION

(No change)

Saddleback College

Previous Vision, Mission, and Values

VISION

Saddleback College will be the first choice of students who seek a dynamic, innovative, and student-centered postsecondary education.

MISSION

Saddleback College enriches its students and the south Orange County community by providing a comprehensive array of high-quality courses and programs that foster student learning and success in the attainment of academic degrees and career technical certificates, transfer to four-year institutions, improvement of basic skills, and lifelong learning.

Values

Commitment	We commit to fulfilling our mission to serve the south Orange County community.
Excellence	We dedicate ourselves to excellence in academics, student support, and community service.
Collegiality	We foster a climate of integrity, honesty, and respect.
Success	We place our highest priority on student learning and delivering comprehensive support for student success.
Partnership	We strive to develop strong and lasting partnerships among students, faculty, staff, and the community.
Innovation	We anticipate and welcome change by encouraging innovation and creativity.
Academic Freedom	We endorse academic freedom and the open exchange of ideas.
Sustainability	We promote environmental sustainability and use our resources responsibly to reduce our ecological impact.
Inclusiveness	We cultivate equity and diversity by embracing all cultures, ideas, and perspectives.
Global Awareness	We recognize the importance of global awareness and prepare our students to live and work in an increasingly interconnected world.

Saddleback College

New Vision, Mission, and Values

VISION

Inspired by a passion for teaching and learning and a belief in human potential, Saddleback College transforms the lives of its students by offering high-quality, career-building, and life-enriching education.

MISSION

Saddleback College empowers its diverse student body to achieve personal, academic, and economic advancement through equitable and innovative educational experiences.

Values

Empowerment	We empower students through challenging, collaborative, and engaging educational experiences.
Excellence	We dedicate ourselves to excellence in academics, student support, and service to the community.
Inclusivity	We create a welcoming environment in which all members of our college community have equitable opportunities and feel capable, nurtured, and respected.
Integrity	We promote honesty, transparency, and accountability.
Openness	We cultivate a learning environment open to diverse perspectives and the free exchange of ideas.
Partnership	We strive to develop strong and lasting partnerships across the college and with the surrounding community.
Success	We place our highest priority on helping students achieve their academic and career goals.
Sustainability	We promote environmental sustainability and use our resources responsibly.

Irvine Valley College

VISION

Irvine Valley College is a premier educational institution that provides students avenues for success through exceptional services and dynamic partnerships.

No proposed changes to the Vision Statement

MISSION: Current version

Irvine Valley College offers clear and guided pathways to transfer opportunities, certificates, associate degrees, employment, and further education to a diverse and dynamic local and global community. We support student access, success, and equity. IVC fosters economic and workforce development through strategic partnerships with business, government, and educational networks.

MISSION: Proposed version

Student equity, inclusion, access, and success are central to Irvine Valley College's identity. We offer clear and guided pathways to transfer opportunities, certificates, associate degrees, employment, and further education to a diverse and dynamic local and global community. IVC fosters economic and workforce development through strategic partnerships with business, government, and educational networks.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Saddleback College and Irvine Valley College: Spring 2021
Community Education Programs

ACTION: Approval

BACKGROUND

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

STATUS

A variety of educational and recreational events have been planned by the Saddleback College Community Education department for the Spring Semester 2021. Irvine Valley College will not offer any Community Education courses in Spring 2021. Expenses for conducting these courses will be paid by income from participant fees. The Saddleback College course offerings, presenters, and compensation are outlined in Exhibit A.

RECOMMENDATION

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

Item Submitted By: *Dr. Elliot Stern, President, Saddleback College, and
Dr. John Hernandez, President, Irvine Valley College*

South Orange County Community College District
SADDLEBACK COLLEGE

COMMUNITY EDUCATION NOT-FOR-CREDIT/FEE-BASED PROGRAM - Spring 2021

PROGRAM	ACTIVITY TITLE	DATES	TRAINER	HONORARIA	FEE
Adult	Virtual: 52 Essential Conversations to Have with Your Tweens and Teens	1/1 - 6/30	Mind Brain Parenting (I)	50% Net	TBA
	Virtual: Acrylic/Oil Painting Workshop	1/1 - 6/30	Matteo DiVentra (E)	\$30/hr	\$130
	Virtual: Acrylic/Oil Painting Workshop	1/1 - 6/30	TBA	50% Net	TBA
	Virtual: Adult ADHD Crash Course: ADHD 101	1/1 - 6/30	Natalia van Rikxoort (E)	50% Net	TBA
	Virtual: Advanced Selling on eBay	1/1 - 6/30	Frances Greenspan (E)	50% Net	TBA
	Virtual: ASE Exam Test Preparation	1/1 - 6/30	TBA	Varies	TBA
	Virtual: Ballroom and Swing	1/1 - 6/30	Bumpin' Ballroom (I)	50% Net	\$45
	Virtual: Beatles Intermediate Guitar	1/1 - 6/30	Ron Gorman (E)	50% Net	\$100
	Virtual: Become a Live Scan Fingerprint Roller/Operator	1/1 - 6/30	livescandclasses.com (I)	50% Net	TBA
	Virtual: Become A Professional Organizer	1/1 - 6/30	Nancy Miller (E)	50% Net	TBA
	Virtual: Beginning and Intermediate Watercolor Workshop	1/1 - 6/30	TBA	50% Net	TBA
	Virtual: Beginning Blues Harmonica	1/1 - 6/30	David Broida (E)	50% Net	TBA
	Virtual: Beginning Guitar	1/1 - 6/30	Ron Gorman (E)	50% Net	\$100
	Virtual: Beginning Guitar	1/1 - 6/30	Ron Gorman (E)	50% Net	TBA
	Virtual: Beginning Ukulele	1/1 - 6/30	Ron Gorman (E)	50% Net	\$100
	Virtual: Beginning Ukulele	1/1 - 6/30	Ron Gorman (E)	50% Net	TBA
	Virtual: Beyond Beginning Ukulele	1/1 - 6/30	Ron Gorman (E)	50% Net	\$100
	Virtual: Beyond Beginning Ukulele	1/1 - 6/30	Ron Gorman (E)	50% Net	TBA
	Virtual: Blogging For Fun and Profit	1/1 - 6/30	Bob Cohen (I)	50% Net	\$49
	Virtual: Blogging for Fun and Profit	1/1 - 6/30	Bob Cohen (I)	50% Net	TBA
	Virtual: Botanicals Watercolor Workshop	1/1 - 6/30	Corinne Haig (E)	50% Net	\$130
	Virtual: Botanicals Watercolor Workshop	1/1 - 6/30	TBA	50% Net	TBA
	Virtual: Calligraphy	1/1 - 6/30	Victoria Kibildis (E)	50% Net	\$200
	Virtual: CBEST - California Basic Educational Skills Test	1/1 - 6/30	BTPS Testing Sandra Edwards (I)	50% Net	TBA
	Virtual: Clutterology®: Eliminate Clutter In Your Life	1/1 - 6/30	Nancy Miller (E)	50% Net	\$49
	Virtual: CNG Fuel System Inspection	1/1 - 6/30	TBA	Varies	TBA
	Virtual: College Essay Boot Camp	1/1 - 6/30	Meredith Ritner (E)	50% Net	TBA
	Virtual: Community (HOA) Leadership Training Program	1/1 - 6/30	Community Associations Institution (I)	50% Net	TBA
	Virtual: Create Your Own Beautiful, Living Succulent Arrangement	1/1 - 6/30	Robert Farnsworth (E)	50% Net	TBA
	Virtual: Creating Lasting Memories with Your Smart Phone	1/1 - 6/30	Mike Pourarian (E)	50% Net	TBA
	Virtual: Creative Calligraphy: English Round-Hand	1/1 - 6/30	Victoria Kibildis (E)	50% Net	TBA
	Virtual: Creative Digital Portrait Photography	1/1 - 6/30	Laura Hoffman (E)	50% Net	TBA
	Virtual: Dance Classes for Adults	1/1 - 6/30	Bumpin' Ballroom (I)	50% Net	TBA
	Virtual: Digital Multi-Meter Fundamentals	1/1 - 6/30	TBA	Varies	TBA
	Virtual: Discover Photography: Part 1	1/1 - 6/30	TBA	50% Net	TBA
	Virtual: Discover Photography: Part 2	1/1 - 6/30	TBA	50% Net	TBA
	Virtual: Drawing Workshop	1/1 - 6/30	Matteo DiVentra (E)	\$30/hr	\$130
	Virtual: Drawing Workshop	1/1 - 6/30	TBA	50% Net	TBA
	Virtual: Eagles Intermediate Guitar	1/1 - 6/30	Ron Gorman (E)	50% Net	TBA
	Virtual: Electrical Fundamentals	1/1 - 6/30	TBA	Varies	TBA
	Virtual: Eliminate Clutter in Your Home and Office	1/1 - 6/30	Nancy Miller (E)	50% Net	TBA
	Virtual: Essential Oil Make and Take Series	1/1 - 6/30	Amber Cambria (E)	50% Net	TBA
	Virtual: Financial Planning for Women	1/1 - 6/30	Strivent Financial (I)	50% Net	\$39
	Virtual: Financial Planning for Women	1/1 - 6/30	Kevin Henss (E)	50% Net	TBA
	Virtual: Fingerstyle Guitar	1/1 - 6/30	Ron Gorman (E)	50% Net	TBA
	Virtual: First Hand French	1/1 - 6/30	TBA	50% Net	TBA
	Virtual: Five Weeks to a Beautiful Garden!	1/1 - 6/30	Robert Farnsworth (E)	50% Net	TBA
	Virtual: Foreign Language Students	1/1 - 6/30	FLS International (I)	Varies	TBA
	Virtual: Get to Know the US Constitution	1/1 - 6/30	Mike Pourarian (E)	50% Net	TBA
	Virtual: Hand and Wheel Ceramics	1/1 - 6/30	Don Ryan (E)	\$30/hr	TBA
	Virtual: Having the Talk: Parent-Based Sexuality Health Education for Far	1/1 - 6/30	Jill Halbert (E)	50% Net	TBA
	Virtual: Healthy Harmonica: Songs and Rhythms	1/1 - 6/30	David Broida (E)	50% Net	TBA
	Virtual: Healthy Living with Parkinson's	1/1 - 6/30	Allison Smith (E)	50% Net	TBA
	Virtual: HiSet Testing	1/1 - 6/30	Javier Corrales (E)	Varies	TBA
	Virtual: Home Computer Networks for Beginners	1/1 - 6/30	Bob Cohen (I)	50% Net	\$39
	Virtual: Home Computer Networks for Beginners	1/1 - 6/30	Bob Cohen (I)	50% Net	TBA
	Virtual: Home-Based Auto Dealer Business	1/1 - 6/30	Ronald Wayne Williams (E)	50% Net	TBA
	Virtual: How to Apply Design Thinking at Work and in Life	1/1 - 6/30	Mind Brain Parenting (I)	50% Net	TBA
	Virtual: How to Be a Mystery Shopper	1/1 - 6/30	Jennifer Hayes Schutz (I)	50% Net	TBA
	Virtual: How To Be Published For FREE!	1/1 - 6/30	Mike Rounds (E)	50% Net	\$49
	Virtual: How To Be Published for FREE!	1/1 - 6/30	Mike Rounds (E)	50% Net	TBA
	Virtual: How To Create A Website In 24 Hours For Free!	1/1 - 6/30	Mike Rounds (E)	50% Net	\$49
	Virtual: How To Create A Website in 24 Hours for FREE!	1/1 - 6/30	Mike Rounds (E)	50% Net	TBA
	Virtual: How to Play Piano by Ear	1/1 - 6/30	Craig Coffman (I)	50% Net	\$59
	Virtual: How To Play Piano By Ear	1/1 - 6/30	Craig Coffman (I)	50% Net	TBA
	Virtual: How To Sell on eBay®	1/1 - 6/30	Frances Greenspan (E)	50% Net	TBA
	Virtual: How to Sell Your Ideas and Inventions	1/1 - 6/30	Mike Rounds (E)	50% Net	TBA
	Virtual: HSE Computer Technology Learning Center	1/1 - 6/30	Adult Education Instructor (E)	Grant	TBA
	Virtual: HSE Math	1/1 - 6/30	Adult Education Instructor (E)	Grant	TBA
	Virtual: HSE Math - Spanish	1/1 - 6/30	Adult Education Instructor (E)	Grant	TBA
	Virtual: HSE Reading/Writing	1/1 - 6/30	Adult Education Instructor (E)	Grant	TBA
	Virtual: HSE Reading/Writing - Spanish	1/1 - 6/30	Adult Education Instructor (E)	Grant	TBA
	Virtual: Importance of Long Term Care Insurance Pre- & Post-Retirement	1/1 - 6/30	James Wigen (E)	50% Net	TBA
	Virtual: Improving Your PC's Performance	1/1 - 6/30	Bob Cohen (I)	50% Net	\$39

	Virtual: Increase Your Income With A Home-Based Business	1/1 - 6/30	Nancy Miller (E)	50% Net	\$49
	Virtual: Increase Your Income with a Home-Based Business	1/1 - 6/30	Nancy Miller (E)	50% Net	TBA
	Virtual: Instant Piano for Hopelessly Busy People	1/1 - 6/30	Craig Coffman (I)	50% Net	\$59
	Virtual: Instant Piano for Hopelessly Busy People	1/1 - 6/30	Craig Coffman (I)	50% Net	TBA
	Virtual: Intermediate Beatles Guitar	1/1 - 6/30	Ron Gorman (E)	50% Net	TBA
	Virtual: Intermediate Blues Guitar	1/1 - 6/30	Ron Gorman (E)	50% Net	TBA
	Virtual: Intermediate Guitar	1/1 - 6/30	Ron Gorman (E)	50% Net	TBA
	Virtual: Introduction to Digital Photography: "The Camera Class"	1/1 - 6/30	Laura Hoffman (E)	50% Net	TBA
	Virtual: Introduction to Wine Appreciation	1/1 - 6/30	Michelle Mooney (E)	50% Net	TBA
	Virtual: Investment Boot Camp	1/1 - 6/30	Jalon O'Connell (E)	50% Net	TBA
	Virtual: Investment Strategies for Growth and income	1/1 - 6/30	Charles Goffin (E)	50% Net	TBA
	Virtual: iPhones®, iPads®, . . . and I'm Lost®	1/1 - 6/30	Bob Cohen (I)	50% Net	TBA
	Virtual: iPhones®, iPads®: Beyond the Basics	1/1 - 6/30	Bob Cohen (I)	50% Net	TBA
	Virtual: Italian Supreme: A Taste of Italy	1/1 - 6/30	Conversa (I)	50% Net	TBA
	Virtual: Loan Signing Specialist Training	1/1 - 6/30	Masters Notary Academy (I)	50% Net	TBA
	Virtual: Makeup 101	1/1 - 6/30	Michele Godinez (E)	50% Net	TBA
	Virtual: Marketing Your Business On Facebook And Social Media Sites	1/1 - 6/30	Bob Cohen (I)	50% Net	\$49
	Virtual: Marketing Your Business on Facebook and Social Media Sites	1/1 - 6/30	Bob Cohen (I)	50% Net	TBA
	Virtual: Master Your Investments	1/1 - 6/30	Jalon O'Connell-Morton (E)	50% Net	TBA
	Virtual: Natural A s: Parent/Guardian Registration	1/1 - 6/30	Curtis Adney (E)	50% Net	\$49
	Virtual: Natural A's	1/1 - 6/30	Curtis Adney (E)	50% Net	\$49
	Virtual: Notary Public Training	1/1 - 6/30	Masters Notary Academy (I)	50% Net	TBA
	Virtual: Online No-Credit Classes	1/1 - 6/30	Education To Go (I)	\$55-\$175pp	TBA
	Virtual: Organic Gardening and Composting: Create a Home Vegetable C	1/1 - 6/30	Robert Farnsworth (E)	50% Net	TBA
	Virtual: Parenting ADHD Crash Course: Parenting with an ADHD Lens	1/1 - 6/30	Natalia van Rikxoort (E)	50% Net	TBA
	Virtual: Piano Made Easy Series	1/1 - 6/30	Craig Coffman (I)	50% Net	\$108
	Virtual: Piano Made Easy Series	1/1 - 6/30	Craig Coffman (I)	50% Net	TBA
	Virtual: Plant-Based Diets: The Why and How	1/1 - 6/30	Lori Hoolihan (E)	50% Net	TBA
	Virtual: Plein Air Landscape Watercolor Workshop	1/1 - 6/30	TBA	50% Net	TBA
	Virtual: Podcasting for Profit	1/1 - 6/30	Mike Rounds (E)	50% Net	TBA
	Virtual: Proctoring Services	1/1 - 6/30	In-House Services (E)	PP	TBA
	Virtual: Protect Your Property with Patents, Trademarks, and Copyrights	1/1 - 6/30	Mike Rounds (E)	50% Net	TBA
	Virtual: Quilting	1/1 - 6/30	Pam Hadfield (E)	50% Net	TBA
	Virtual: Renewable and Alternative Fuel Vehicle Training	1/1 - 6/30	TBA	Varies	TBA
	Virtual: Retirement: A Phase of Life?	1/1 - 6/30	TBA	TBA	TBA
	Virtual: Savvy Cyber Security	1/1 - 6/30	James Peters (E)	50% Net	TBA
	Virtual: Secrets of Social Media and Internet Marketing	1/1 - 6/30	Bob Cohen (I)	50% Net	\$49
	Virtual: Secrets of Social Media and Internet Marketing	1/1 - 6/30	Bob Cohen (I)	50% Net	TBA
	Virtual: Social Security Strategies and Retirement Planning	1/1 - 6/30	Jalon O'Connell (E)	50% Net	TBA
	Virtual: Sound Retirement Strategies	1/1 - 6/30	David Brown (E)	50% Net	TBA
	Virtual: Speed Spanish	1/1 - 6/30	Christy Nelson (E)	50% Net	TBA
	Virtual: SRT - Motorcyclist Safety Program	1/1 - 6/30	Saddleback Rider Training (I)	Varies	TBA
	Virtual: Stained Glass for Beginners	1/1 - 6/30	Glass Spectrum (I)	60% Net	TBA
	Virtual: Stock Picking - DIY	1/1 - 6/30	Chase Metcalf (E)	50% Net	TBA
	Virtual: Surface Decoration: Ceramics	1/1 - 6/30	Don Ryan (E)	\$30/hr	TBA
	Virtual: Teen Road To Safety	1/1 - 6/30	Teen Road To Safety Inc. (I)	Varies	TBA
	Virtual: Travel Tours/Multi-Day Trips	1/1 - 6/30	Good Times Travel (I)	PP	TBA
	Virtual: Using Your Computer to Make Money	1/1 - 6/30	Nancy Miller (E)	50% Net	TBA
	Virtual: Veterans Art Project	1/1 - 6/30	TBA	Varies	TBA
	Virtual: What Were You Born To Do?	1/1 - 6/30	Curtis Adney (E)	50% Net	\$55
	Virtual: What Were You Born To Do?	1/1 - 6/30	Curtis Adney (E)	40% Net	\$55
	Virtual: Woodworking Workshop	1/1 - 6/30	Barbara Holmes	50% Net	TBA
	Virtual: You Belong in Bowling	1/1 - 6/30	TBA	TBA	TBA
	Virtual: Zumba	1/1 - 6/30	Elizabeth Lorenzo (E)	50% Net	TBA
CFK	Virtual: 24	1/1 - 6/30	Chris Elliott (E)	30-70% Net	TBA
	Virtual: 24	1/1 - 6/30	Robert Johnson (E)	30-70% Net	TBA
	Virtual: 6-8 Enrichment	1/1 - 6/30	TBA	50-70% Net	TBA
	Virtual: 6-8 Enrichment	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
	Virtual: 6-8 Enrichment	1/1 - 6/30	Michael Hale (E)	50-70% Net	TBA
	Virtual: 6-8 Enrichment	1/1 - 6/30	Andrika Bowen (E)	50-70% Net	TBA
	Virtual: 6-8 Enrichment	1/1 - 6/30	Deanna Bleidistel (E)	50-70% Net	TBA
	Virtual: Academic Bridge	1/1 - 6/30	Academic Bridge Academy (I)	50-70% Net	TBA
	Virtual: Academic Chess	1/1 - 6/30	Academic Chess (I)	50-70% Net	TBA
	Virtual: Academic Chess: Modular and Action Origami	1/1 - 6/30	Academic Chess (I)	50-70% Net	TBA
	Virtual: Academic Origami	1/1 - 6/30	Academic Chess (I)	50-70% Net	TBA
	Virtual: Academic Origami: Magic Origami	1/1 - 6/30	Academic Chess (I)	50-70% Net	TBA
	Virtual: Academic Origami: Modular in Action Origami	1/1 - 6/30	Academic Chess (I)	50-70% Net	TBA
	Virtual: Academic Origami: Paper Airplanes and Aerodynamics	1/1 - 6/30	Academic Chess (I)	50-70% Net	TBA
	Virtual: Advanced Robotics	1/1 - 6/30	Ann Berger (E)	50-70% Net	TBA
	Virtual: Algebra for Teens - Level 1A	1/1 - 6/30	CFK Staff (E)	50-70% Net	TBA
	Virtual: Algebra for Teens - Level 1B	1/1 - 6/30	CFK Staff (E)	50-70% Net	TBA
	Virtual: Algebra for Teens - Level I	1/1 - 6/30	CFK Staff (E)	50-70% Net	TBA
	Virtual: Algebra for Teens - Level II	1/1 - 6/30	CFK Staff (E)	50-70% Net	TBA
	Virtual: Art	1/1 - 6/30	Mary Jo Barharm (E)	30-70% Net	TBA
	Virtual: Art	1/1 - 6/30	Tanya Bonetti (E)	30-70% Net	TBA
	Virtual: Art	1/1 - 6/30	Matteo Di Ventra (E)	\$30/hr	TBA
	Virtual: Art	1/1 - 6/30	Kayla Janes (E)	\$30/hr	TBA
	Virtual: Art	1/1 - 6/30	TBA	50-70% Net	TBA
	Virtual: Art Camp	1/1 - 6/30	Art Just Create It (I)	50-70% Net	TBA

Virtual: ARTIME Academy	1/1 - 6/30	ARTIME (I)	50-70% Net	TBA
Virtual: ARTIME Academy	1/1 - 6/30	ARTIME (I)	50-70% Net	TBA
Virtual: Arts and Crafts	1/1 - 6/30	Ann Berger (E)	50-70% Net	TBA
Virtual: Athletic Training Academy	1/1 - 6/30	Courtney Doan Hoopingartner (E)	TBA	TBA
Virtual: Babysitter's Training	1/1 - 6/30	Premier Aquatics (I)	Varies	TBA
Virtual: Back To Broadway	1/1 - 6/30	Paul Dean Martin	50-70% Net	TBA
Virtual: Beginner Computer Fashion with Adobe Illustrator	1/1 - 6/30	Laurie Murphy-Klein (E)	50-70% Net	TBA
Virtual: Beginners Fashion Design Program	1/1 - 6/30	Laurie Murphy-Klein (E)	50-70% Net	TBA
Virtual: Beginning Guitar for Kids/Teens	1/1 - 6/30	Ron Gorman (E)	50-70% Net	TBA
Virtual: Beginning Guitar/Ukulele	1/1 - 6/30	Ron Gorman (E)	50-70% Net	\$189
Virtual: Beginning Guitar & Ukulele Ensemble Class	1/1 - 6/30	Ron Gorman (E)	50-70% Net	TBA
Virtual: Beginning Robotics	1/1 - 6/30	Ann Berger (E)	50-70% Net	TBA
Virtual: Beginning Ukulele for Kids/Teens	1/1 - 6/30	Ron Gorman (E)	50-70% Net	TBA
Virtual: Bioengineering: Designing Life	1/1 - 6/30	Bionerds (I)	62.5% Net	TBA
Virtual: Bionerds	1/1 - 6/30	Paul Dean-Martin (E)	50-70% Net	TBA
Virtual: Bionerds: Animal Kingdom: Wilder Than You Think!	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Aquatic Creatures: No Gills Required!	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Camping Science: Connecting with Nature	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Dinosaurs: Fantastic Pre-Historic World	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Food Science: Your Food is Alive!	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Forensic Science: Bionerds' Way!	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: From Head to Toes	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Halloween Science with Boo-ionerds	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Human Body: We are Super!	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Insects: Bug Me if You Dare!	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: It's All About Life	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Land and Water Creatures	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Marine Animals: Amazing Waterworld!	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Microscopic World: What You Can't See May Surprise You	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Bionerds: Mix and Match Biology	1/1 - 6/30	Bionerds (I)	50-75% Net	TBA
Virtual: Brain Builders	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: Chess Club	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: Engineering with LEGO®: Crazy Contraptions	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: Engineering with LEGO®: Junkyard Challenge	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: Engineering with LEGO®: Robo Olympics	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: Engineering with LEGO®: Super Structures	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: Engineering with LEGO®: Super Stunt Vehicles	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: Engineering with LEGO®: Xtreme Catapults	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: Engineering with LEGO®: Xtreme Race Cars	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: STEM Lab Air Propulsion	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brain Builders: STEM Lab: Forensics	1/1 - 6/30	Brain Builders (I)	50-70% Net	TBA
Virtual: Brainstorm	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: 3D Game Design	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Advanced Apps, Arduino & Robotics	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Android Apps & Arduino Electronics	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Android Studio	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: App and Game Design	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: App and Game Development	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: App and Inventor Edition	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Game Development and Design	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: HTML & CSS	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: IT & Cyber Security	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Kodu Game Lab	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Python Programming	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Scratch	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Scratch & Kodu Programming	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Tech Titans	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Code Academy: Web Development	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Engineering & Robotics: Robo Revolution	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Filmmaking	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Game Development & Minecraft Programming	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: GameMaker: 2D Game Dev	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: GameMaker: 3D Game Design	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: GameMaker: 3D Game Development with Unity & Unreal	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: GameMaker: Code & Create	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: GameMaker: Coders and Creators	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: GameMaker: Game Development with Unity	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: GameMaker: Game Development with Unreal	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Go Think!	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Engineering & Robotics	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Engineering & Robotics: Motors & Mindstorm	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Engineering: Evolution of Engineering	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Engineering: Jedi Academy	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Engineering: Jedi's and Superheroes	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Engineering: Medieval Machines	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Engineering: Modern Machines	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Engineering: Superhero City	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Robotics	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: LEGO® Robotics Academy	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA

Virtual: Brainstorm: LEGO® Robotics: BattleBots	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: MakerStudio: 3D Printing	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Advanced Modding	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: California Missions	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Circuits & Electronics	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Civilizations	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Dinocraft	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Java Modding	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Math	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Minecraft Modding	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Programming and Modding	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Python Modding	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Python Temple	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Revolutions	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Robotics	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Robotics and Redstones	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Robotics Programming	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Minecraft University: Rocketry	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM Studio: 3D Printing	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM Studio: CodeFlyers Drone Developer	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM Studio: CodeFlyers Flight School	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM Studio: Engineering & Robotics	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM Studio: Rocketry	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM Studio: YouTube & Moviemaking Masters	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM University: Excellence Through Engineering	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM University: Mastering Math	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM University: Success in Science!	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: STEAM University: Teaching with Technology	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: VEX Robotics: BotSports	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: Coding and Robotics	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: Rocketry	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: STEAM Academy	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: STEM Lab	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: STEM Lab 2!	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: STEM Lab Cubed (3)!	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: STEM Lab Squared (2)!	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: STEM Lab, Jr.	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: Super Scientists	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Brainstorm: Young Einsteins: Tech Academy	1/1 - 6/30	Brainstorm Studios, LLC (I)	50-75% Net	TBA
Virtual: Building Number Sense One Game at a Time	1/1 - 6/30	Valerie Robbins-Meyers (E)	50-70% Net	TBA
Virtual: Bumpin Ballroom	1/1 - 6/30	Bumpin Ballroom (I)	50-70% Net	TBA
Virtual: Calling All Detectives: Solve the Mystery of Felix, the Missing Milli	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: Camp Galileo	1/1 - 6/30	Galileo Learning, LLC (I)	TBD	TBA
Virtual: Camp Invention	1/1 - 6/30	Camp Invention (I)	85% Net	TBA
Virtual: Capture the Flag	1/1 - 6/30	Chris Elliott (E)	30-70% Net	TBA
Virtual: Capture the Flag	1/1 - 6/30	Robert Johnson (E)	30-70% Net	TBA
Virtual: Catch a Wave into First Grade	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: Catch a Wave into Second Grade	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: Ceramics FUNDamentals	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Cheerleading	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Cheerleading Skills Clinics	1/1 - 6/30	College for Kids Staff (E)	Varies	TBA
Virtual: Chess Day Camp	1/1 - 6/30	Academic Chess (I)	50-70% Net	TBA
Virtual: Code Academy: Python Programming	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: CodeSpeak Labs: Coding & Artificial Intelligence	1/1 - 6/30	CodeSpeak Labs (I)	75% Net	\$249
Virtual: CodeSpeak Labs: Coding and Artificial Intelligence	1/1 - 6/30	CodeSpeakLabs (I)	50-75% Net	TBA
Virtual: CodeSpeak Labs: Coding For Kids	1/1 - 6/30	CodeSpeak Labs (I)	75% Net	\$249
Virtual: CodeSpeak Labs: Coding for Kids	1/1 - 6/30	CodeSpeakLabs (I)	50-75% Net	TBA
Virtual: CodeSpeak Labs: Coding For Kids, Jr.	1/1 - 6/30	CodeSpeak Labs (I)	75% Net	\$249
Virtual: CodeSpeak Labs: Coding for Kids, Jr.	1/1 - 6/30	CodeSpeakLabs (I)	50-75% Net	TBA
Virtual: CodeSpeak Labs: Computer Coding & Graphic Design	1/1 - 6/30	CodeSpeak Labs (I)	75% Net	\$249
Virtual: CodeSpeak Labs: Computer Coding and Graphic Design	1/1 - 6/30	CodeSpeakLabs (I)	50-75% Net	TBA
Virtual: CodeSpeak Labs: Computer Coding to Save the World!	1/1 - 6/30	CodeSpeakLabs (I)	50-75% Net	TBA
Virtual: CodeSpeak Labs: JavaScript Programming	1/1 - 6/30	CodeSpeak Labs (I)	75% Net	\$249
Virtual: CodeSpeak Labs: JavaScript Programming	1/1 - 6/30	CodeSpeakLabs (I)	50-75% Net	TBA
Virtual: CodeSpeak Labs: Python Programming	1/1 - 6/30	CodeSpeak Labs (I)	75% Net	\$249
Virtual: CodeSpeak Labs: Python Programming	1/1 - 6/30	CodeSpeakLabs (I)	50-75% Net	TBA
Virtual: CodeSpeak Labs: Web Development	1/1 - 6/30	CodeSpeak Labs (I)	75% Net	\$249
Virtual: CodeSpeak Labs: Web Development	1/1 - 6/30	CodeSpeakLabs (I)	50-75% Net	TBA
Virtual: Codespeaks	1/1 - 6/30	CodeSpeak (I)	50-75% Net	TBA
Virtual: Comic Book Storytelling and World Building	1/1 - 6/30	Matteo Di Ventra (E)	\$30/hr	\$127
Virtual: Cookie Parade	1/1 - 6/30	Carrie Gray (E)	40-60% Net	TBA
Virtual: Cooking for Kids classes	1/1 - 6/30	LIFT Enrichment (I)	40% Net	TBA
Virtual: Cooking with Science	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: Craft-tivities	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: Craft-tivities	1/1 - 6/30	Tanya Bonetti (E)	50-70% Net	TBA
Virtual: Creating Masterpieces with Paint	1/1 - 6/30	Kayla Janes (E)	\$30/hr	\$127
Virtual: Creating with Clay	1/1 - 6/30	Art Just Create It (I)	50-70% Net	TBA
Virtual: Creative Cooks	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA

Virtual: Creative Fantasy Drawing	1/1 - 6/30	Matteo Di Ventra (E)	\$30/hr	\$127
Virtual: Creative Writing for Kids	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: CSI: Introduction to Forensic Anthropology	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Cut and Dissect - Level A	1/1 - 6/30	TBA	\$30/hr	TBA
Virtual: Cut and Dissect - Level B	1/1 - 6/30	TBA	\$30/hr	TBA
Virtual: Dare to Draw Anything!	1/1 - 6/30	TBA	\$30/hr	TBA
Virtual: Daydreamers Academy	1/1 - 6/30	Good for Nothing, Inc. (I)	50-70% Net	TBA
Virtual: Daydreamers Academy: Create Your Own Fairytale/Super Hero Movie	1/1 - 6/30	Good for Nothing, Inc. (I)	50-70% Net	TBA
Virtual: Daydreamers Academy: Daydreamers Music Production Madness!	1/1 - 6/30	Good for Nothing, Inc. (I)	50-70% Net	TBA
Virtual: Daydreamers Academy: Jelly Time Music Workshop	1/1 - 6/30	Good for Nothing, Inc. (I)	50-70% Net	TBA
Virtual: Daydreamers Academy: Movie Magic	1/1 - 6/30	Good for Nothing, Inc. (I)	50-70% Net	TBA
Virtual: Daydreamers Academy: My Books Come To Life	1/1 - 6/30	Good for Nothing, Inc. (I)	50-70% Net	TBA
Virtual: Daydreamers Academy: YouTube Production Academy	1/1 - 6/30	Good for Nothing, Inc. (I)	50-70% Net	TBA
Virtual: Developmental Reading For Kids	1/1 - 6/30	Carrie Gray (E)	50-70% Net	\$137
Virtual: Developmental Reading for Teens	1/1 - 6/30	CFK Staff (E)	\$30/hr	TBA
Virtual: Dinosaurs: Fantastic Prehistoric World!	1/1 - 6/30	Bionerds (I)	62.5% Net	TBA
Virtual: Diving Classes	1/1 - 6/30	Premier Aquatics (I)	Varies	TBA
Virtual: Drama Kids International	1/1 - 6/30	Drama Kids International (I)	50-70% Net	TBA
Virtual: Drop-In Aftercare	1/1 - 6/30	College for Kids Staff (E)	Varies	TBA
Virtual: Early Morning Art	1/1 - 6/30	Art Just Create It (I)	50-70% Net	TBA
Virtual: Emerald Cove Day Camp	1/1 - 6/30	Emerald Cove Camp, Inc.	Varies	TBA
Virtual: English Composition for Teens	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Environmental Nature Center	1/1 - 6/30	Environmental Nature Center (I)	50-70% Net	TBA
Virtual: Experienced Fashion Design Program	1/1 - 6/30	Laurie Murphy-Klein (E)	50-70% Net	TBA
Virtual: Experienced Fashion Design Program	1/1 - 6/30	Laurie Murphy-Klein (E)	50-70% Net	\$100
Virtual: Fairy Tale Feast	1/1 - 6/30	Ann Berger (E)	50-70% Net	TBA
Virtual: Fashion	1/1 - 6/30	Laurie Murphy-Klein (E)	50-70% Net	TBA
Virtual: First Grade Head Start	1/1 - 6/30	Chris Saalberg (E)	50-70% Net	TBA
Virtual: First Grade is #1! Let's Get Ready!	1/1 - 6/30	Kelly Barriera (E)	70% Net	\$85
Virtual: Fit Kids	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Basketball	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Cheerleading	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Dodgeball	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Field Games	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Flag Football	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Hip Hop	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Kindergarten Sports	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Lacrosse	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Soccer	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Tennis	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Fit Kids: Volleyball	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Four-Day Beginner Sewing and Fashion Design for Kids	1/1 - 6/30	Laurie Murphy-Klein (E)	50-70% Net	TBA
Virtual: Fun in the Sun	1/1 - 6/30	Dawn Trumbo (E)	35% Net	TBA
Virtual: Fun in the Sun	1/1 - 6/30	Kristi Martin (E)	35% Net	TBA
Virtual: Fun Shaolin Kung Fu	1/1 - 6/30	TBA	TBA	TBA
Virtual: Fun with Photoshop	1/1 - 6/30	Laura Hoffman (E)	50-70% Net	TBA
Virtual: Fundamentals of Drawing	1/1 - 6/30	Kayla Janes (E)	\$30/hr	\$127
Virtual: GAMEMAKER: 3D Game Dev with Unity	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: GAMEMAKER: Code Creators	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: GAMEMAKER: Roblox Design & Coding	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: GAMEMAKER: Roblox Game Designer	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: Games Galore	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: Games Galore	1/1 - 6/30	Heather Carlsen (E)	50-70% Net	TBA
Virtual: Games Galore	1/1 - 6/30	Tanya Bonetti (E)	50-70% Net	TBA
Virtual: Gee I Can Sculpt!	1/1 - 6/30	Greg Weiss (E)	50-70% Net	TBA
Virtual: Geometry for Teens	1/1 - 6/30	Doug Hill (E)	\$30/hr	TBA
Virtual: Getting Excited for Kindergarten	1/1 - 6/30	Brandye Iverson (E)	50-70% Net	TBA
Virtual: Golf Skills Clinics Advanced	1/1 - 6/30	SCPGA (I)	50-70% Net	TBA
Virtual: Golf Skills Clinics Beginners	1/1 - 6/30	SCPGA (I)	50-70% Net	TBA
Virtual: Golf: Tee It Up With TGA/SCPGA	1/1 - 6/30	SCPGA (I)	50-70% Net	TBA
Virtual: Handball Tournament of Champions	1/1 - 6/30	Courtney Doan Hoopingartner (E)	TBA	TBA
Virtual: Handwriting Heroes	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: High School Algebra 1 Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: High School Algebra 2 Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: High School Geometry Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Hip Hop	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Hip Hop Dance Camp	1/1 - 6/30	Fit Kids America (I)	50-70% Net	TBA
Virtual: Hip-Hop	1/1 - 6/30	Bumpin Ballroom (I)	50% Net	\$180
Virtual: I Love Craft-tivities	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: Incredifix: Viral Flx	1/1 - 6/30	Incredifix (I)	50-70% Net	TBA
Virtual: Insect: Bug Me If You Dare!	1/1 - 6/30	Bionerds (I)	62.5% Net	TBA
Virtual: Institute of Reading Development	1/1 - 6/30	Inst. of Reading Development (I)	PP	TBA
Virtual: Interactive Writing Workshop	1/1 - 6/30	D'Aleo-Russey (E)	\$30/hr	\$99
Virtual: Interactive Writing Workshop	1/1 - 6/30	Nancy D'Aleo-Russey (E)	\$30/hr	TBA
Virtual: Intro to Art Journaling	1/1 - 6/30	Sarah Donawerth (E)	50-70% Net	TBA
Virtual: Intro to Mixed-Media Art	1/1 - 6/30	Sarah Donawerth (E)	50-70% Net	TBA
Virtual: Irish Dance	1/1 - 6/30	Liz Lightner (E)	50-70% Net	TBA
Virtual: Jazz Camp	1/1 - 6/30	TBA	TBA	TBA

Virtual: Joey's Virtual Jazz Camp: Learn the Magic of Improvisation and In	1/1 - 6/30	Joey Sellers (E)	50% Net	\$145
Virtual: Jump Start Fifth Grade	1/1 - 6/30	Ann Berger (E)	50-70% Net	TBA
Virtual: Jump Start First Grade	1/1 - 6/30	Kim Downing (E)	70% Net	\$150
Virtual: Jump Start First Grade	1/1 - 6/30	Kim Downing (E)	35% Net	TBA
Virtual: Jump Start First Grade	1/1 - 6/30	Avonnette Bruce Tutoring (I)	50-70% Net	TBA
Virtual: Jump Start Kindergarten	1/1 - 6/30	Amy Clarke (E)	35% Net	TBA
Virtual: Jump Start Kindergarten	1/1 - 6/30	Kylie Schofield (E)	35% Net	TBA
Virtual: Jump Start Kindergarten	1/1 - 6/30	Avonnette Bruce Tutoring (I)	50-70% Net	TBA
Virtual: Jump Start Second Grade	1/1 - 6/30	Christy Grudynski (E)	50-70% Net	TBA
Virtual: Jump Start Third Grade	1/1 - 6/30	Christy Grudynski (E)	50-70% Net	TBA
Virtual: Junior Gauchos Fun Club	1/1 - 6/30	College for Kids Staff (E)	Varies	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Kylie Schofield (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Amy Clarke (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Nancy Conover (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Brandye Iverson (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Deanna Bleidistel (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Andrika Bowen (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Chris Elliott (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Kim Downing (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Christy Grudynski (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Avonnette Bruce Tutoring (I)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Chris Saalberg (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Valerie Robbins-Meyers (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Julie Hansen (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Tanya Bonetti (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Mary Jo Barharm (E)	50-70% Net	TBA
Virtual: K-5 Enrichment	1/1 - 6/30	Robert Johnson(E)	50-70% Net	TBA
Virtual: Keyboarding	1/1 - 6/30	Heather Carlsen (E)	50-70% Net	TBA
Virtual: Keyboarding	1/1 - 6/30	Tanya Bonetti (E)	50-70% Net	TBA
Virtual: Keyboarding on Personal Computers	1/1 - 6/30	Joyce Quade (E)	50-70% Net	TBA
Virtual: Kid Power	1/1 - 6/30	Mark Baines (E)	50-70% Net	TBA
Virtual: Kids Yoga and Mindfulness	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Kindergarten Kickoff	1/1 - 6/30	Avonnette Bruce Tutoring (I)	70% Net	\$125
Virtual: Kindergarten Kickoff	1/1 - 6/30	Avonnette Bruce Tutoring (I)	50-70% Net	TBA
Virtual: Landscapes: Whimsical to Abstract Art	1/1 - 6/30	Sarah Jaques (E)	\$30/hr	TBA
Virtual: LeadHer Orange County - Confidence Building	1/1 - 6/30	Kellie Johnston (E)	TBA	TBA
Virtual: Learning To Dig	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Lego, Chess & Magic STEM Summer Camp	1/1 - 6/30	Strategic Kids (I)	50-70% Net	\$79
Virtual: Lil' Chef School	1/1 - 6/30	Lil' Chef School (I)	50-70% Net	TBA
Virtual: Lil' Chef School	1/1 - 6/30	Lil' Chef School (I)	50-70% Net	TBA
Virtual: Lions Club	1/1 - 6/30	Andrika Bowen (E)	35% Net	TBA
Virtual: Lions Club	1/1 - 6/30	Deanna Bleidistel (E)	35% Net	TBA
Virtual: Mad Science: Chemistry Lab	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Crazy Chemworks	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Exploration Science	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Inventor's Workshop: Eureka!	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Molecule Mania	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: NASA	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Physics Lab	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Robotics Lab	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Rocketry	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Science in Action	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: Secret Agent Lab	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Mad Science: STEMulating Science	1/1 - 6/30	Mad Science (I)	50-70% Net	TBA
Virtual: Magic Origami	1/1 - 6/30	Academic Chess (I)	50-70% Net	TBA
Virtual: MainStage Kids	1/1 - 6/30	CFK Staff (E)	\$25/hr	TBA
Virtual: Manners Made Fun	1/1 - 6/30	Laura Little (E)	50-70% Net	TBA
Virtual: Math	1/1 - 6/30	Darren Gibson (E)	\$30/hr	TBA
Virtual: Math 6 Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Math 6/7	1/1 - 6/30	Michael Hale (E)	50-70% Net	TBA
Virtual: Math 7 Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Math 7 Plus Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Math 8 Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Math Tutoring By Experienced Math Teachers	1/1 - 6/30	wikiTHINK (I)	Varies	TBA
Virtual: Mathobotix	1/1 - 6/30	Mathobotix (I)	50-70% Net	TBA
Virtual: Mathobotix: STEM Robotics Camp	1/1 - 6/30	Mathobotix (I)	50-70% Net	TBA
Virtual: Middle School Algebra 1 Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Middle School Boot Camp	1/1 - 6/30	Deanna Bleidistel (E)	50-70% Net	\$135
Virtual: Middle School Boot Camp	1/1 - 6/30	Deanna Bleidistel (E)	35% Net	TBA
Virtual: Middle School Boot Camp	1/1 - 6/30	Stephanie Avera (E)	35% Net	TBA
Virtual: Middle School Geometry Critical Concepts	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Middle School Math Prep	1/1 - 6/30	Michael Hale (E)	70% Net	\$160
Virtual: Middle School Math Prep	1/1 - 6/30	Michael Hale (E)	50-70% Net	TBA
Virtual: MINECRAFT UNIVERSITY: Python Modding	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: MINECRAFT UNIVERSITY: Robotics, Redstone & Rockets	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: Mini-Kindergarten	1/1 - 6/30	Lori Walker (E)	50-70% Net	TBA
Virtual: Modeling and Style	1/1 - 6/30	Tara Meyer (E)	50-70% Net	TBA

Virtual: Mommy/Daddy and Me Preschool!	1/1 - 6/30	Kris McCartney (E)	50-70% Net	TBA
Virtual: Mommy/Daddy and Me Preschool!	1/1 - 6/30	Patti Peviani (E)	50-70% Net	TBA
Virtual: Mommy/Daddy and Me Preschool!	1/1 - 6/30	Wendy Marcot (E)	50-70% Net	TBA
Virtual: Mr. E.' Writing Class	1/1 - 6/30	Chris Elliott (E)	50-70% Net	TBA
Virtual: Music	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Musical theater	1/1 - 6/30	Heather Carlsen (E)	50-70% Net	TBA
Virtual: Musical theater	1/1 - 6/30	Tanya Bonetti (E)	50-70% Net	TBA
Virtual: Natural A's	1/1 - 6/30	Curtis Adney (E)	50-70% Net	TBA
Virtual: Natural A's: Parent/Adult Registration	1/1 - 6/30	Curtis Adney (E)	50-70% Net	TBA
Virtual: Nature Explorers After-School Program	1/1 - 6/30	Environmental Nature Center (I)	50-70% Net	TBA
Virtual: Ocean Animals	1/1 - 6/30	Sarah O'Connor (E)	\$30/hr	TBA
Virtual: P.E.	1/1 - 6/30	TBA	50-70% Net	TBA
Virtual: Painting Ocean Animals	1/1 - 6/30	Kayla Janes (E)	\$30/hr	\$127
Virtual: Pen and Ink Art Magic	1/1 - 6/30	CFK Staff (E)	\$30/hr	TBA
Virtual: Photography	1/1 - 6/30	Laura Hoffman (E)	50-70% Net	TBA
Virtual: Planting Confidence™	1/1 - 6/30	The Space Movement (I)	70% Net	\$150
Virtual: Playground Games	1/1 - 6/30	Mark Baines (E)	50-70% Net	TBA
Virtual: Pre-Algebra	1/1 - 6/30	Lindsey Peck (E)	\$30/hr	TBA
Virtual: Pre-Geometry	1/1 - 6/30	Darren Gibson (E)	\$30/hr	TBA
Virtual: Reading Comprehension Essentials I	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Reading Comprehension Essentials II	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Reading Fun with Jr Great Books and More	1/1 - 6/30	Lori Walker (E)	50-70% Net	TBA
Virtual: Running Skills Clinics: Beginners	1/1 - 6/30	GrassRoots Athletics Organization (I)	50-70% Net	TBA
Virtual: SCPGA Golf and S.T.E.A.M. Camp	1/1 - 6/30	SCPGA (I)	50-70% Net	TBA
Virtual: Second Grade Common Core Camp	1/1 - 6/30	Christy Grudynski (E)	50-70% Net	TBA
Virtual: Second Grade Common Core Camp	1/1 - 6/30	Kim Downing (E)	50-70% Net	TBA
Virtual: Second Grade Head Start	1/1 - 6/30	Valerie Robbins-Meyers (E)	50-70% Net	TBA
Virtual: Sewing & Fashion Design Program for Kids	1/1 - 6/30	Laurie Murphy-Klein (E)	50% Net	\$100
Virtual: Sewing & Fashion Design Program for Teens	1/1 - 6/30	Laurie Murphy-Klein (E)	50% Net	\$100
Virtual: So You Want To Be A Teacher?	1/1 - 6/30	Lori Walker (E)	50-70% Net	TBA
Virtual: Softball Clinics	1/1 - 6/30	Nick Trani (E)	50-70% Net	TBA
Virtual: Spanish for Children	1/1 - 6/30	Conversa (I)	50-70% Net	TBA
Virtual: Spanish for Children: Levels 1 and 2	1/1 - 6/30	Conversa (I)	50-70% Net	TBA
Virtual: Spanish for Preschoolers	1/1 - 6/30	Conversa (I)	50-70% Net	TBA
Virtual: STEAM Studio: Youtube & Movie Making Masters	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: Storymaking: Young Author Fiction Writing	1/1 - 6/30	Storymaking (I)	50-70% Net	\$205
Virtual: Storymaking: Young Author Fiction Writing	1/1 - 6/30	Storymaking Muses (I)	50-70% Net	TBA
Virtual: Strategic Kids	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: Junior Math Magicians!	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: LEGO Architecture: Building Through the Ages	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: LEGO Engineering: Crazy Carnival	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: LEGO Engineering: Motor Madness	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: LEGO Harry Potter: Wizarding World of Storytelling	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: LEGO Simple Machines	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: LEGO Storytellers	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: Science of Magic	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: Star Wars LEGO: Jedi Storytellers	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Strategic Kids: Strategic Magic	1/1 - 6/30	Strategic Kids (I)	50-70% Net	TBA
Virtual: Study Strategies for Teens	1/1 - 6/30	Jason Turney (E)	\$30/hr	TBA
Virtual: Successful Study Strategies for Kids	1/1 - 6/30	Jason Turney (E)	\$30/hr	TBA
Virtual: Swing Dance for Kids	1/1 - 6/30	Arianna Caligiuri (E)	50-70% Net	TBA
Virtual: Tennis Skills Clinics	1/1 - 6/30	Nick Trani (E)	50-70% Net	TBA
Virtual: The 'Mr. E' Summer Writing Class	1/1 - 6/30	Chris Elliott (E)	50-70% Net	\$50
Virtual: The Photography Club	1/1 - 6/30	Excel Education Programs (I)	50-70% Net	TBA
Virtual: Theatre Fun with Improvisation	1/1 - 6/30	Tara Meyer (E)	50-70% Net	TBA
Virtual: Third Grade Common Core Camp	1/1 - 6/30	Christy Grudynski (E)	50-70% Net	TBA
Virtual: Third Grade Head Start	1/1 - 6/30	Julie Hansen (E)	50-70% Net	TBA
Virtual: Toddler Time	1/1 - 6/30	Dawn Trumbo (E)	35% Net	TBA
Virtual: Toddler Time	1/1 - 6/30	Kristi Martin (E)	35% Net	TBA
Virtual: UCI Writing Project	1/1 - 6/30	UCI Youth Programs (I)	Varies	TBA
Virtual: Volleyball	1/1 - 6/30	Heather Carlsen (E)	50-70% Net	TBA
Virtual: Volleyball	1/1 - 6/30	Tanya Bonetti (E)	50-70% Net	TBA
Virtual: Water Polo	1/1 - 6/30	Premier Aquatics (I)	Varies	TBA
Virtual: Weight Training	1/1 - 6/30	Ryan Nett (E)	50-70% Net	TBA
Virtual: Weight Training	1/1 - 6/30	Todd Theurer (E)	50-70% Net	TBA
Virtual: WikiTHINK	1/1 - 6/30	wikiTHINK (I)	50-70% Net	TBA
Virtual: Writing	1/1 - 6/30	Nancy D'Aleo-Russey (E)	\$30/hr	TBA
Virtual: Writing Skills Development for High School Composition	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Writing Skills Development I	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Writing Skills Development II	1/1 - 6/30	CFK Staff (E)	\$38/hr	TBA
Virtual: Yoga: Health and Wellness for Kids	1/1 - 6/30	Heather Carlsen (E)	50-70% Net	TBA
Virtual: Yoga: Health and Wellness for Kids	1/1 - 6/30	Tanya Bonetti (E)	50-70% Net	TBA
Virtual: Young Artists and Authors Studio	1/1 - 6/30	Carrie Gray (E)	50-70% Net	TBA
Virtual: Young Einsteins: CodeKIDS	1/1 - 6/30	Brainstorm Studios, LLC (I)	75% Net	\$249
Virtual: Young Illustrators	1/1 - 6/30	CFK Staff (E)	\$30/hr	TBA
Virtual: Youth Aquatics - Various Classes	1/1 - 6/30	Premier Aquatics (I)	Varies	Varies

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 (4601 or 5900) requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges and/or ATEP since the last board meeting. Travel expenses and/or honorarium for speakers must be recommended by the Chancellor or college president and submitted to the Board prior to reimbursement of travel expenses or payment of honorarium.

RECOMMENDATION

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

Item Submitted By: *Dr. Elliot Stern, President, Saddleback College and
Dr. John Hernandez, President, Irvine Valley College*

SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

SADDLEBACK COLLEGE

<i>Presentation Date</i>	<i>Faculty Member Course Title/Activity</i>	<i>Speaker Name</i>	<i>Topic</i>	<i>General Fund Honorarium/Travel</i>
10/29/2020 2:00 – 3:00pm Virtual	CCC Real Estate Education Center Faculty Conference	Chris Kidder	Facilitating Virtual Learning for Success	\$3,150
10/30/2020 11:00am-12:00pm Virtual	CCC Real Estate Education Center Faculty Conference	Jon Haveman, Ph.D.	Economic Report & Forecast featuring CA Real Estate Trends	\$2,000
11/06/2020 11:00am – 1:00pm Live Stream Webinar	K. Branch-Stewart College-wide Event hosted by Human Services	Christopher Aguilar	A Filipinx' Journey of Mental Wellness: Navigating the Cultural Influence & Stigmatization of Bipolar Disorder	\$1,500 SWP Funding
3/19/2021 9:30 – 11:30am Remote Location	Ms. Laura Hoffman, Associate Faculty Dorothy Marie Lowry Distinguished Lecture Series Emeritus Institute	Stephen Krashen	Secrets of Language Acquisition	\$200

IRVINE VALLEY COLLEGE

<i>Presentation Date</i>	<i>Faculty Member Course Title/Activity</i>	<i>Speaker Name</i>	<i>Topic</i>	<i>General Fund Honorarium/Travel</i>
1/12/2021 10:45 - 11:45am 1:00-2:00pm Virtual	Flex Week President's Opening Session Keynote Speaker and Afternoon Breakout session	Tia Brown McNair	Equity/Diversity/Inclusion	\$2,500

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Irvine Valley College, Notice of Completion, Thomco Construction, Inc.

ACTION: Approval

BACKGROUND

The Board of Trustees approved the agreement for the Irvine Valley College project as follows:

- Thomco Construction, Inc., for a current contract total of \$730,179.00, with a change order of \$18,879.79 listed for ratification at this November's board meeting, for a revised contract total of \$749,058.79, for the Irvine Valley College B100 Exterior Improvements project. The Board of Trustees approved the associated agreement on April 27, 2020.

STATUS

Contract work is complete on the project. Staff recommends the Notice of Completion be filed for the following project:

- Irvine Valley College B100 Exterior Improvements project (EXHIBIT A)

RECOMMENDATION

The Chancellor recommends that the Board of Trustees authorize filing the Notice of Completion for the B100 Exterior Improvements project at Irvine Valley College to Thomco Construction, Inc., for a contract total of \$749,058.79. It is also recommended that the Board of Trustees authorize the release of retention 35 days after filing.

Recording Requested
By and Mail to:

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

EXEMPT PER GOVERNMENT CODE 27383

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, as Owner with vested title in the property hereinafter described, caused improvements to be made to said property to wit: B100 EXTERIOR IMPROVEMENTS project at IRVINE VALLEY COLLEGE, the contract for the doing of which was heretofore entered into the 8th day of May 2020, which contract was made with THOMCO CONSTRUCTION, INC., as Contractor; that said improvements were completed on the 23rd day of October 2020, and accepted by formal action of the governing board of said District on the 16th day of November 2020, that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above-named Contractor is THE OHIO CASUALTY INSURANCE COMPANY that the property hereinafter referred to and on which said improvements were made is described as follows:

IRVINE VALLEY COLLEGE
5500 IRVINE CENTER DRIVE
IRVINE, CA 92618

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT OF ORANGE COUNTY, CA

By _____
Ann-Marie Gabel
Vice Chancellor, Business Services

Dated _____

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

State of California
County of Orange

Subscribed and sworn to (or affirmed) before me

on this _____ day of _____, 20 ____

by _____
Ann-Marie Gabel
(Name of Signer)

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

Signature _____
Signature of Notary Public

(Seal)

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: 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. A schedule of events for the Association of Community College Trustees (ACCT) conference is included in Exhibit B. The schedule of events is not yet available for the Community College League of California (CCLC) 2021 Effective Trusteeship Workshop and Board Chair Workshop or the CCLC 2021 Annual Legislative Conference.

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 2021 Effective Trusteeship Workshop and Board Chair Workshop Virtual Conference	1/20-1/22/21	TBD	None	
CCLC 2021 Annual Legislative Conference Virtual Conference	1/25-1/26/21	TBD	None	
ACCT Community College National Legislative Summit Marriott Marquis Washington, DC	2/7-2/10/21	\$3,925.00	None	

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

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

Community College
National Legislative Summit
Schedule at a Glance

Friday
2 | 6 | 2021

ACCT Committee Meetings

SATURDAY
2 | 7 | 2021

ACCT Board of Directors Meeting

Pre-Summit Academies

State, Province, and Territory Coordinators Network Meeting

ACCT Regional Nominating Committees Meeting

SUNDAY
2 | 8 | 2021

NLS Kicks Off at 8:00 a.m.

General Sessions

Community College Priorities Session

Roundtable Seminar for Community College Lawyers

Policy Focus Sessions

Student Advocacy Session

Asian, Pacific Islander and Native American Trustees Meeting

African American Trustees Meeting

Association of Latino Community College Trustees Meeting

Corporate Council Roundtable Meeting

National Capital Reception

MONDAY

2 | 9 | 2021

State Breakfast Meetings

General Session

Visits to House, Senate, and Executive Branch Offices

Community College Congressional Forum on Capitol Hill

Capital Awards and Entertainment Banquet

TUESDAY

2 | 10 | 2021

General Session

Visits to House, Senate, and Executive Branch Offices

WEDNESDAY

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Adopt Resolution No. 20-26, Conflict of Interest – Updated Biennial Code Review and Amendment

ACTION: Approval

BACKGROUND

Pursuant to Government Code Section 87306.5(b), the Orange County Board of Supervisors (the “County”), as the code reviewing body for the District, has requested that the District conduct a biennial review of its Conflict of Interest Code and, if a change in the Code is necessitated by changed circumstances, submit an amended Code to the County. The amended code will become effective upon approval by the County.

STATUS

A number of positions have been added, eliminated and / or updated since the Board approved the biennial amendment to the Conflict of Interest Code approved on November 19, 2018. Consistent with the advisory opinions issued by the Fair Political Practices Commission, the District’s existing Conflict of Interest Code is revised to reflect officials in the positions listed in EXHIBIT A. Those employees who occupy a designated filing position shall file a Statement of Economic Interest, Form 700, with either the Clerk of the Orange County Board of Supervisors or the District's Political Reform Act Filing Officer. The list of designated positions and reporting categories are updated and amended as shown in EXHIBIT A.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 20-26 and approve the revised Conflict of Interest Code, subject to the review and approval by the Orange County Board of Supervisors.

RESOLUTION NO. 20-26

**RESOLUTION OF THE BOARD OF TRUSTEES
OF SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
ADOPTING A CONFLICT OF INTEREST CODE
WHICH SUPERSEDES ALL PRIOR CONFLICT OF
INTEREST CODES AND AMENDMENTS
PREVIOUSLY ADOPTED**

WHEREAS, the Political Reform Act of 1974, Government Code Section 81000 et. Seq. (“the Act”), requires a local government agency to adopt a Conflict of Interest Code pursuant to the Act; and

WHEREAS, South Orange County Community College District has previously adopted a Conflict of Interest Code and that Code now requires updating; and

WHEREAS, amendments to the Act have in the past and foreseeably will in the future require conforming amendments to be made to the Conflict of Interest Code; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, Title 2, California Code of Regulations, Section 18730, which contains terms for a standard model Conflict of Interest Code, which, together with amendments thereto, may be adopted by public agencies and incorporated by reference to save public agencies time and money by minimizing the actions required of such agencies to keep their code in conformity with the Political Reform Act.

NOW THEREFORE, BE IT RESOLVED:

Section 1. The terms of Title 2, California Code of Regulations, Section 18730 (Attachment A) and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, together with Exhibits A and B in which members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the South Orange County Community College District.

Section 2. The provisions of all Conflict of Interest Code and Amendments thereto previously adopted by the South Orange County Community College District and hereby superseded.

Section 3. The Filing Officer is hereby authorized to forward a copy of this Resolution to the Clerk of the Orange County Board of Supervisors for review and approval by the Orange County Board of Supervisors as required by California Government Code Section 87303.

President, Board of Trustees
South Orange County Community College District

Clerk, Board of Trustees
South Orange County Community College District

ATTACHMENT A

**CONFLICT OF INTEREST CODE FOR THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission (FPPC) has adopted a regulation (2 Cal. Code Regs. Sec. 18730) which contains the terms of a standard Conflict of Interest Code, which may be incorporated by reference in an agency's code. After public notice and hearing, the FPPC may amend this Regulation to conform to amendments in the Political Reform Act. Therefore, the terms of California Code of Regulations, Title 2, Section 18730 and any amendments to it duly adopted by the FPPC are hereby incorporated by reference. This regulation and the attached Exhibits designating officials and employees and establishing disclosure categories shall constitute the Conflict of Interest Code of the South Orange County Community College District.

Officials in the positions listed in EXHIBIT A shall file Statements of Economic Interest with either the Clerk of the Orange County Board of Supervisors or the District's Political Reform Act Filing Officer, as specified. The respective disclosure category descriptions are listed in EXHIBIT B. The Statements of Economic Interest shall be maintained as public records and shall be made available for public inspection and reproduction (Government Code § 82008).



Conflict of Interest Code EXHIBIT A (Working Draft)

Entity: College Districts

Agency: South Orange County Community College District

Position	Disclosure Category	Files With	Status
ADA Compliance and Leave Administration Manager	OC-02	COB	Deleted
Reason: No longer a designated filer position.			
Assist. Dean, Health Science and Human Svcs./Dir. of Nursing	OC-02	COB	Unchanged
Assistant Athletic Director	OC-02	COB	Unchanged
Assistant Dean of Career and Technical Education	OC-02	COB	Unchanged
Assistant Dean of Community Outreach and Recruitment	OC-02	COB	Deleted
Reason: Position Eliminated.			
Assistant Dean of Division/Director of Emeritus Institute	OC-02	COB	Deleted
Reason: Position eliminated			
Assistant Dean of Financial Aid and Student Support Services	OC-02	COB	Unchanged
Assistant Director of Facilities	OC-01	COB	Unchanged
Assistant Director of Facilities - Capital Outlay Projects	OC-01	COB	Unchanged
Assistant Director of Facilities Rentals and Grounds	OC-01	COB	Added
Reason: Department reorganization			
Assistant Director of Fiscal Services	OC-01	COB	Unchanged
Assistant Director of Marketing and Creative Services	OC-02	COB	Unchanged
Assistant Director, Community Education	OC-02	COB	Added
Reason: Department reorganization.			
Assistant Director, Technology Services & Broadcast Systems	OC-02	COB	Unchanged
Associate Director of Applications Delivery	OC-02	COB	Unchanged
Asst Dean, Health and Wellness Center & Veterans Service Ctr	OC-02	COB	Unchanged
Athletics Director / Asst Dean of Kinesiology & Athletics	OC-02	COB	Unchanged
Board Member	OC-01	COB	Unchanged
Board Policies & Administrative Regulations Program Director	OC-02	COB	Deleted
Reason: Position Eliminated			
Buyer	OC-01	COB	Unchanged
Central Services Manager	OC-02	COB	Unchanged
Chancellor	OC-01	COB	Unchanged
Chief of Police	OC-02	COB	Unchanged
Consultant	OC-30	Agency	Unchanged
Contract Specialist	OC-01	COB	Unchanged
Dean of Advanced Technology and Applied Science	OC-02	COB	Unchanged



Conflict of Interest Code EXHIBIT A (Working Draft)

Entity: College Districts

Agency: South Orange County Community College District

Position	Disclosure Category	Files With	Status
Dean of Business Sciences, Online and Extended Education	OC-02	COB	Deleted
Reason: Position eliminated			
Dean of Career and Continuing Education and Integrated Design	OC-02	COB	Renamed
Reason: FROM: Assistant Dean, Noncredit, Adult & Community Education & AEBC TO: Dean of Career and Continuing Education and Integrated Design, Engineering and Automation RE: Position retitled and promotion			
Dean of Career Pathways and Dual Enrollment	OC-02	COB	Deleted
Reason: Position Eliminated			
Dean of Community Ed, Emeritus Inst., & K-12 Partnerships	OC-02	COB	Deleted
Reason: Position eliminated			
Dean of Counseling Services	OC-02	COB	Unchanged
Dean of Economic Workforce Development & IDEA	OC-02	COB	Deleted
Reason: Position Eliminated			
Dean of Economic Workforce Development and Business Sciences	OC-02	COB	Unchanged
Dean of Enrollment Services	OC-02	COB	Unchanged
Dean of Fine Arts and Media Technology	OC-02	COB	Unchanged
Dean of Health Sciences and Human Services	OC-02	COB	Unchanged
Dean of Health Sciences, Kinesiology and Athletics	OC-01	COB	Unchanged
Dean of Instruction, Economic and Workforce Development	OC-02	COB	Deleted
Reason: Position Eliminated			
Dean of Kinesiology and Athletics/Athletics Director	OC-01	COB	Unchanged
Dean of Liberal Arts	OC-02	COB	Unchanged
Dean of Mathematics, Science and Engineering	OC-02	COB	Unchanged
Dean of Online Education and Learning Resources	OC-02	COB	Unchanged
Dean of Social and Behavioral Sciences	OC-02	COB	Unchanged
Dean of Students and Counseling Services	OC-02	COB	Unchanged
Dean of the Arts	OC-02	COB	Unchanged
Dean of Transfer, Career and Special Programs	OC-02	COB	Unchanged
Dean of Wellness, Social Services & Child Development	OC-02	COB	Unchanged
Director of Adult Education	OC-02	COB	Renamed



Conflict of Interest Code EXHIBIT A (Working Draft)

Entity: College Districts

Agency: South Orange County Community College District

Position	Disclosure Category	Files With	Status
Reason: FROM: Associate Director of Adult Education TO: Director of Adult Education RE: Reorganization			
Director of Annual Giving and Development Services	OC-02	COB	Unchanged
Director of ATEP Development	OC-01	COB	Deleted
Reason: Position eliminated			
Director of Audience Development	OC-02	COB	Deleted
Reason: Position eliminated			
Director of Career and Re-Entry Center	OC-02	COB	Unchanged
Director of Child Development Center	OC-02	COB	Deleted
Reason: Position Eliminated			
Director of College Broadcast Services	OC-02	COB	Deleted
Reason: Position eliminated			
Director of Community Education	OC-02	COB	Deleted
Reason: Position Eliminated			
Director of Economic and Workforce Development	OC-02	COB	Unchanged
Director of Facilities Planning	OC-01	COB	Unchanged
Director of Financial Aid	OC-01	COB	Unchanged
Director of Fiscal and Contract Services	OC-01	COB	Unchanged
Director of Foster and Kinship Care Education Program	OC-02	COB	Unchanged
Director of HR, Employee Relations and Compliance	OC-02	COB	Deleted
Reason: Position eliminated			
Director of Information Technology - Academic Systems	OC-02	COB	Unchanged
Director of Information Technology - Administration Systems	OC-02	COB	Unchanged
Director of Information Technology-Infrastructure & Security	OC-02	COB	Unchanged
Director of International Students Program	OC-02	COB	Unchanged
Director of IVC Facilities	OC-01	COB	Unchanged
Director of Learning Assistance	OC-02	COB	Unchanged
Director of Marketing and Communications	OC-02	COB	Unchanged
Director of Outreach and Recruitment	OC-02	COB	Deleted
Reason: Position Eliminated			
Director of Outreach, Recruitment and Student Services	OC-02	COB	Deleted
Reason: Position Eliminated			



Conflict of Interest Code EXHIBIT A (Working Draft)

Entity: College Districts

Agency: South Orange County Community College District

Position	Disclosure Category	Files With	Status
Director of Recruitment and Employment Services	OC-02	COB	Unchanged
Director of Research, Planning and Accreditation	OC-02	COB	Unchanged
Director of Site Development	OC-02	COB	Deleted
Reason: Position Eliminated			
Director of Student Health Center	OC-02	COB	Deleted
Reason: Position Eliminated			
Director of Student Life	OC-02	COB	Unchanged
Director of Student Life and Equity	OC-02	COB	Unchanged
Director of Student Success and Support Program	OC-02	COB	Unchanged
Director of Technology Services	OC-02	COB	Unchanged
Director of Technology Services and Broadcast Systems	OC-02	COB	Unchanged
District Accountant	OC-02	COB	Unchanged
District Director of Public Affairs and Government Relations	OC-02	COB	Unchanged
District Director of Research, Planning and Data Mgmt.	OC-02	COB	Unchanged
District Director, Chancellor and Board Operations	OC-01	COB	Deleted
Reason: No longer a designated filer position.			
Employer / Employee Relations Manager	OC-02	COB	Deleted
Reason: Position eliminated.			
Exec Director, Procurement, Central Svcs & Risk Management	OC-01	COB	Unchanged
Executive Dean of Extended Learning	OC-02	COB	Renamed
Reason: FROM: Assistant Vice President for Institutional Effectiveness TO: Executive Dean of Extended Learning RE: Reorganization			
Executive Director of College Foundation	OC-01	COB	Unchanged
Executive Director of Facilities Planning	OC-01	COB	Unchanged
Executive Director of Fiscal Services/Comptroller	OC-01	COB	Unchanged
Executive Director of HR and Employer-Employee Relations	OC-01	COB	Unchanged
Executive Director of Marketing and Creative Services	OC-02	COB	Unchanged
Executive Director of Public Private Partnership Development	OC-01	COB	Deleted
Reason: Position eliminated			
Facilities Grounds and Day Custodial Supervisor	OC-01	COB	Deleted
Reason: Position eliminated			



Conflict of Interest Code EXHIBIT A (Working Draft)

Entity: College Districts

Agency: South Orange County Community College District

Position	Disclosure Category	Files With	Status
Facilities Maintenance and Energy Projects Manager	OC-01	COB	Unchanged
Grant Project Manager	OC-02	COB	Unchanged
Grant Project Manager for Real Estate	OC-02	COB	Unchanged
Grants Program Manager	OC-01	COB	Deleted
Reason: Position Eliminated			
Internal Auditor	OC-02	COB	Unchanged
Manager of College Fiscal Services	OC-01	COB	Unchanged
Manager, Office of the President	OC-01	COB	Deleted
Reason: No longer a designated filer position			
Night Facilities Operations Supervisor	OC-02	COB	Unchanged
Payroll and Benefits Manager	OC-01	COB	Unchanged
Police Operations Lieutenant	OC-02	COB	Unchanged
President	OC-01	COB	Unchanged
Project Director of Career Technical Education	OC-02	COB	Unchanged
Project Manager	OC-01	COB	Renamed
Reason: From: Construction Manager To: Project Manager Re: Reorganization			
Purchasing and Contracts Manager	OC-01	COB	Unchanged
Regional Director of Employer Engagement	OC-02	COB	Added
Reason: Position created due to grant award.			
Registrar	OC-02	COB	Unchanged
Risk Manager	OC-01	COB	Unchanged
Senior Buyer	OC-01	COB	Unchanged
Senior Director of College Facilities	OC-01	COB	Unchanged
Senior Project Manager	OC-01	COB	Added
Reason: Department reorganization			
Student Information Systems (SIS) Support Manager	OC-02	COB	Unchanged
Student Payment and Veterans Offices Manager	OC-02	COB	Unchanged
Systems Manager, Computers and Networking Operations	OC-02	COB	Unchanged
Vice Chancellor of Business Services	OC-01	COB	Unchanged
Vice Chancellor of Human Resources	OC-01	COB	Renamed



Conflict of Interest Code EXHIBIT A (Working Draft)

Entity: College Districts

Agency: South Orange County Community College District

Position	Disclosure Category	Files With	Status
Reason: FROM: Vice Chancellor of HR and Employer-Employee Relations TO: Vice Chancellor of Human Resources			
Vice Chancellor of Technology and Learning Services	OC-01	COB	Unchanged
Vice President for College Administrative Services	OC-01	COB	Unchanged
Vice President for Instruction	OC-02	COB	Unchanged
Vice President for Student Services	OC-02	COB	Unchanged
Workday HCM/Fin Enterprise Resource Planning Program Manager	OC-02	COB	Unchanged

Total: 123



Disclosure Descriptions EXHIBIT B (Working Draft)

Entity: College Districts

Agency: South Orange County Community College District

Disclosure Category	Disclosure Description	Status
OC-01	All interests in real property in Orange County, the authority or the District as applicable, as well as investments, business positions and sources of income (including gifts, loans and travel payments).	Unchanged
OC-02	All investments, business positions and sources of income (including gifts, loans and travel payments).	Unchanged
OC-30	Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest category in the code subject to the following limitation: The County Department Head/Director/General Manager/Superintendent/etc. may determine that a particular consultant, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure required. The determination of disclosure is a public record and shall be filed with the Form 700 and retained by the Filing Officer for public inspection.	Unchanged

Grand Total: 3

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: District Warehouse Canopy Project, Award of Bid No. 393D, Asia General Contractors, Inc.

ACTION: Approval

BACKGROUND

On April 22, 2019, the Board of Trustees allocated basic aid funding in the amount of \$460,000 for the District Warehouse Canopy project at Saddleback College.

The work consists of installation of a canopy at the south end of the District warehouse at Saddleback College, inclusive of asphalt, electrical and security upgrades.

STATUS

On September 16, 2020 and September 23, 2020, SOCCCD ran a newspaper advertisement requesting bids for the District Warehouse Canopy project. The request for bids was also posted on the District website and sent through the PlanetBids portal. A total of 396 contractors were solicited. Seven bids were received on October 16, 2020. The lowest bid submitted by A2ZConstruct Inc., in the amount of \$155,000 was withdrawn by the contractor due to clerical errors pursuant to Public Contract Code Section 4107.5. The lowest responsive, responsible bid was submitted by Asia General Contractors, Inc., in the amount of \$261,200 (EXHIBIT A). The District and college staff have reviewed the bids and recommend approval of bid and award of agreement.

Funds are available in the project budget of \$460,000.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve awarding of Bid No. 393D, District Warehouse Canopy project, and approve the agreement (EXHIBIT B) with Asia General Contractors, Inc. in the amount of \$261,200 and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.

Bid No. 393D
District Warehouse Canopy Project
South Orange County Community College District

November 16, 2020

<u>CONTRACTORS</u>	<u>LOCATION</u>	<u>AMOUNT</u>
*Asia General Contractors, Inc.	Los Angeles, CA	\$261,200.00
MLC Constructors, Inc.	Wildomar, CA	\$278,000.00
Amtek Construction	Orange, CA	\$279,975.00
MBC Enterprises, Inc.	Huntington Beach, CA	\$362,000.00
States Link Construction, Inc.	Buena Park, CA	\$373,820.00
Norse Corporation	Costa Mesa, CA	\$385,000.00
**A2Z Construct, Inc.	Rancho Santa Margarita, CA	\$155,000.00

***Recommend Award**

****Withdrew Bid Due to Clerical Errors**



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CONSTRUCTION SERVICES AGREEMENT

Bid 393D District Warehouse Canopy Project

Asia General Contractors, Inc.

THIS AGREEMENT, dated the 17th day of November, 2020, in the County of Orange, State of California, is by and between South Orange County Community College District, (hereinafter referred to as "DISTRICT"), and Asia General Contractors, Inc., 7624 Maie Avenue, Los Angeles, CA 90001, (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 District Warehouse Canopy Project 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 Sixty One Thousand Two Hundred Dollars (\$261,200.00).

4. The work shall be commenced on the date of the DISTRICT'S Notice to Proceed and shall be completed within One Hundred Twenty (120) 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 Five Hundred Dollars (\$500.00) 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
--	-------------

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
--	-------------

Subcontractors of every tier	\$1,000,000
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Builder's Risk Insurance without exclusion or limitation in an amount not less than	120% of the Contract Price
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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. 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 Min Kim, whose title is President, is authorized to act for and bind the corporation.

13. 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.

14. Force Majeure. The Contractor and District are excused from performance during the time and to the extent that they are prevented from obtaining, performing any act or rendering any services required under this Agreement by a Force Majeure Event. If a Force Majeure Event caused the failure or delay beyond the Parties' control and which by the Parties' exercise of due diligence could not reasonably have been avoided, an extension of contract times in an amount equal to the time loss due to such delay shall be the Contractor's sole and exclusive remedy for such delay. A "Force Majeure Event" shall mean events or circumstances occurring by acts of God, such as tornadoes, lightning, earthquakes, hurricanes, floods, or other natural disasters; epidemics; pandemics; quarantine restrictions; fire; strikes; lock-out; commandeering of materials, products, plants or facilities by the government; terrorist attacks; wars; riots; civil disturbances; or governmental acts, including sanction, embargo, and import or export regulation, or order; when satisfactory evidence thereof is presented to the other party, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.

15. COVID-19 Contractor Responsibilities. Prior to commencing any work under this Agreement, Contractor shall be required to develop and submit to the District its COVID-19 Exposure Response and Prevention Plan (the "Plan") that is consistent with Cal/OSHA and CDC guidance. The Plan at a minimum shall require Contractor to immediately notify the District (Construction Manager) of any possible COVID-19 infections or potential COVID-19 exposure events involving Contractor and any of its employees, subcontractors and/or suppliers performing work on District property pursuant to the terms of this Contract.

The Plan shall be developed and based on the current information available from Cal/OSHA and CDC, and shall be amended by Contractor as may be appropriate based on further information provided by Cal/OSHA and CDC and other public officials. Contractor shall promptly provide to the District any amendments or revisions to its adopted Plan. While the confidentiality of all medical conditions must be maintained in accordance with applicable law, the District reserves the right to inform any District staff, employees, students, and/or visitors that an unnamed worker has been diagnosed with COVID-19 if any of the District's staff, employees, students, or visitors might have been exposed to the disease so such individual(s) may take measures to protect their own health.

16. 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.

[SIGNATURE PAGE TO FOLLOW]

DISTRICT

CONTRACTOR

By: _____
Signature

By: _____
Signature

Print Name

Print Name

Title

Title

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Amendment No. 1 to Agreement for District Hazardous Waste Removal Services for Saddleback College, Irvine Valley College and Advanced Technology & Education Park (ATEP), North State Environmental, Inc.

ACTION: Approval

BACKGROUND

On April 24, 2017, the Board of Trustees approved a five-year agreement with North State Environmental, Inc. for District hazardous waste removal services for Saddleback College, Irvine Valley College and Advanced Technology & Education Park (ATEP) as result of Bid 347D. The agreement was approved for an annual cost of \$120,000 with a total contract amount not to exceed \$600,000.

STATUS

Bid 347D was issued with an inventory list that did not accurately identify the quantities of hazardous materials for both colleges resulting in an underestimation of the annual spend related to these services. In order to ensure continuity of services for the remainder of the contract term through June 30, 2022, the agreement needs to be amended (EXHIBIT A) to increase the contract value by \$300,000 in order to cover the cumulative spend for these services by both colleges and ATEP.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 to the North State Environmental, Inc. agreement for District-wide Hazardous Waste Removal Services in the amount of \$300,000 and authorize the Vice Chancellor of Business Services, or designee, to execute the Amendment.



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AMENDMENT to AGREEMENT

Amendment No: 1

THIS AMENDMENT to the AGREEMENT between North State Environmental and South Orange County Community College District for District Hazardous Waste Removal Services for Saddleback College, Irvine Valley College and Advanced Technology & Education Park (ATEP).

North State Environmental and South Orange County Community College District do mutually agree as follows:

1. Increase contract amount by \$300,000 for a new total contract amount not to exceed \$900,000.

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

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

North State Environmental

South Orange County Community College District

Signature:

Signature:

Print Name:

Print Name:

Title:

Title:

Date:

Date:

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Declare Miscellaneous Furniture and Equipment as Surplus

ACTION: Approval

BACKGROUND

The Procurement, Central Services and Risk Management department accumulates surplus supplies, equipment, materials and other items including “lost and found” merchandise from various departments at the warehouse on both campuses. Items, which are determined to be of no usable value to the District, are then aggregated for disposal. Board Policy 6550 requires that the Board of Trustees authorize the sale, donation or disposal of surplus or obsolete supplies and equipment no longer suitable for District purposes.

STATUS

The items described in the attached EXHIBIT A have been found obsolete and/or no longer suitable for District or college use. It is recommended that a public auction be held in accordance with the requirements of Education Code Section 81450 (b) for all other items not being donated.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the sale, donation and/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 for sale of surplus property and/or recycle, or dispose of items.

SOCCCD SURPLUS LIST

November 16, 2020

Item	Category	Quantity
Desks	Furniture	2
Tables	Furniture	2
Concrete Vault	Equipment	1
Bulloch Mount TT boxes 22x22x10	Equipment	9
Bulloch Mount TT boxes 32x22x10	Equipment	1
Nitrogen Tanks	Equipment	2
Vent Roof Cap	Equipment	1
Toner Cartridges boxes	Equipment	3
Refrigerator	Equipment	2
iMac/HP	Computer	30
HP/Dell/Mac Book Laptops	Computer	97
Chromebooks	Computer	48
HP/Samsung	Monitor	23

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Transfer of Budget Appropriations: Adopt Resolution No. 20-27 to Approve 2020-21 Budget Transfers

ACTION: Approval

BACKGROUND

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

STATUS

For the reporting period ending October 31, 2020, and in accordance with Administrative Regulation 6250, the transfer of budget appropriations are summarized on EXHIBIT A and presented for approval.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 20-27 to approve the transfer of budget appropriations as listed.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 20-27

2020-21

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

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

General Fund

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
1000	Academic Salaries		\$30,391
2000	Classified Salaries		\$112,158
3000	Employee Benefits		\$29,497
4000	Books and Supplies		\$92,465
5000	Other Operating Expenses & Services	\$586,849	
6000	Capital Outlay		\$322,338
7300	Interfund Transfers Out	\$540,000	
7500	Student Financial Aid		\$240,000
7600	Other Payment to Students		\$300,000
Total Transfers - General Fund		\$1,126,849	\$1,126,849

Capital Outlay Fund

<u>Account</u>	<u>Description</u>	<u>From</u>	<u>To</u>
4000	Books and Supplies		\$5,535
5000	Other Operating Expenses & Services		\$1,531,140
6000	Capital Outlay	\$1,536,675	
Total Transfers - Capital Outlay Fund		\$1,536,675	\$1,536,675

Total Transfers		\$2,663,524	\$2,663,524
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SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET TRANSFERS FY 2020-21

RESOLUTION NO. 20-27

2020-21

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, Kathleen F. Burke, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the Budget Transfers and foregoing Resolution in the amount of \$2,663,524 was duly and regularly adopted by the said Board at a regular meeting thereof held on November 16, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 17th of November, 2020.

Kathleen F. Burke
Secretary to the Board of Trustees

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Budget Amendment: Adopt Resolution No. 20-28 to
Amend 2020-21 Adopted Budget

ACTION: Approval

BACKGROUND

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

STATUS

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the FY 2020-21 Adopted Budget.

General Fund

SC-Extended Opportunity Programs and Services (EOPS)	1,370
SC-Cooperative Agencies Resources for Education (CARE)	5,422
SC-CalWORKs	1,281
SC-Temporary Assistance for Needy Families (TANF)	1,304
SC-CA Virtual Campus Online Education Initiative	2,641
SC-Strong Workforce Regional – Early College Pathways	15,000
IVC-Disabled Student Programs and Services (DSPS)	12,738
SC-Strong Workforce Regional - VSL Automotive Collaborative	10,000
SC-Strong Workforce Regional Covid-19 Remote Instruction	48,560
Total Increase to the General Fund	98,316

Capital Outlay Fund

SC-Science and Math Building Renovation	1,766,000
Total Increase to the Capital Outlay Fund	1,766,000

Student Financial Aid Fund

SC- Student Equity and Achievement Program SFA	150,000
SC-Cooperative Agencies Resources for Education (CARE)	5,422
SC-Extended Opportunity Programs and Services (EOPS)	1,370
SC- California Promise Program Student Grants	(540,000)
Total Decrease to the Student Financial Aid Fund	(383,208)
<hr/>	
Total Budget Amendments	1,481,108

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 20-28 to amend the FY 2020-21 Adopted Budget as indicated in EXHIBIT A.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

RESOLUTION NO. 20-28

2020-21

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$1,481,108 is assured to said District as an increase of the amounts required to finance the total proposed budget expenditures and transfers for fiscal year 2020-21 from sources listed in Title 5 of the California Code of Regulations, Section 58308;

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

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

General Fund

<u>Account</u>	<u>Income Source</u>	<u>Amount</u>
8100	Federal Revenue	26,108
8600	State Revenue	<u>72,208</u>
		98,316
<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
1000	Academic Salaries	1,742
2000	Classified Salaries	33,497
3000	Employee Benefits	10,719
4000	Books and Supplies	(22,051)
5000	Other Operating Expenses & Services	9,057
6000	Capital Outlay	58,560
7300	Interfund Transfers Out	<u>6,792</u>
		98,316

Capital Outlay Fund

<u>Account</u>	<u>Income Source</u>	<u>Amount</u>
8600	State Revenue	795,000
8900	Intrafund Transfers	<u>971,000</u>
		1,766,000
<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
6000	Capital Outlay	795,000
7400	Other Transfers	<u>971,000</u>
		1,766,000

Student Financial Aid Fund

<u>Account</u>	<u>Income Source</u>	<u>Amount</u>
8900	Interfund Transfers In	(383,208)
<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
7500	Student Financial Aid	(383,208)

Total Budget Amendments **1,481,108**

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET AMENDMENT FY 2020-21

RESOLUTION NO. 20-28

2020-21

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, Kathleen F. Burke, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the Budget Amendment and foregoing Resolution in the amount of \$1,481,108 was duly and regularly adopted by the said Board at a regular meeting thereof held on November 16, 2020.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 17th of November 2020.

Kathleen F. Burke
Secretary to the Board of Trustees

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: September – October 2020 Change Orders/Amendments

ACTION: Ratification

BACKGROUND / STATUS

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

Exhibit	Contractor Name/Description	Change Order/ Amendment Amount	Revised Total Contract Amount
A.	<u>Neudesic, LLC</u> IT Consultant Services Agreement Amendment No. 1 – To include the COVID-19 Consultant Responsibilities Article. SOCCCD	\$0	Master Agreement
B.	<u>TPUSA-FHCS, Inc. dba Teleperformance Rapid Text</u> Student Accommodations for Interpreting and Closed Captioning Services Agreement Amendment No. 1 – To include the COVID-19 Contractor Responsibilities Article. SOCCCD	\$0	Master Agreement
C.	<u>New America Beauty Education Corp., DBA California Beauty Academy</u> Cosmetician Agreement Amendment No. 3 – To include provisions related to specific areas of District oversight with regard to instruction of District's students. SOCCCD	\$0	\$1,500,000.00
D.	<u>Saddleback Beauty Academy</u> Cosmetician Agreement Amendment No. 2 – To include provisions related to specific areas of District oversight with regard to instruction of District's students. SOCCCD	\$0	\$750,000.00

E.	<u>Thomco Construction, Inc.</u> Construction Services Agreement Change Order No. 01 – For framing and fire alarm work due to unforeseen conditions and roofing taper to improve conditions beyond scope of design and to extend the contract term by 5 days, from August 14, 2020 to August 19, 2020, for the B100 Exterior Improvements project. Irvine Valley College	\$18,879.79	\$749,058.79
F.	<u>i3 Solutions LLC</u> Technology and Related Services Agreement Amendment No. 2 – To increase agreement value and to exercise the option to extend the contract term for 12 months, from November 1, 2020 to October 31, 2021. SOCCCD	\$177,408.00	\$532,224.00
G.	<u>Premier Roofing CA, Inc.</u> Construction Services Agreement Change Order No. 1 – For the unused portion of allowance and to extend the contract term for 34 days, from September 5, 2020 to October 9, 2020, for the Scheduled Maintenance Roofing, PAC and A200 project. Irvine Valley College	(\$26,598.57)	\$440,064.43

RECOMMENDATION

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



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AMENDMENT to AGREEMENT

Amendment No: 1

THIS AMENDMENT to AGREEMENT No. DSCBRFP-ITPSA-795-2019 between Neudesic, LLC and South Orange County Community College District for the Master Agreement - IT Consultant Services for Student Information Systems.

Neudesic, LLC and South Orange County Community College District do mutually agree as follows:

1. **COVID-19 Consultant Responsibilities:** In order to quickly and effectively respond to a potential COVID-19 exposure event and to mitigate transmission of the virus between contractors, vendors and suppliers under contract with the District and District staff, employees, and students, the Consultant shall adhere to this provision without exception: Consultant shall respond to all potential COVID-19 exposure events immediately. If a possible COVID-19 infection or potential exposure event occurs involving Vendor and any of its employees performing work on District property pursuant to the terms of this Contract, Consultant shall immediately notify the District. While the confidentiality of all medical conditions must be maintained in accordance with applicable law, the District reserves the right to inform any District staff, employees, students, and/or visitors that an unnamed individual has been diagnosed with COVID-19 if any of the District's staff, employees, students, or visitors might have been exposed to the disease so such individual(s) may take measures to protect their own health. Consultant shall adhere to all health and safety guidelines, especially related to COVID-19 as defined in Exhibit A, attached hereto and made part of this Master Agreement – IT Consultant Services Agreement.
2. **COVID-19 District Responsibilities:** In order for Consultant to ensure the health and safety of its personnel performing services on-site at District facilities, District shall: (1) not collect, process, or store any personal information of Consultant personnel in violation of applicable law, including without limitation, health care information; (2) any Consultant personnel COVID-19 related concerns received by District are immediately escalated to the Neudesic Human Resources team via email to HR@Neudesic.com; (3) if any Consultant personnel is potentially exposed to COVID-19 at District offices, District promptly notifies the Consultant Human Resources team via email; and (4) District has taken all necessary measures to protect individuals in the workplace by implementing Centers for Disease Control and OSHA COVID-19 guidelines.

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

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

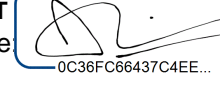
NEUDESIC, LLC

Signature: 
DocuSigned by:
 Print Name: 0B6CDE8EAC2448D...
 Manzur Shahid

Title: Vice President, Pacific Region

Date: 10/8/2020

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Signature: 
DocuSigned by:
 0C36FC66437C4EE...
 Print Name: Priya Jerome

Title: Exec. Director, Procurement, Central Svcs. & RM

Date: 10/8/2020

Page 1 of 1



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT PROTOCOLS WHILE ON DISTRICT PROPERTY DURING COVID-19 PANDEMIC

The undersigned shall adjust business operations as a condition of being permitted on District property. The undersigned shall minimally comply with safety guidelines prescribed by federal, state, and local governmental agencies, including the Orange County Health Care Agency, and Centers for Disease Control and Prevention (CDC). The undersigned shall:

1. Train employees on how to limit the spread of COVID-19 pursuant to the symptoms as identified by the CDC, including but not limited to the following:

- Fever or chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle or body aches
- Headache
- New loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- Diarrhea

2. Implement control measures and screenings

- Direct all employees to bring their own personal protective equipment (PPE) such as face masks/coverings.
- Direct all employees to wear face masks at all times while on District property.
- Direct all employees to:
 - Wash hands with soap and water for at least 20 seconds
 - Use hand sanitizer wipes when soap and water are not available
 - Hand sanitizer shall be made available during class
 - Cover cough or sneeze with a tissue

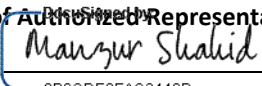
3. Implement cleaning and disinfecting protocols

Any equipment, objects, and surfaces shall be cleaned and disinfected after each use

4. Implement physical distancing guidelines

A minimum of 6 feet of physical distance between all individuals shall be maintained while on District property.

CONTRACTOR

Name of Contractor: Neudesic	Address of Contractor:	Telephone Number:
Contractor's Authorized Representative (Print): Manzur Shahid	Signature of Authorized Representative: 	Date: 10/8/2020

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

Amendment No: 1

THIS AMENDMENT to AGREEMENT No. DS-ICA-1147-2020 between TPUSA – FHCS, Inc. dba Teleperformance RapidText and South Orange County Community College District for the Master Agreement to provide student accommodations for interpreting and closed captioning services District Wide.

Teleperformance Rapid Text and South Orange County Community College District do mutually agree as follows:

1. COVID-19 Contractor Responsibilities: In order to quickly and effectively respond to a potential COVID-19 exposure event and to mitigate transmission of the virus between contractors, vendors and suppliers under contract with the District and District staff, employees, and students, the Contractor shall adhere to the this provision without exception: Contractor shall respond to all potential COVID-19 exposure events immediately. If a possible COVID-19 infection or potential exposure event occurs involving Contractor and any of its employees performing work on District property pursuant to the terms of this Contract, Contractor shall immediately notify the District. While the confidentiality of all medical conditions must be maintained in accordance with applicable law, the District reserves the right to inform any District staff, employees, students, and/or visitors that an unnamed individual has been diagnosed with COVID-19 if any of the District's staff, employees, students, or visitors might have been exposed to the disease so such individual(s) may take measures to protect their own health..

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

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

TPUSA- FHCS, Inc. dba
TELEPERFORMANCE RAPID TEXT

Signature:

Print Name: Peter Phan

Title: Secretary

Date: September 10.2020

SOUTH ORANGE COUNTY COMMUNITY COLLEGE
DISTRICT

Signature:

0C36FC66437C4EE...

Print Name: Priya Jerome

Title: Exec. Director, Procurement, Central Svcs. & RM

Date: 9/11/2020



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AMENDMENT to AGREEMENT

Amendment No: 3

THIS AMENDMENT to AGREEMENT No. LFWD-CUSTOM-2019-2020 between California Beauty Academy and South Orange County Community College District for the Instructional Agreements for Cosmetician Training (Board of Trustees approved on 5/20/2019).

California Beauty Academy and South Orange County Community College District do mutually agree as follows:


1. This Amendment pertains to Article 9 District Responsibilities of original contract and identifies specific areas of district oversight with regard to instruction of District's students.
 - 9.1.a – The DISTRICT will enter into a separate contract with each employee of the CONTRACTOR providing instruction to the DISTRICT's students clearly stating that the DISTRICT has the primary right to control and direct the instructional activities of the instructor.
 - 9.1.b – The DISTRICT is responsible for the educational program provided by the CONTRACTOR to the DISTRICT's students.
 - 9.1.c – The DISTRICT exercises control and supervision over the educational program provided by the CONTRACTOR to the DISTRICT's students in the following manner:
 - Conducting on-site inspections at least bi-weekly;
 - Conducting a meeting four times per year to provide program communication and objectives;
 - Directing the curriculum taught and curriculum process;
 - Coordinating the program review process with the CONTRACTOR; and
 - Ensuring all instructors meet minimum qualifications.

The above list is not meant to be an exhaustive list rather a representative sample of the DISTRICT's responsibility over the program.

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

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

CALIFORNIA BEAUTY ACADEMY

Signature:  B519538FE7F64BC...

Print Name: Dr. Jonathan Nguyen

Title: School Director

Date: 9/16/2020

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Signature:  0C38FC66437C4EE...

Print Name: Priya Jerome

Title: Exec. Director, Procurement, Central Svcs

Date: 9/16/2020



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT AMENDMENT to AGREEMENT

Amendment No: 2

THIS AMENDMENT to AGREEMENT No. SN007100 between Saddleback Beauty Academy and South Orange County Community College District for the Instructional Agreements for Cosmetician Training (Board of Trustees approved on 5/20/2019).

Saddleback Beauty Academy and South Orange County Community College District do mutually agree as follows:

1. This Amendment pertains to Article 9 District Responsibilities of original contract and identifies specific areas of district oversight with regard to instruction of District's students.
 - 9.1.a – The DISTRICT will enter into a separate contract with each employee of the CONTRACTOR providing instruction to the DISTRICT's students clearly stating that the DISTRICT has the primary right to control and direct the instructional activities of the instructor.
 - 9.1.b – The DISTRICT is responsible for the educational program provided by the CONTRACTOR to the DISTRICT's students.
 - 9.1.c – The DISTRICT exercises control and supervision over the educational program provided by the CONTRACTOR to the DISTRICT's students in the following manner:
 - Conducting on-site inspections at least bi-weekly;
 - Conducting a meeting four times per year to provide program communication and objectives;
 - Directing the curriculum taught and curriculum process;
 - Coordinating the program review process with the CONTRACTOR; and
 - Ensuring all instructors meet minimum qualifications.

The above list is not meant to be an exhaustive list rather a representative sample of the DISTRICT's responsibility over the program.

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

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

SADDLEBACK BEAUTY ACADEMY

Signature: 
99F27ACE3CA3438...

Print Name: Kayla Takano

Title: CEO

Date: 9/16/2020

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Signature: 
DC36FC66437C4EE...

Print Name: Priya Jerome

Title: Exec. Director, Procurement, Central Svcs

Date: 9/16/2020



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CHANGE ORDER 01

PROJECT: B100 Exterior Improvements, IVC**DATED:** May 8, 2020**CONTRACTOR:** Thomco Construction, Inc.**SOCCCD PROJECT MANAGER NAME:** Parker Davis

Contractor is hereby directed to provide the extra work necessary to comply with this Change Order.

DESCRIPTION OF CHANGE: Framing and fire alarm work due to unforeseen conditions; roofing taper to improve conditions beyond scope of design.**COST** (This cost shall not be exceeded):

Original Contract Price:	\$	730,179.00
Previous Contract Price:	\$	730,179.00
Change Order Amount:	\$	18,879.79
New Contract Amount:	\$	749,058.79

TIME FOR COMPLETION

Original Completion Date:	August 14, 2020
Previous Completion Date:	August 14, 2020
Time for Completion of Change Order:	5 Calendar Days
New Completion Date:	August 19, 2020

Contractor agrees to perform the above-described work in accordance with the above terms and in compliance with applicable sections of the Project Documents. The amount of the charges under this Change Order is limited to the charges allowed under Article 60 of the General Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in this Change Order shall constitute the entire compensation and/or adjustment in the contract time due Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in this Change Order. It is understood that this Change Order shall be effective when approved by the Governing Board of the District.

No additional or deletions to this Change Order shall be allowed, except with written permission of District. Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order.

This Change Order is hereby agreed to, accepted and approved.

CONTRACTOR

DocuSigned by:

Signature of Authorized Representative

Dillon Thompson

Project Manager Name

Title
9/23/2020

Date

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

DocuSigned by:

Signature of Authorized Representative

Priya Jerome

Exec. Director, Procurement, Central Svcs. & RM

Title
9/23/2020

Date

PO# IVCFMO-CUSTOM-1429-2020

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

Amendment No: 2

THIS AMENDMENT to AGREEMENT No. LFWD-ITPSA-2043-2020 between i3 Solutions LLC and South Orange County Community College District for the software engineering services in support of various SOCCCD systems such as SIS, MySite and My Academic Plan, pursuant to Board Resolution 18-20.

i3 Solutions LLC and South Orange County Community College District do mutually agree as follows:

1. Exercise option to extend Term by an additional twelve (12) months through October 31, 2021 (Year 3) and increase contract amount by not to exceed \$177,408 for a new Total Contract Value of \$532,224.

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

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

I3 SOLUTIONS LLC

Signature:  423D5C8C002E45F...

Print Name: Iden Sadeghieh

Title:

Date: 10/9/2020

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

Signature:  BD544D412A99439...

Print Name: Ann-Marie Gabel

Title: Vice Chancellor, Business Services

Date: 10/9/2020



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CUPCAA CHANGE ORDER NUMBER 1

PROJECT: Schedule Maintenance Roofing, PAC and A200, IVC**DATED:** June 22, 2020**CONTRACTOR:** Premier Roofing CA, Inc.**SOCCCD PROJECT MANAGER NAME** Parker Davis

Contractor is hereby directed to provide the extra work necessary to comply with this Change Order.

DESCRIPTION OF CHANGE: Credit of unused portion of allowance to the District, plus extension of project completion date due to long lead time materials requested by District**COST** (This cost shall not be exceeded):

Original Contract Price:	\$	466,663.00
Previous Contract Price:	\$	466,663.00
Change Order Amount:	\$	(26,598.57)
New Contract Amount:	\$	440,064.43

TIME FOR COMPLETION

Original Completion Date:	September 5, 2020
Time for Completion of Change Order:	34 days
New Completion Date:	October 9, 2020

Contractor agrees to perform the above-described work in accordance with the above terms and in compliance with applicable sections of the Project Documents. The amount of the charges under this Change Order is limited to the charges allowed under Article 5 of Field Services Agreement general Terms and Conditions or Article 4 of Contract for Labor and Materials Agreement general Terms and Conditions. The adjustment in the contract sum, if any, and the adjustment in the contract time, if any, set out in this Change Order shall constitute the entire compensation and/or adjustment in the contract time due Contractor arising out of the change in the work covered by this Change Order, unless otherwise provided in this Change Order. It is understood that this Change Order shall be effective when approved by the Governing Board of the District.

No additional or deletions to this Change Order shall be allowed, except with written permission of District. Contractor accepts the terms and conditions stated above as full and final settlement of any and all claims arising from this Change Order.

This Change Order is hereby agreed to, accepted and approved.

PREMIER ROOFING CA, INC.

Signature: 
2176A9F7E14A4A7...

Print Name: Randy Reber

South Orange County Community College District

Signature: 
0C36FC66437C4EE...

Print Name: Priya Jerome

Title: President

Date: 10/19/2020

Title: Exec. Director, Procurement, Central Svcs.

Date: 10/19/2020

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

BACKGROUND

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

STATUS

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

- 23 purchase orders \$5,000 and above amounting to \$536,073.52
- 165 purchase orders below \$5,000 amounting to \$137,996.57
- Combined total for all purchase orders is \$674,070.09

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

The District processed 627 checks in the amount of \$13,708,025.94 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)

September 25, 2020 through October 20, 2020

PO #	Supplier	Location	Description	Amount
P198617	Academic Senate for California	SC	Membership Dues FY 20/21	6,922.78
P198673	Arc Document Solutions, LLC	SC	Outdoor Signs for Athletics Department	10,680.07
P198575	BSN Sports LLC	IVC	Men's Baseball Uniform Supplies	9,732.14
P198569	BSN Sports LLC	IVC	Men's Basketball Uniform Supplies	5,893.56
P198578	Division of the State Architect	IVC	DSA Fees for HVAC Roofing Project	43,750.00
P198570	Division of the State Architect	IVC	DSA Fees for B200 Chemistry Classrooms Year 3 Project	14,550.00
P198593	EBSCO Subscription Services	SC	Periodicals for Library	7,707.73
P198692	FHEG Saddleback College	SC	Fall 2020 Book Vouchers for EOPS students	55,018.25
P198726	Laerdal Medical Corporation	SC	Simulation Cameras for Health Sciences student training - FCCC Board Approved 06/25/18	82,551.57
P198675	Laerdal Medical Corporation	SC	Modular Skills Trainers for Nursing students	18,225.25
P198648	McKesson	SOCCCD	Storage Equipment for Stadium Training Room	5,535.83
P198602	Medline Industries, Inc.	IVC	Medical Supplies for Health and Wellness Center	19,855.64
P198626	Pitney Bowes, Inc.	SOCCCD	Funds for Postage Machine for District, SC and IVC	30,000.00
P198625	Pitney Bowes, Inc.	SOCCCD	Lease for Mail Machine System	8,695.55
P198640	Rocks, Minerals and Fossils, LLC	IVC	Instructional Supplies for Geology	7,651.00
P198627	SOS Survival Products, Inc.	SOCCCD	Emergency Lockdown Kits for IVC	5,972.00
SN008709/ JAG1539	Teleperformance Rapid Text	IVC	Task Order for Sign Language Interpreting and Closed Captioning Services - Board Approved 09/23/19	100,000.00
P198603	United Interiors	IVC	Furniture for Offices A230 & A232	8,963.76
P198630	Virco, Inc.	IVC	Chemistry Lab Stools	14,633.42
P198637	WAXIE Sanitary Supply	IVC	Custodial Supplies	5,934.85
P198682	Wenger Corporation	SOCCCD	Women's Lockers & Equipment for PE Renovation - LACCCD Board Approved 08/31/20	17,630.06
P198592	Western Costume Company	SC	Costumes for Fall and Spring Theatre Productions	7,000.00
P198651	ZOLL Medical Corporation	SC	Zoll Monitors for Nursing student Simulation Training	49,170.06

23 Purchase Orders \$5,000 and Above	536,073.52
165 Purchase Orders Under \$5,000	137,996.57
Total Purchase Orders	674,070.09



South Orange County Community College District

Purchase Order Ratification (Amount)

September 25, 2020 through October 20, 2020

<u>PO #</u>	<u>Supplier</u>	<u>Location</u>	<u>Description</u>	<u>Amount</u>
SN008709/ JAG1539	Teleperformance Rapid Text	IVC	Task Order for Sign Language Interpreting and Closed Captioning Services - Board Approved 09/23/19	100,000.00
P198726	Laerdal Medical Corporation	SC	Simulation Cameras for Health Sciences student training - FCCC Board Approved 06/25/18	82,551.57
P198692	FHEG Saddleback College	SC	Fall 2020 Book Vouchers for EOPS students	55,018.25
P198651	ZOLL Medical Corporation	SC	Zoll Monitors for Nursing student Simulation Training	49,170.06
P198578	Division of the State Architect	IVC	DSA Fees for HVAC Roofing Project	43,750.00
P198626	Pitney Bowes, Inc.	SOCCCD	Funds for Postage Machine for District, SC and IVC	30,000.00
P198602	Medline Industries, Inc.	IVC	Medical Supplies for Health and Wellness Center	19,855.64
P198675	Laerdal Medical Corporation	SC	Modular Skills Trainers for Nursing students	18,225.25
P198682	Wenger Corporation	SOCCCD	Women's Lockers & Equipment for PE Renovation - LACCCD Board Approved 08/31/20	17,630.06
P198630	Virco, Inc.	IVC	Chemistry Lab Stools	14,633.42
P198570	Division of the State Architect	IVC	DSA Fees for B200 Chemistry Classrooms Year 3 Project	14,550.00
P198673	Arc Document Solutions, LLC	SC	Outdoor Signs for Athletics Department	10,680.07
P198575	BSN Sports LLC	IVC	Men's Baseball Uniform Supplies	9,732.14
P198603	United Interiors	IVC	Furniture for Offices A230 & A232	8,963.76
P198625	Pitney Bowes, Inc.	SOCCCD	Lease for Mail Machine System	8,695.55
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P198640	Rocks, Minerals and Fossils, LLC	IVC	Instructional Supplies for Geology	7,651.00
P198592	Western Costume Company	SC	Costumes for Fall and Spring Theatre Productions	7,000.00
P198617	Academic Senate for California	SC	Membership Dues FY 20/21	6,922.78
P198627	SOS Survival Products, Inc.	SOCCCD	Emergency Lockdown Kits for IVC	5,972.00
P198637	WAXIE Sanitary Supply	IVC	Custodial Supplies	5,934.85
P198569	BSN Sports LLC	IVC	Men's Basketball Uniform Supplies	5,893.56
P198648	McKesson	SOCCCD	Storage Equipment for Stadium Training Room	5,535.83

23 Purchase Orders \$5,000 and Above	536,073.52
165 Purchase Orders Under \$5,000	137,996.57
Total Purchase Orders	674,070.09



South Orange County Community College District

EXHIBIT C

Page 1 of 1

Check Ratification

September 25, 2020 through October 20, 2020

<u>Fund</u>	<u>Checks</u>	<u>Amount</u>
01 General Fund	524	4,520,670.08
09 SC Community Education	8	8,576.31
12 Child Development	1	135.00
40 Capital Outlay	81	8,611,706.39
68 Self Insurance	3	28,660.87
71 Retiree Benefit	3	520,718.50
95 SC Associated Student Government	6	9,031.72
96 IVC Associated Student Government	1	8,527.07
Total	627	13,708,025.94

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Contracts

ACTION: Ratification

BACKGROUND

On November 19, 2018, the Board of Trustees authorized the Chancellor/designee to approve individual business contracts less than \$200,000, with the following exceptions: contracts involving bid limits, the Chancellor/designee shall be limited to less than \$200,000 for public works projects and \$95,200 for equipment, supplies and maintenance projects.

STATUS

From September 15, 2020 through October 14, 2020, the Vice Chancellor of Business Services, or appropriate designee, reviewed and approved 99 total contracts following review by legal counsel, when appropriate.

Contract summaries are as follows:

EXHIBIT	# OF CONTRACTS	CONTRACT AMOUNT	TOTAL
A	38	≥\$5,000 to <\$200,000	\$1,084,304.91
B	6	\$ Zero Value	\$0.00
C	1	≥\$15,000 to <\$200,000	\$24,500.00
N/A	54	Under \$5,000	\$79,998.63
TOTAL	99		\$1,188,803.54

RECOMMENDATION

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



September 15, 2020 through October 14, 2020
Contracts with Values between \$5,000 and \$200,000
Board Date: November 16, 2020

CONTRACTOR NAME**CONTRACT AMOUNT**

1.	<u>M. Arthur Gensler Jr. & Associates, Inc.</u> Architectural Consultant Services Agreement (Amend No. 3) – No-cost revision to include COVID-19 clause for ATEP Wayfinding Signage Design Project and to extend term by 30 days through 10/2/2020. District Services	\$184,780.00
2.	<u>Avalon Tent & Party Corporation</u> Independent Contractor Agreement (Amend No. 1) – To increase contract value by \$12,400 from current agreement amount of \$133,025.64 to relocate tents with power for outdoor classrooms through 12/24/2020. Saddleback College	\$145,425.64
3.	<u>The College Board</u> Software License Agreement – Renewal of PowerFAIDS financial aid system from 9/1/2020 to 8/31/2022. Saddleback College	\$65,168.88
4.	<u>Knowland Construction Services</u> DSA Inspection Services Agreement – To provide consulting services for Saddleback College Various Projects from 9/25/2020 to 2/24/2021. District Services	\$61,200.00
5.	<u>Comevo, Inc.</u> Software License Agreement – Renewal of online orientation software from 2/1/2021 to 1/31/2026. Irvine Valley College	\$60,420.00
6.	<u>Wolters Kluwer HLRP</u> Software License Agreement – For DocuCare and Vsim simulation software for the Nursing program from 8/1/2020 to 7/31/2021. Saddleback College	\$45,517.36
7.	<u>Eventbrite, Inc.</u> Professional Services Agreement – To provide online ticketing services for the Fine Arts and Media Technology division from 9/25/2020 to 9/24/2023. Saddleback College	\$40,000.00

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

8.	<u>NG Web Solutions LLC</u> Software License Agreement – For Dynamic Forms software for building and publishing electronic forms and workflow from 10/1/2020 to 3/31/2023. District Services	\$37,500.00
9.	<u>Shaw HR Consulting, Inc.</u> Professional Services Agreement (Amend No. 2) – To increase contract value by \$15,000 from current agreement amount of \$18,000 to include the development of human resources ADA training videos through 6/30/2023. District Services	\$33,000.00
10.	<u>Otter.ai</u> Software License Agreement – For captioning and lecture transcription software from 9/30/2020 to 9/29/2021. Irvine Valley College	\$30,900.00
11.	<u>TGA of Greater Long Beach</u> Educational Services Agreement – To provide golf classes for the Community Education program from 8/1/2020 to 7/31/2021. Saddleback College	\$30,000.00
12.	<u>Yosemite Community College District</u> Instructional Agreement – To receive tuition reimbursement funds through the Child Development Training Consortium for eligible students in the Child Development program from 9/1/2020 to 6/20/2021. Saddleback College	\$29,900.00 Revenue
13.	<u>Curvature LLC</u> Technology Services Agreement (Amend No. 1) – To increase contract value by \$576 from current agreement amount of \$25,740 for onsite maintenance and service of additional data server through 1/31/2021. Irvine Valley College	\$26,316.00
14.	<u>Kanopy, Inc.</u> Software License Agreement (Amend No. 1) – To increase contract value by \$17,500 from current agreement amount of \$8,000 for additional online streaming services for the LRC through 6/30/2021. Saddleback College	\$25,500.00
15.	<u>Citrix Systems, Inc.</u> Software License Agreement – Renewal of network load balancing software from 10/2/2020 to 10/1/2023. Irvine Valley College	\$19,958.40

16.	<u>Patriot Contracting & Engineering, Inc.</u> Independent Contractor Agreement – To provide rental services for scaffolding, walkway protection, and temporary fencing at LRC building from 8/20/2020 to 2/20/2021. Saddleback College	\$18,973.00
17.	<u>Essence Entertainment</u> Independent Contractor Agreement (Amend No. 1) – To increase contract value by \$7,700 from current agreement amount of \$10,000 for additional musicians for Music Department events through 6/30/2021. Irvine Valley College	\$17,700.00
18.	<u>Kanopy, Inc.</u> Software License Agreement – Renewal of online streaming services for the School of Humanities from 10/1/2020 to 9/30/2021. Irvine Valley College	\$15,000.00
19.	<u>Aarons Natural Landscaping</u> Field Services Agreement – To provide landscaping services for the Child Development Center Landscaping Project from 10/5/2020 to 2/4/2021. Saddleback College	\$14,990.00
20.	<u>Knowland Construction Services</u> DSA Inspection Services Agreement – To provide consulting services for the District Warehouse Canopy Project from 11/1/2020 to 2/28/2021. District Services	\$14,620.00
21.	<u>Matson Backhoe & Construction Services, Inc.</u> Field Services Agreement – To repair water main between B100 and B200 buildings from 9/16/2020 to 10/15/2020. Irvine Valley College	\$14,500.00
22.	<u>United Site Services of California, Inc.</u> Independent Contractor Agreement (Amend No. 1) – To increase contract value by \$97.18 from current agreement amount of \$13,795.11 for service fees for portable restrooms, services, and supplies through 6/30/2020. Saddleback College	\$13,892.29
23.	<u>C.E.M. LAB Corp.</u> Geotechnical Testing & Inspection Services Agreement – To provide consulting services for the District Warehouse Canopy Project from 11/1/2020 to 2/28/2021. District Services	\$12,987.00

24.	<u>RS Construction & Development, Inc.</u> Field Services Agreement – To remove and replace damaged ceiling and floor tiles in cafeteria area from 9/9/2020 to 1/7/2021. Irvine Valley College	\$12,900.93
25.	<u>InterVision Systems LLC</u> Professional Services Agreement – To provide best practices and migration consulting services for Office 365 and SharePoint from 10/1/2020 to 12/31/2021. District Services	\$12,600.00
26.	<u>Somerset Electric</u> Field Services Agreement – To retrofit parking lot light poles and replace motion sensors from 10/10/2020 to 1/10/2021. Irvine Valley College	\$12,100.00
27.	<u>Imron Corporation</u> Software License Agreement – Renewal of UnityIS Professional access control system software maintenance from 12/20/2020 to 12/19/2021. Saddleback College	\$11,900.00
28.	<u>CDW Government LLC</u> Software License Agreement – Renewal of Singlewire InformaCast emergency broadcast software from 11/10/2020 to 11/9/2021. District Services	\$11,300.00
29.	<u>Pro Line Gymnasium Floors, Inc.</u> Field Services Agreement – To refinish the gym floor and dance room from 10/15/2020 to 12/15/2020. Irvine Valley College	\$9,150.00
30.	<u>Arts Laureate, Inc.</u> Independent Contractor Agreement – To provide virtual recordings and videos of the Choir and Wind Symphony from 9/1/2020 to 6/30/2021. Irvine Valley College	\$7,500.00
31.	<u>Economic Modeling, LLC of Moscow, Idaho</u> Software License Agreement – Renewal of Profile Analytics data application software from 8/6/2020 to 8/5/2021. Saddleback College	\$7,500.00
32.	<u>NMK Corporation</u> Professional Services Agreement (Amend No. 1) – No-cost two month extension to integrate Microsoft Teams with existing Cisco Call-Manager phone system through 12/31/2020. District Services	\$7,500.00

33.	<u>Cornel West</u> Guest Speaker/Artist Services Agreement – To provide a virtual presentation on Cultivating Racial Equity and Social Justice in Educational and Professional Practices on 10/23/2020. Saddleback College	\$7,000.00
34.	<u>Wasp Barcode Technologies</u> Software License Agreement – For AssetCloud OP inventory software and hardware for IT department from 10/23/2020 to 10/22/2021. Saddleback College	\$6,128.00
35.	<u>Augusoft, Inc.</u> Software License Agreement – Renewal of Lumens Standard student enrollment management software from 11/1/2020 to 10/31/2021. Saddleback College	\$5,474.94
36.	<u>Siteimprove, Inc.</u> Software License Agreement – Renewal of subscription for website optimization, accessibility checks, and search engine optimization from 7/1/2020 to 6/30/2021. District Services	\$5,002.47
37.	<u>Sino-American Education Service Ltd.</u> International Student Recruiting Consultant Services Agreement – To provide international student recruitment services from 10/6/2020 to 10/5/2025. Irvine Valley College	\$5,000.00
38.	<u>TalkClub Marketing Service Taiwan</u> International Student Recruiting Consultant Services Agreement – To provide international student recruitment services from 10/11/2020 to 10/10/2025. Irvine Valley College	\$5,000.00



September 15, 2020 through October 14, 2020

Contracts with Value of \$0

Board Date: November 16, 2020

CONTRACTOR NAME

CONTRACT AMOUNT

1.	<u>California State University, Fullerton</u> Internship Agreement (External Intern) – For external students to receive internship opportunity at the Student Success Center from 9/14/2020 to 6/30/2021. Irvine Valley College	\$0.00
2.	<u>CollegeSolved LLC</u> International Student Recruiting Consultant Services Agreement – To provide international student recruitment services from 9/20/2020 to 9/19/2025. Irvine Valley College	\$0.00
3.	<u>Orange County Health Care Agency</u> Seasonal Flu Vaccine Request – To receive flu vaccine for Health and Wellness Center clinics from 9/12/2020 to 9/11/2021. Irvine Valley College	\$0.00
4.	<u>Orange County Health Care Agency</u> Seasonal Flu Vaccine Request – To receive flu vaccine for Student Health Center clinics from 9/15/2020 to 10/30/2021. Saddleback College	\$0.00
5.	<u>Regents of the University of California at Irvine</u> Memorandum of Understanding – To allow data sharing for National Science Foundation Grant studying cross-enrollment patterns to support student success from 10/12/2020 to 12/31/2025. District Services	\$0.00
6.	<u>University of Southern California</u> Internship Agreement (External Intern) – For external students to receive internship opportunity at the Library from 9/28/2020 to 12/15/2020. Irvine Valley College	\$0.00



September 15, 2020 through October 14, 2020

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

Board Date: November 16, 2020

Contractor Name / Description of Contract	Change Order # and Amount	Total Contract Amount	# of Contractors Solicited	# of Bids Received	Rationale for Award
C.I. Services, Inc. Field Services Agreement: To repair Village and CDC building roofs. Saddleback College	N/A	\$24,500.00	3	3	Contract awarded to lowest responsive, responsible bidder.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Saddleback College Parking Lots Resurfacing Project,
Award of Bid No. 2101, J B Bostick Company, Inc.

ACTION: Approval

BACKGROUND

On April 28, 2020, the Board of Trustees allocated basic aid funding in the amount of \$1,000,000 for street and parking lot repairs at Saddleback College.

The work consists of asphalt resurfacing and re-striping of parking lots 10, 11, 12 and 13. The project will also correct all existing deficiencies with respect to the accessible parking stalls and accessible paths of travel from the parking lots to their adjacent campus walkways.

STATUS

On September 16, 2020 and September 23, 2020, SOCCCD ran a newspaper advertisement requesting bids for the Saddleback College Parking Lots Resurfacing project. The request for bids was also posted on the District website and sent through the PlanetBids portal. A total of 334 contractors were solicited. Seven bids were received on October 16, 2020. The lowest responsive, responsible bid was submitted by J B Bostick Company, Inc. in the amount of \$974,860 (EXHIBIT A). The District and college staff have reviewed the bids and recommend approval of bid and award of agreement.

The project will be funded by a combination of basic aid and redevelopment funds.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve awarding Bid No. 2101, Saddleback College Parking Lots Resurfacing project and approve the agreement (EXHIBIT B) with J B Bostick Company, Inc., in the amount of \$974,860 and authorize the Vice Chancellor of Business Services, or designee, to execute the agreement.

Bid No. 2101
Saddleback College Parking Lots Resurfacing Project
South Orange County Community College District

November 16, 2020

<u>CONTRACTORS</u>	<u>LOCATION</u>	<u>AMOUNT</u>
*J B Bostick Company, Inc.	Anaheim, CA	\$ 974,860.00
R.J. Noble Company	Orange, CA	\$1,151,455.35
Century Paving, Inc.	La Mirada, CA	\$1,158,975.14
Veterans Engineering Services, Inc.	Yorba Linda, CA	\$1,448,492.00
PaveWest, Inc.	Artesia, CA	\$1,466,600.00
Asphalt Fabric & Engineering, Inc.	Signal Hill, CA	\$1,528,827.00
LCR Earthwork & Engineering, Corp.	San Bernardino, CA	\$1,950,000.00
*Recommend Award		



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CONSTRUCTION SERVICES AGREEMENT

Bid 2101 Saddleback College Parking Lots Resurfacing Project

J B Bostick Company, Inc.

THIS AGREEMENT, dated the 17th day of November, 2020, in the County of Orange, State of California, is by and between South Orange County Community College District, (hereinafter referred to as "DISTRICT"), and J B Bostick Company, Inc., 2870 E. La Cresta Avenue, Anaheim, CA 92806, (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 Saddleback College Parking Lots Resurfacing Project 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 Nine Hundred Seventy Four Thousand Eight Hundred Sixty Dollars (\$974,860.00).

4. The work shall be commenced on the date of the DISTRICT'S Notice to Proceed and shall be completed within One Hundred Eleven (111) 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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Builder's Risk Insurance without exclusion or limitation in an amount not less than	120% of the Contract Price
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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. 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 James B. Bostick, whose title is President, is authorized to act for and bind the corporation.

13. 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.

14. Force Majeure. The Contractor and District are excused from performance during the time and to the extent that they are prevented from obtaining, performing any act or rendering any services required under this Agreement by a Force Majeure Event. If a Force Majeure Event caused the failure or delay beyond the Parties' control and which by the Parties' exercise of due diligence could not reasonably have been avoided, an extension of contract times in an amount equal to the time loss due to such delay shall be the Contractor's sole and exclusive remedy for such delay. A "Force Majeure Event" shall mean events or circumstances occurring by acts of God, such as tornadoes, lightning, earthquakes, hurricanes, floods, or other natural disasters; epidemics; pandemics; quarantine restrictions; fire; strikes; lock-out; commandeering of materials, products, plants or facilities by the government; terrorist attacks; wars; riots; civil disturbances; or governmental acts, including sanction, embargo, and import or export regulation, or order; when satisfactory evidence thereof is presented to the other party, provided that it is satisfactorily established that the non-performance is not due to the fault or neglect of the party not performing.

15. COVID-19 Contractor Responsibilities. Prior to commencing any work under this Agreement, Contractor shall be required to develop and submit to the District its COVID-19 Exposure Response and Prevention Plan (the "Plan") that is consistent with Cal/OSHA and CDC guidance. The Plan at a minimum shall require Contractor to immediately notify the District (Construction Manager) of any possible COVID-19 infections or potential COVID-19 exposure events involving Contractor and any of its employees, subcontractors and/or suppliers performing work on District property pursuant to the terms of this Contract.

The Plan shall be developed and based on the current information available from Cal/OSHA and CDC, and shall be amended by Contractor as may be appropriate based on further information provided by Cal/OSHA and CDC and other public officials. Contractor shall promptly provide to the District any amendments or revisions to its adopted Plan. While the confidentiality of all medical conditions must be maintained in accordance with applicable law, the District reserves the right to inform any District staff, employees, students, and/or visitors that an unnamed worker has been diagnosed with COVID-19 if any of the District's staff, employees, students, or visitors might have been exposed to the disease so such individual(s) may take measures to protect their own health.

16. 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.

[SIGNATURE PAGE TO FOLLOW]

DISTRICT

CONTRACTOR

By: _____
Signature

By: _____
Signature

Print Name

Print Name

Title

Title

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Approval of Master Agreements between South Orange County Community College District and the Saddleback College Foundation and the Foundation for South Orange County Community College District

ACTION: Approval

BACKGROUND

California Education Code Sections 72670-72680 et seq. and Title 5, California Code of Regulations, Sections 59250-59270 et seq. require that the Board of Trustees adopt implementing regulations for auxiliary organizations, which require that all auxiliary organizations enter into a written master agreement with the District. In August 2017, the California Community College Chancellor's Office (CCCCO) published the Auxiliary Organizations Manual in an effort to provide districts with the rules and regulations to establish and maintain auxiliary organizations and to standardize accounting and reporting.

STATUS

The Saddleback College Foundation (SC Foundation) and the Foundation for South Orange County Community College District (Foundation) are considered auxiliary organizations of the District (SOCCCD). The current master agreements between the District and the Foundation and SC Foundation were entered into on October 29, 2019.

Due to changes made to Title 5 since that time, and in order to maintain compliance with California Education Code, Title 5 and the Auxiliary Organizations Manual published by the CCCCCO, the District engaged with college and foundation personnel to review and revise the master agreements (EXHIBITS A and B). Through that collaboration, numerous meaningful changes have been made to the agreement, which benefit the District, the college and the respective foundation.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the master agreements between the South Orange County Community College District and the Saddleback College Foundation and the Foundation for South Orange County Community College District for a term of five years, with automatic renewals for subsequent annual periods.

**MASTER AGREEMENT
BY AND BETWEEN
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
SADDLEBACK COLLEGE FOUNDATION**

THIS MASTER AGREEMENT is approved and entered into as of this 22nd day of October, 2020, by and between SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, a community college district organized and existing under the constitution and laws of the State of California (the "District"), and the SADDLEBACK COLLEGE FOUNDATION, a nonprofit, public benefit corporation organized and existing under the laws of the State of California (the "Foundation") as an auxiliary organization of South Orange County Community College District.

RECITALS

- A. The District and the Foundation desire to establish the Foundation as an auxiliary organization of the District pursuant to Education Code Sections 72670-72680 et seq. and Sections 59250-59270 et seq. of Title 5 of the California Code of Regulations.
- B. As required by Education Code Section 72670 et seq., the Board of Trustees of the District adopted implementing regulations for auxiliary organizations, which require that all auxiliary organizations enter into a written agreement with the District.
- C. The District and the Foundation desire to enter into this Agreement in accordance with the District's implementing regulations.

AGREEMENT

NOW, THEREFORE, the parties covenant and agree as follows:

ARTICLE I

FOUNDATION PURPOSES AND FUNCTIONS

Section 1.1. Functions and Purpose of Foundation. The Parties agree and understand that the functions to be undertaken by the Foundation are for the sole purpose of providing activities, which are an integral part of the educational programs of the District. The Parties further agree and understand that the functions undertaken by the Foundation are more effectively and efficiently performed by the Foundation than by the District under usual District procedures, pursuant to Section 59257 (j)(2) of Title 5 of the California Code of Regulations.

Section 1.2. Statement Regarding Use of Foundation. The administration by the Foundation of the functions and activities described in this Agreement, instead of administration by and through the District, is deemed to be more effective in accomplishing such functions and activities than would be possible under usual governmental budgetary, purchasing and other fiscal procedures.

Section 1.3. Gift Acceptance. The Foundation will provide processes for receiving gifts for the benefit and advancement of Saddleback College (the “College”) and be guided by the gift acceptance policy and bylaws (Appendix A) in effect at the time of the gift.

Section 1.4. Covenant to Maintain Existence. During the term of this Agreement, the Foundation agrees to maintain its existence and to operate in accordance with Education Code Sections 72670-72680 et seq. and with Sections 59250-59270 et seq. of Title 5 of the California Code of Regulations, as well as District policy and the implementing regulations for auxiliary organizations adopted by the District.

ARTICLE II

ANNUAL AUDITS AND PROFESSIONAL SERVICES

Section 2.1. Attorney and Accountant Services. The Foundation may request legal and financial advice from the District on an as needed basis at no cost to the Foundation, except as specified in Section 3.8.

Section 2.2. Annual Audit. The Board of Directors of the Foundation shall cause an annual fiscal audit of the Foundation to be conducted by an independent certified public accountant, pursuant to Education Code 72672(a). This annual audit may, but need not, be conducted as part of a fiscal audit of the District. Should the Foundation elect to secure fiscal audit services separately from the District, it will be at the expense of the Foundation. Copies of the annual audit report shall be submitted to the Board of Trustees of the District within thirty (30) days after it is received by the Foundation. The Foundation shall annually publish the audited statement of its financial condition on the Foundation website. The statement shall be disseminated as widely as feasible and be available to any person on request. A reasonable fee may be charged to cover the costs of providing such copies.

Section 2.3. Annual Budget. The Foundation shall also submit their Foundation approved budget to the District.

Section 2.4. Foundation Records. The Foundation shall keep and maintain the Foundation financial records for a period of not less than five (5) years following each budget period. Such records and reports may be maintained electronically by the District, subject to the terms of Article III of this Agreement. Such records and reports shall cover all activities of the Foundation whether pursuant to this Agreement or otherwise. The District shall have the right to inspect and audit such records and accounts during and/or following the close of any fiscal year following reasonable notification to the Foundation. The District shall also have the right to take custody of all records generated by the Foundation in any way relating to its administration of the services, programs, functions or activities described in Section 1.2 of Article I of this Agreement. The rights and obligations provided in this Section shall survive the termination of this Agreement.

Section 2.5. Annual Statement of Benefits. The Foundation shall provide the District with an annual statement including a financial summary and highlights of the Foundation’s accomplishments. In addition, each auxiliary organization shall publicly disclose, on an annual basis, the value of services performed by District employees under the direction of the auxiliary organization and a description of the commensurate benefits provided to the District by the auxiliary organization pursuant to Article IV.

ARTICLE III

USE OF DISTRICT FACILITIES AND SERVICES

Section 3.1. Use of District Facilities. The Foundation, separately or jointly with the District, may occupy, operate and use District facilities and property as identified in Appendix B to this Agreement which may be amended from time to time, to accomplish the purposes of this Agreement. However, the Foundation's operations under any such amendment shall be integrated with District operations and shall be under the general supervision of District officials. Furthermore, it is understood and agreed that District officers, employees and agents shall have the right to enter any such facilities or any part thereof at any time for the purpose of examination or supervision. A description of facilities to be used by the Foundation is set forth in Appendix B to this Agreement. The Foundation's use of District facilities does not establish a landlord/tenant relationship between the District and the Foundation, unless such a relationship is otherwise established by a separate written agreement entered into between the District and the Foundation.

Section 3.2 Provision of District Services The District may provide printing, duplicating, mailing, postage, and joint publications; marketing and communications assistance; technology assistance; assistance to foundation staff on an as needed basis; visible and accessible office facilities and their maintenance; telephone, internet and related technical support; use of district name and logotype.

Section 3.3 Charge or Rental. Appendix B shall set forth the charge or rental to be paid to the District by the Foundation if any for the use of such facilities or property. Such charge or rental may be for less than fair rental value to the extent permitted by Section 81440(b) of the Education Code.

Section 3.4. Use of Facilities. The Foundation shall use the facilities and property of the District pursuant to Appendix B only for those services and functions that are consistent with this Agreement and consistent with the policies, rules and regulations, which have been or may be adopted by the Board of Trustees of the District.

Section 3.5. District Right to Terminate. The right to use any of the District facilities or property granted in Appendix B shall cease upon written notice by the District that the facilities or property are needed for the exclusive use of the District. A minimum of 180 days' notice must be provided.

Section 3.6. Maintenance and Operating Expenses. The Foundation agrees that it shall allow the district to keep, repair and maintain all such facilities and property in a clean and orderly condition and allow the District to, at reasonably frequent intervals and in a lawful manner, dispose of all waste from such facilities and property. The Foundation further agrees that it shall keep all such facilities and property in good repair.

Section 3.7. Third Party Agreements By Foundation. The Foundation shall not enter into any contract that would obligate the District, its facilities, equipment or personnel, without the prior written approval of the District. The Foundation has no authority to bind the District, by contract or otherwise, in any amount.

Section 3.8 Indemnification. The Foundation agrees to indemnify, defend and hold harmless the District, its officers, agents, and employees from any and all loss, damage or liability that may be suffered or incurred by the District, its officers, agents and employees, which is caused by, arising out of or in any way connected with the negligent or intentionally wrongful acts or omissions of the Foundation associated with the Foundation's use of District facilities under this Agreement at the Foundation's own cost.

The District agrees to indemnify, defend and hold harmless the Foundation, its officers, agents, and employees from any and all loss, damage or liability that may be suffered or incurred by the Foundation, its officers, agents and employees, which is caused by, arising out of or in any way connected with the negligent or intentionally wrongful acts or omissions of the District associated with the Foundation's use of District facilities under this Agreement.

Section 3.9. Signs, Fixtures and Equipment. During the term of this Agreement, the Foundation shall have the right to erect, place and attach fixtures, signs and equipment in or upon facilities as authorized by the Chancellor of the District, or designee in writing as to number, size and location. Fixtures, signs or equipment so erected, placed or attached by the Foundation shall be and remain the properties of the Foundation and shall be removed therefrom by the Foundation upon the termination of this Agreement or written direction of the Chancellor of the District.

Section 3.10. Restoration. Upon termination of this Agreement, the District shall have the option to require the Foundation, at the Foundation's expense and risk, to restore all such facilities as nearly as possible to the condition existing prior to the execution of this Agreement; provided, however, that if the Foundation shall fail to do so within ninety (90) days after the District exercises such option, the District may restore the property at the expense of the Foundation; and all costs and expenses of such restoration shall be paid by the Foundation upon demand of the District. The District shall have the right to exercise this option within thirty (30) days after the expiration of this Agreement, but not thereafter.

Section 3.11. Survival of Rights. The rights and obligations provided in this Article shall survive the termination of this Agreement.

ARTICLE IV

REIMBURSEMENT OF DISTRICT COSTS

Section 4.1. Reimbursement for District Expenditures. Annually, utilizing the Schedule of Commensurate Return (Appendix C), the Foundation shall document the value of the services provided by District employees assigned directly to the Foundation. The amount of these services shall be covered by the Foundation utilizing both tangible and intangible benefits provided by the Foundation.

Tangible benefits are defined as any outlay of expenditure by the Foundation for any of the following:

- Financial support to the college, District, or any other auxiliary organization of the District

- Reimbursement of any portion of the salaries and benefits for the District employees assigned directly to the Foundation
- Student scholarships
- Contributions to athletic, student support, and/or instructional programs
- Promotional and/or marketing materials prepared by the Foundation

Intangible benefits are defined as any of the following:

- Time spent by the District employees assigned to the Foundation to organize and/or run college and/or District events
- In-kind services of Foundation board members
- Realized gains of endowments and other investments maintained by the Foundation

Section 4.2. Indirect Costs Relating to Federal Programs. If the Foundation administers a federally-sponsored program, it shall reimburse the District for indirect costs associated with the performance of services by District for the Foundation relating to the federally-sponsored project. Such reimbursement shall take into consideration the District's federal indirect cost rate and the approved indirect cost allocation, if any, of the federal program award. In the event that the District's federal indirect cost rate has not been determined, the District's Vice Chancellor of Business Services shall determine and specify such costs and the amount thereof. All such reimbursements shall be made by the Foundation within thirty (30) days of receipt of an invoice with a determination of such costs.

ARTICLE V

DISPOSITION OF FOUNDATION ASSETS

Section 5.1. Approval of Expenditures. The board of directors of the Foundation shall approve or ratify all expenditures and fund appropriations of the Foundation. Appropriations of funds for use by the Foundation shall be approved in accordance with donor intent, Foundation policies and budget and shall be consistent with regulations adopted by the Chancellor of the District.

Section 5.2 Expenditures for Public Relations. With respect to expenditures for public relations or other purposes which would serve to augment District appropriations for the operation of the District, the Foundation may expend funds in such amount and for such purposes as are approved by the board of directors of the Foundation. Prior to the expenditure of such funds, the board of directors of the Foundation shall file with the Chancellor a statement of the Foundation's policy on accumulation and use of public relations funds. The statement shall include the policy and procedure on solicitation of funds, source of funds, purposes for which the funds will be used, allowable expenditures and procedures of control.

Section 5.3. Disposition of Net Earnings. Net earnings derived from the operations of the Foundation shall be used solely to benefit Saddleback College and its students or used for reserves as established by the board of directors of the Foundation. Notwithstanding the foregoing, in the event that Saddleback College ceases to exist or otherwise ceases to be a part of the South Orange County Community College District, the net earnings from the operations of the Foundation shall thereafter be used solely to benefit the District.

Section 5.4. Disposition of Assets Upon Dissolution. Upon dissolution of the Foundation or the cessation of its operations under this Agreement, its assets remaining after payment, or provisions for payment, of all debts and liabilities shall either be expended for the benefit of the District or automatically revert to the District.

ARTICLE VI

MISCELLANEOUS

Section 6.1. Term of Agreement. The term of this Agreement shall be five (5) years beginning on the first day of the month after recognition, unless sooner terminated as herein provided; provided, however, that this Agreement shall be renewed automatically for subsequent annual periods, unless either party notifies the other party in writing not later than sixty (60) days prior to any renewal date of its intention not to renew. In any event of termination, the provisions of Section 5.4 of Article V of this Agreement (concerning the distribution of assets upon dissolution) shall survive such termination. This agreement will be reviewed every five (5) years to ensure any changes made to governing regulations are properly incorporated.

Section 6.2. Termination. Either party may terminate this Agreement on sixty (60) days written notice to the other party if the party to whom such notice is given is in material breach of this Agreement. The party claiming the right to terminate hereunder shall set forth in such notice the facts underlying its claim that the other party is in breach of this Agreement. Remedy of such breach within thirty (30) days of the receipt of such notice shall prevent the termination of the Agreement.

Section 6.3. Termination in Event of Foundation's Loss of Good Standing. If and when the Chancellor or other designee of the District has reason to believe that the Foundation should be removed from the District's list of auxiliary organizations which are in good standing (the "Good Standing List"), that person shall give the Foundation's board of directors reasonable notice that a conference will be held to determine whether grounds for removal of the Foundation from the Good Standing List do in fact exist. Representatives of the Foundation's board of directors shall be entitled to be present at such conference, and shall have a minimum of one month's notice to prepare a response to the issues which have been raised. Based upon such conference, the Chancellor or designee shall recommend to the District Board of Trustees whether the Foundation should be removed from the Good Standing List, after which the District Board of Trustees, in its sole discretion, may remove the Foundation from said Good Standing List. Notwithstanding the terms of section 6.2, above, this Agreement shall immediately terminate on the Foundation's removal from the Good Standing List.

Section 6.4. Effects of Termination. Upon termination of this Agreement, neither party shall have any further obligation hereunder except for (1) obligations occurring prior to the date of such termination; and (2) obligations, promises, or covenants contained herein which expressly extend beyond the term of this Agreement, including but not limited to those set forth in this Section. Upon termination or expiration of this Agreement, the Foundation shall within thirty (30) days of such termination or expiration (1) vacate any District facilities and/or real property the Foundation is occupying; (2) return all District equipment and supplies to the District; (3) transfer all documents and records in its possession relating to its administration of the services, programs, functions or activities described in Section 1.2 of Article I of this Agreement to the District; and (4) perform all other obligations required of the Foundation under the terms of this Agreement.

Section 6.5. Non-Assignability; Amendment. This Agreement, either in whole or in part, is not assignable by the Foundation. This Agreement may not be altered or modified except by a written statement signed by the parties.

Section 6.6 Insurance. For its day-to-day activities, the Foundation shall be included within the District's insurance policies. When special events are sponsored by the Foundation, special insurance coverage may be required by the District and paid by the Foundation.

Section 6.7 Notices. Any notice, request, information or other document to be given hereunder to any party by any other party shall be in writing and shall be deemed given and served upon delivery, if delivered personally, or three (3) days after mailing if sent by certified mail, postage prepaid, as follows:

If to District:

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

With a copy to:

South Orange County Community
College District
28000 Marguerite Parkway
Mission Viejo, California, 92692
Attn: Vice Chancellor Business Services

If to Foundation:

SADDLEBACK COLLEGE
FOUNDATION
28000 Marguerite Parkway
Mission Viejo, CA 92692
Attn: Executive Director

With a copy to:

Saddleback College

28000 Marguerite Parkway
Mission Viejo, CA 92692
Attn: Saddleback College President

Any party may change the address or persons to which notices are to be sent to it by giving the written notice that such change of address or persons to the other parties in the manner provided for giving notice.

Section 6.8. Headings. The titles and headings of the various sections of this Agreement are intended solely for convenience of reference and are not intended to explain, modify or place any construction on any of the provisions of this Agreement.

Section 6.9. No Waiver. A party's failure to insist on the strict performance of any covenant or duty required by this Agreement, or to pursue any remedy under this Agreement, shall not constitute a waiver of the breach or the remedy.

Section 6.10. Governing Law. The agreement shall be governed by and construed according to the laws of the State of California.

Section 6.11. New Legislation. If, during the term of this agreement, new legislation is adopted by the California Legislature that affects the operation and function of the Saddleback College Foundation, the District and the Foundation agree to abide by the new changes until an amendment to the agreement can be executed.

Section 6.12. Prior Agreements. This Agreement replaces and supersedes all prior agreements between the District and the Foundation.

Section 6.13 Amendment. This agreement may be amended only by written agreement signed by the parties.

Section 6.14. Contribution to the South Orange County CCD Foundation. The Foundation will annually contribute two-thousand dollars (\$2,000) raised through District vendors to the South Orange County Community College District Foundation by August 1st for its use. In return, all fundraising efforts by District employees and any contributions by District vendors will be for the direct benefit of the College Foundation. The District will provide the College Foundation with a list of vendors and their contact information by August 1st.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the date set forth above.

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

SADDLEBACK COLLEGE FOUNDATION

By: _____
Chancellor

By: Elizabeth McCann
Executive Director

By: _____
Vice Chancellor, Business Services

By: Elliot Stern (Oct 28, 2020 17:44 PDT)
President, Saddleback College

By: Anthony Perry (Oct 29, 2020 15:30 PDT)
Chair, Saddleback College Foundation

APPENDIX A

See Attached Bylaws.

**AMENDED AND RESTATED
BYLAWS
OF THE
SADDLEBACK COLLEGE FOUNDATION**

ARTICLE I

Name

The name of this nonprofit corporation is the SADDLEBACK COLLEGE FOUNDATION, hereinafter referred to as the “Foundation”.

It exists as an auxiliary organization of the South Orange County Community College District. It shall comply and conform to all policies of the South Orange County Community College District and the purposes and limitations set forth in the Articles of Incorporation.

ARTICLE II

Purposes and Limitations

Section 1. Purpose and Powers. The Foundation shall have such purposes as are now or may hereafter be set forth in its Articles of Incorporation, The primary focus of the organization is to raise charitable funds in support of the academic and institutional excellence of the Saddleback College.

Section 2. Primary Purpose and Goals.

- (a) Key purposes include but are not limited to the following: generating and receiving community charitable contributions, providing grants and scholarships to educational and community programs of the Saddleback College, and promoting broad community recognition and support.
- (b) The Saddleback College Foundation general goals are to:
 - 1. Raise funds and friends in support of the students of Saddleback College.
 - 2. Participate in the organization and definition of fund raising activities and development of resources to benefit Saddleback College, including capital improvements.
 - 3. Receive gifts, bequests, and donations to distribute or invest such funds for the benefit and advancement of Saddleback College.
 - 4. Solicit and provide scholarships for students.
 - 5. Conduct periodic fundraising campaigns.

6. Assist in building and maintaining a positive image of Saddleback College in the course of pursuing the primary purposes.
7. Serve as “ambassador of goodwill” for Saddleback College in the course of pursuing the primary purposes.
8. Sponsor activities, which allow for special recognition of community members, philanthropic support of students, faculty, staff and alumni.

Section 3. Limitations.

(a) This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law. Notwithstanding any other provision of these bylaws, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation, and the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law, or (b) by a corporation, contributions to which are deductible under Sections 170(c)(2), 2055(a)(2) and 2522(a)(2) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States internal revenue law.

(b) No substantial part of the activities of this corporation shall consist of lobbying or propaganda or otherwise attempting to influence legislation, except as provided in Section 501(h) of the Internal Revenue Code of 1986, and the corporation shall not participate or intervene (including publishing or distributing statements) in any political campaign on behalf of or in opposition to any candidate for public office except as provided in such Section 501(h).

(c) The property of this corporation is irrevocably dedicated to the purposes set forth above. No part of the earnings of this corporation shall ever inure to the benefit of any directors or officers of this corporation or to the benefit of any private person.

(d) Upon the dissolution and winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to a nonprofit fund, foundation or corporation which is organized and operated exclusively for public and/or charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code and under Section 23701d of the California Revenue and Taxation Code or the corresponding section of any future federal or California revenue law.

ARTICLE III

Powers

The Foundation shall have such powers as are now or may hereafter be granted by the laws governing auxiliary organizations of the California community colleges and by the nonprofit corporation Law of the state of California, except as limited by the provisions of its Articles of incorporation or these Bylaws.

ARTICLE IV

Offices

The Foundation shall have and continuously maintain on the campus of Saddleback College, a principal office for the transaction of the Foundation's business.

ARTICLE V

Organizational Structure

Section 1. Membership. No regular Members. In accordance with section 5310 of the California Nonprofit Public Benefit corporation law, the Foundation shall have no members within the meaning of section 5056 of the law.¹ All actions which would otherwise require approval by a majority of all members or approval by members shall require only approval of the Board of Directors. All rights which would otherwise vest in members shall vest in the Directors which shall be constituted as described in this Article V, Section 3 Board of Directors, paragraph (e) Composition of the Board.

Section 2. Persons Associated with the Foundation. By resolution, the Board of Directors may create any advisory boards, councils, honorary membership or other bodies as it deems appropriate. The Board of Directors may also, by resolution, confer upon any such class or classes of such persons such rights as the Board finds appropriate and as are consistent with California law and these bylaws.

Section 3 Board of Directors

- (a) Definition of Terms. For the purpose of these bylaws, "Board" refers to the Board of Directors of the Foundation, unless otherwise indicated; "Directors" refer to the members of the Foundation Board; "District" refers to the South Orange County Community College District; "college" refers to Saddleback College; "Board of Trustees" refers to the Board of Trustees of the South Orange County Community College District; "Trustee or Trustees" refers to a member or members of the District

¹ TITLE 1 - CORPORATIONS [100 - 14631] DIVISION 2 – NONPROFIT CORPORATION LAW PART 2 - NONPROFIT PUBLIC BENEFIT CORPORATIONS
CHAPTER 3 - Members

ARTICLE 1 - Issuance of Memberships

Section 5310 Universal Citation: CA Corp Code § 5310 (through 2013 Leg Sess)

(a) A corporation may admit persons to membership, as provided in its articles or bylaws, or may provide in its articles or bylaws that it shall have no members. In the absence of any provision in its articles or bylaws providing for members, a corporation shall have no members.

(b) In the case of a corporation which has no members, any action for which there is no specific provision of this part applicable to a corporation which has no members and which would otherwise require approval by a majority of all members (Section 5033) or approval by the members (Section 5034) shall require only approval of the board, any provision of this part or the articles or bylaws to the contrary notwithstanding.

(c) Reference in this part to a corporation which has no members includes a corporation in which the directors are the only members.

(Amended by Stats. 1984, Ch. 812, Sec. 1.7.)

Board of Trustees. “Chairperson” refers to the Chairperson of the Board of the Foundation.

- (b) General Powers. All the business and affairs of the Foundation shall be managed and controlled by the Board of Directors.
- (c) Number and Tenure. The Foundation shall have a Board of Directors of not less than fifteen (15) or more than forty- five (45), with the exact number to be determined by resolution of the Board. Each Director shall hold office for three (3) years, with the limitation of three (3) consecutive three-year terms. No Director, other than an ex officio Director or presently serving as an officer, who has served three (3) consecutive three-year terms is eligible for a fourth term unless a period of one (1) year has elapsed since he or she last served as Director.
- (d) Officers. The Directors shall elect four Board members to the following offices: President/Chairperson, Vice Chair, Treasurer, and Secretary. No Director may hold two offices simultaneously.
- (e) Composition of the Board. The following persons shall be voting Directors of the Foundation: the President of the College. The Board of Trustees will select a Trustee to represent the Board of Trustees. The President of Saddleback College may appoint a representative from each of the following as members of the Board: (1) College student body, (2) College administration (3) College faculty and (4) College classified staff. All other Directors shall be elected by the existing members of the Board from a pool of potential Directors who are (1) nominated by the Board Development Committee and (2) whose nomination is approved by the President of the College. The elected Directors shall begin upon approval by the Board, the calculation of their term of office shall be based on the Board’s next annual meeting.
- (f) All members of the Board of Directors are voting members. The Foundation Board of Directors may appoint advisors to the Board of Directors under the following categories:
 - (i) Honorary: the Foundation Board may elect persons as honorary advisors who, because of their position or prestige, may reflect honor upon the Foundation and Saddleback College.
 - (ii) Emeritus: The Foundation may elect persons who have served with distinction as advisors to the Board of Directors
 - (iii) Foundation Executive Director: The Foundation Executive Director shall serve as the chief professional officer of the Board of Directors.
- (g) Attendance. Directors shall be expected to attend all Board meetings. After three (3) consecutive unexcused absences, the Secretary shall notify the Executive Committee of excessive absences. The Executive Committee shall recommend appropriate action on a

case-by-case basis, which action shall be taken by the Board in its discretion, under terms consistent with these bylaws.

- (h) Voting. Each member of the Board of Directors shall have one vote. There shall be no proxy voting permitted for the transaction of any of the business of this Foundation.
- (i) Resignation. Any appointed Director may resign from the Board at any time by giving written notice to the Chairman of the Board or the Secretary of the Foundation and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.
- (j) Removal of Directors. A director may be removed from office without cause by a majority vote of the total number of voting directors then in office.
- (k) Restriction on Interested Persons as Directors. Notwithstanding any other provision of this Article V, no more than forty-nine percent (49%) of the persons serving on the board may be interested persons. An interested person is (a) any person compensated by the corporation for services rendered to it within the previous twelve (12) months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person. However, any violation of the provisions of this paragraph shall not affect the validity or enforceability of any transaction entered into by the corporation.
- (l) Vacancies. Any vacancy occurring on the Board of Directors due to the removal, resignation or death of a Director other than an ex-officio Director or a Director appointed by the President of the College as provided for in section 3(e) of this Article shall be filled by the majority vote of the remaining voting members of the Board of Directors, for the unexpired portion of the term. A vacancy occurring due to the removal, resignation or death of any other Director shall be filled in the same manner as the former occupant of the position was selected.
- (m) Compensation of Directors. No Director shall receive any salary or other similar compensation for any services as a Director; however, the Board of Directors may authorize in advance the reimbursement of actual and necessary expenses incurred by the individual Directors performing duties as Directors. Such authorization shall be made in advance of any such expenses being incurred.
- (n) Inspection by Directors. Each Director shall have the right at reasonable time to inspect all books, records, and documents of every kind and the physical properties of the Foundation for a purpose reasonably related to such person's interest as a Director, provided that such a Director shall not have the right to inspect those books, records or documents made privileged or confidential by the law. This inspection must be made by the Director in person, provided that the Director may be accompanied by an agent or attorney, and the right of inspection included the right to copy and make extracts of

documents. Nothing in this section shall affect the right of the Board of Directors to conduct the business of the Foundation as set forth in these Bylaws.

- (o) Delegation. Pursuant to Section 5210 of the California Corporations Code, the Board of Directors may delegate the management of the activities of the Foundation to any person or persons, management company, or committee however composed, provided that the activities and affairs of the Foundation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board of Directors.
- (p) Conflict of Interest. No member of the Board of Directors shall be financially interested in any contract or other transaction entered into by the Board of Directors that is not in accordance with the conflict of interest provision set forth in Education Code Sections 72670-72682 and other applicable laws including but not limited to the political reform act and government code section 1090. The following relationships are specifically deemed not permissible:
 - (1) Any contract, other than an employment contract, directly between the Foundation and a Director.
 - (2) Any contract between the Foundation and a partnership or unincorporated association in which a Director is a partner, or owner, or holder, directly or indirectly, or a proprietor-ship interest.
 - (3) Any contract between the Foundation and a for-profit corporation in which a Director is the owner or holder, directly or indirectly, of 5 percent or more of the outstanding common stock.
 - (4) Any contract in which a Director is interested, and without first disclosing such interest to the Board of Directors at a public meeting, influences or attempts to influence one or more Directors to enter into the contract.

There are other relationships, including the following that are permissible:

- (1) Contracts between the Foundation and a for-profit corporation in which a Director is the owner or holder, directly or indirectly, of less than 5 percent of the outstanding common stock.
- (2) Contracts between the Foundation and a for-profit corporation on whose Board of Directors a Director serves and such Director is the owner or holder, directly or indirectly, of less than 5 percent of the outstanding stock.
- (3) Contracts between the Foundation and a nonprofit corporation on whose Board of Directors a Director serves.

Section 4. Foundation Executive Director. The Foundation Executive Director is the Chief Professional Officer of the Foundation and serves at the pleasure of the South Orange County

Community College District and the office of the President of Saddleback College. He/she is responsible for the general operations of the Foundation, is a non-voting advisor to the Board and is a non-voting member of all advisory committees.

ARTICLE VI

Meetings of the Board of Directors

Section 1. Place of Meeting. Regular meetings of the Board of Directors shall be held at any place within the South Orange County Community College District. In the absence of such designation, meetings shall be held at the principal office of the Foundation.

Section 2. Annual Meeting. An annual meeting of the Board of Directors shall be held once each year prior to the regular meeting of the Board of Directors. Such meeting shall be for the purpose of appointing Directors and electing Officers, other than ex-officio Officers, of the Foundation and for the transaction of such other business as may come before the meeting.

Section 3. Regular Meeting. Regular meetings of the Board of Directors shall be held upon notice in accordance with Section 5 of this Article VI. The Board of Directors shall hold at least five business meetings per year.

Section 4. Special Meetings. Special meetings of Directors may be called by, or at the direction of, the Board Chair or by a majority of the voting Directors then in office, to be held on such date and at such time and place as shall be designated in the notice of meeting and in compliance with government code section 54950, the "Brown Act." The call shall specify the time and place of the meeting and the business to be transacted. If notice is given by facsimile or electronic mail, such notice shall be deemed delivered when the facsimile or electronic mail is transmitted.

Section 5. Notice of Meeting.

- (a) Notice of the date, time, and place of any meetings of the Board of Directors other than special meetings shall be given by written notice delivered personally or sent by mail or e-mail or facsimile to each Director at his or her address, as shown on the records of the corporation. If mailed, such notice shall be deposited in the United States mail at least four (4) days before the date set for the meeting, in a sealed envelope so addressed, with postage thereon prepaid. If notice is given by e-mail or facsimile, such notice shall be sent at least seventy two (72) hours before the time set of the meeting. The business to be transacted at any special meeting of the Board shall be specified in the notice. If and when California Government Code Sections 54950 et. Seq. (the "Brown Act") shall apply to any meeting held by the Foundation, the Foundation shall comply with the requirements of the Brown Act.
- (b) The attendance of a Director at any meeting shall constitute a waiver of notice of such meeting, except where a Director attends a meeting for the express purpose of objecting to the transaction of any business because the meeting is not lawfully called or convened.

Section 6. Open Meetings. All meetings of the Board shall be open and public, and all persons shall be permitted to attend any meeting of the Board, in conformity with the California statutes governing the Foundation, commencing with Section 54950 et. seq. of the government Code. However, the Board may hold closed session during any meeting to consider those matters that may lawfully be considered in such sessions.

Section 7. Quorum and Manner of Acting. A majority of the number of voting Directors authorized by resolution of the Board in accordance with these bylaws shall constitute a quorum of the Board of Directors for the transaction of business, except to adjourn as provided in Section 8 of this Article VII. Every act or decision done or made by a majority of the Directors present at a meeting at which a quorum is present shall be regarded as the act of the Board of Directors. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of a Director, if any action taken is approved by at least a majority of the required quorum for that meeting.

Section 8. Adjourned Meetings. A quorum of the Directors, or in the absence of a quorum, a majority of the Directors present at any Directors meeting, may adjourn the meeting to meet again at a stated date, time and place. Notice of the date, time, place and business to be transacted at such meeting shall be given to any Directors who were not present at the time of the adjournment.

Section 9 Minutes of Meetings and Conduct. Regular minutes of the proceedings of the Board of Directors shall be archived. The Board of Directors may adopt its own rules of procedure insofar as such rules are not inconsistent with, or in conflict with, these Bylaws, the Articles of Incorporation of the Foundation, or with the law.

ARTICLE VII

Officers

Section 1. Officers. The Officers of the Foundation shall be a President/Chairperson, Vice Chair, a Secretary, a Treasurer, and the immediate Past Chairperson. The Foundation, at the discretion of the Board of Directors, may have additional Officers. All Officers shall be voting Directors.

Section 2. Election and Term of Office. Initially, the Officers of the Foundation, other than those serving ex-officio, if any, shall be nominated by the Board Development Committee and shall be elected by the Board of Directors from those nominees. The Board Development Committee, which is composed of at least three (3) members of the Board of Directors, shall be appointed no later than November of each year in order to present the slate of Officer Nominees for review by the Executive Committee in March and the Board of Directors for review and vote in April. All elected Officers begin their official terms at the annual meeting each June. If the election of Officers shall not be held at such meeting, such election shall be held as soon thereafter as may conveniently be scheduled. Vacancies may be filled or new offices created and filled at any meeting of the Board of Directors. Except as provided in the case of Officers appointed under Section 4 of this Article VII herein, each officer shall hold office for a term of one (1) year and until his or her successor shall have been elected, unless he or she shall sooner resign, be removed, or become ineligible to continue to serve in such

capacity. Elected Officers may serve as many successive one (1) year terms as the Board of Directors deems appropriate.

Section 3. Removal and Resignation. Any Officer may be removed from office by a majority of the total number of voting Directors whenever, in their judgment, the best interests of the Foundation would be served thereby. Any elected Officer may resign from office at any time by giving written notice to the Board Chair or the Secretary of the Foundation and unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. Any resignation without prejudice to the rights, if any, of the Foundation under any contract to which the Officer is a party.

Section 4. Vacancies. A vacancy in any office, other than one occupied ex-officio, may be filled by the Board of Directors for the unexpired portion of the term.

Section 5. President/Chairperson. The President/Chairperson shall have such powers and duties as the Board of Directors may prescribe from time to time. Prior to serving as the Chair, the Chairperson shall have served at least one term as an officer and as a member of the Executive Committee. The Executive Committee will appoint the Chairpersons of the standing committees and serve as an ex-officio member of all standing committees of the Board. The Chair shall be responsible for the general oversight and direction. The Chairperson shall preside as Board Chair at all meetings of the members of the Board of Directors and the Executive Committee.

Section 6. Vice Chair. In the absence or disability of the Chairperson, the Vice Chair may perform all the duties of the Chairperson. When so acting, the Vice Chair may have all the powers and duties of the Chairperson. The Vice Chair may also have such other duties as from time to time may be assigned to her or him by the Chair or the Board of Directors. The 1st Vice Chair shall become Chair when the Chairperson's term expires or he/she leaves office.

Section 7. Secretary. The Secretary shall keep or cause to be kept, with the assistance of staff, a book of minutes at the principal office or at such other place as the Board of Directors may order of all meetings of the Directors, with the date, time and place of holding, whether regular or special, and if special, how the authorized notice thereof was given, the notice thereof given, and the names of those present at Directors meetings. The Secretary, with the assistance of staff, shall give or cause to be given notice of all the meetings of the Board of Directors required by these Bylaws or by law to be given. In the case of the Secretary's absence, notice may then be given by the Board Chairperson or the Vice Chair. The Secretary shall oversee all books, correspondence, and papers relating to the business of the Foundation, except those of the Treasurer, and shall join with the Board Chair in the execution on behalf of the Foundation of all contracts, deeds, conveyances and other instruments in writing where authorized by the Board of Directors for the necessary transaction of the business of the Foundation and shall attest the same.

Section 8. Treasurer/Chief Financial Officer. The Treasurer serves on the Finance and Investment Committee. The Treasurer shall report to the Board and the Executive Committee, on the availability and disposition of funds, and on contributions, investments, and expenditures during the reporting period based upon information provided by the Vice Chancellor of Business Services and the Foundation Executive Director. The Treasurer shall ensure full and accurate account of all receipts and disbursements of this organization-which shall be open at all times to the inspection of the Treasurer and the Board of Directors, shall cause to be deposited monies payable to the corporation from any

source whatsoever into such funds in the name of the corporation in such banks or other depositories as shall be selected, and shall make reports of the same to the Board of Directors as it may request. The Treasurer shall have, with the assistance of the Foundation Executive Director and Chancellor of the District or his designee, oversight of all funds of this organization in accordance with written financial policies and procedures and shall cause to be kept the financial records of the funds and assets of the corporation.

ARTICLE VIII

Indemnification of Directors, Officers, and other Agents

Section 1. Right of Indemnity. To the fullest extent permitted by law, the Foundation shall defend and hold harmless its Directors, Officers, employees, and other persons described in Section 5238(a) of the California Corporations Code, including persons formerly occupying any such position against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any proceeding, as that term is used in that Section, and including an action by or in the right of the Foundation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this Bylaw, shall have the same meaning as in Section 5238(a) of the California Corporations Code.

Section 2. Approval of Indemnity. On written request to the Board by any person seeking indemnification under Section 5238(b) or Section 5238(c) of the California Corporation code, the Board shall promptly determine under Section 5238(e) of the California Corporations Code whether the applicable standard of conduct set forth in section 5238(b) or Section 5238(c) has been met and, if so, the Board shall authorize indemnification.

Section 3. Insurance. The Foundation shall purchase and maintain insurance to the full extent permitted by law on behalf of its Officers, Directors, employees, and other agents, against any liability asserted against or incurred by any Officer, Director, employee, or agent in such capacity or arising out of the Officer's, Director's employee's or agent's status as such.

ARTICLE IX

Committees

Section 1. Committees. All committees of the Board of Directors ("Board Committees") shall have members which consist solely of two or more Board members. In addition to Board Committees, the Foundation shall also have Advisory Committees, each consisting of two or more Directors or non-Directors. The Board Committees and Advisory Committees shall be standing or special. All members of committees other than ex officio members of such committees and other than members of the Executive Committee shall be appointed annually by the Board Chair, and shall serve at the pleasure of the Board of Directors. Standing committees shall be an Executive Committee, Board Development Committee, Event Committee, Finance and Investment Committee, and such other standing committees as the Board of Directors may authorize. Of these committees, the Executive Committee, the Finance and Investment Committee, and the Board Development Committee shall be Board Committees and all other committees listed above shall be Advisory Committees. Advisory

committees shall be open to community members, subject to Chair approval. The Executive Director of the Foundation will be an *ex officio* member of all Advisory Committees and the President of the Foundation shall be an *ex officio* member of all Board and Advisory Committees. The Board may delegate to Board Committees any of the authority of the Board except with respect to:

- (a) The filling of vacancies on the Board or on any committee;
- (b) The amendment or repeal of Bylaws or the adoption of any new Bylaws;
- (c) The amendment or repeal of any resolution of the Board which by its express terms is not so amendable or repealable;
- (d) The appointment of other committees of the Board or members thereof;
- (e) The approval of any self-dealing transaction, as such transaction are defined in Section 5233(a) of the California Nonprofit Public Benefit Corporation Law; or
- (f) Any other act which, under California law, the Foundation's Articles or these Bylaws, cannot be delegated to a committee.

Any such Board or Advisory Committee must be created, by resolution adopted by a majority of the Directors then in office, provided a quorum is present. The Chairperson/President of the Foundation shall appoint the Chairs of all Advisory Committees from among the members thereof and in accordance with these Bylaws. The Board may appoint, in the same manner, alternate members of any committee who may replace any absent member at any meeting of the committee. The Board shall have the power to prescribe the manner in which proceedings of any such committee shall be conducted. In the absence of any such prescription, such committee shall have the power to prescribe the manner in which its proceedings shall be conducted. Minutes shall be kept of each meeting of each committee.

Standing committees shall include:

- (a) Executive Committee. The Executive Committee shall have a minimum of three (3) voting Directors as members. It shall be the duty of this Committee to review the nominees for future Directors submitted by the Board Development Committee and to submit such Nominees to the President of the college for approval. The Executive Committee shall have the power to transact regular business of the Foundation Board, other than as prohibited under California law and by these Bylaws. The Executive committee shall review reports provided by the Treasurer of the Foundation and the Finance and Investment Committee.
- (b) Board Development Committee. There shall be a minimum of three (3) voting Directors, appointed by the Board, to serve on the Board Development Committee each year. It shall be the duty of this Committee to submit names, whenever a vacancy occurs, of candidates to be nominated as voting members of the Board of Directors. It is also this committee's duty to submit nominations annually for the election of officers to the Board of Directors and to ensure the election of Officers is conducted prior to the

annual meeting each June. This committee is also responsible for new board member orientation.

- (c) Finance and Investment Committee. The Finance and Investment Committee shall consist of a minimum of three (3) members, one of whom shall be the Treasurer of the Saddleback College Foundation. This Committee shall ensure that written financial policy and procedures are created and revised as necessary, subject to Board Approval, to ensure full and accurate accounting practices are followed. This committee will recommend investment strategies, monitor and report investment income to the Board, assist the Foundation Treasurer and the Executive Director in the development of the annual operational budget recommendation and presentation to the Executive Committee and the Board of Directors for approval, and coordinate as necessary with the planned gifts and Endowments Committee.
- (d) Special Committees. The Chair may appoint special Committees with the approval of the board of Directors for such tasks as circumstances warrant. Such special committees shall limit their activities to the accomplishment of the task for which they are created and appointed, and shall have no power to act except as specifically conferred by action of the Board of Directors. Upon completion of the task for which appointed such special committees stand discharged.

Section 2. Additional Adjunct Boards. The Board may appoint one or more additional Adjunct boards, each consisting of two (2) or more voting Directors or non-Directors. Such Adjunct Boards shall have their membership and function defined by a Resolution of the Board. The President of the College shall appoint the Chairs of all Adjunct Boards. Adjunct Boards shall make recommendation to the Board of Directors through the President of the College; but shall not have the authority of the Board with regard to any matters they may consider. Minutes shall be kept of each meeting of each Adjunct Board.

ARTICLE X

Contracts, Loans, Checks, Deposits, and Gifts

Section 1. Contracts. Subject to any limitation contained in the Master Agreement entered into between District and Foundation, the Board of Directors may authorize any officer or agent of the Foundation, in addition to the Officers so authorized by these Bylaws, to enter in writing into any contract or execute and deliver any instrument in the name of and on behalf of the Foundation, and such authority may be general or confined to specific instances.

Section 2. Loans. The Board of Directors shall not make any loan of money or property to or guarantee the obligation of any Director.

Section 3. Borrowing. No loan shall be contracted on behalf of the Foundation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the Board of Directors.

Section 4. Checks, Drafts, Etc. All checks, drafts, or orders for the payment of money shall be signed by the Saddleback College Foundation Executive Director or authorized designee.

Section 5. Deposits. All funds of the Foundation shall be promptly deposited to the credit of the Foundation in such banks, trust companies, or other depositories as selected by the Vice Chancellor of Business Services of the South Orange County Community College District and the Board of Directors.

Section 6. Gifts, Donations, Bequests, Devises and Trusts. The Board of Directors may at their discretion accept on behalf of the Foundation any contribution, gift, bequest, or devise for the general purposed or for any specific purpose of the Foundation.

Section 7. Specially Funded Grants. Any specially funded grants for research and other projects shall be accepted by the Board of Directors in accordance with policies and procedures established by the Board of Trustees.

ARTICLE XI

Miscellaneous

Section 1. Fiscal Year. The fiscal year of the Foundation shall begin on the first day of July and end on the last day of June in each year.

Section 2. Rules. The Board of Directors may adopt, amend, or repeal rules not inconsistent with these Bylaws for the management of the internal affairs of the Foundation and the governance of its Officers, agents, committees, and employees.

Section 3. Books and Records. The Foundation shall keep correct and complete books and records of account and shall also keep records and minutes of the proceedings of the Board of Directors and committees. Copies of the minutes of the Board of Directors and of the committees shall be regularly distributed to each member of the Board of Directors.

Section 4. Waiver of Notice. Whenever any notices are required to be given under the provisions of the Nonprofit Corporation Act of the State of California, or under the provisions of the Articles of Incorporation of the Foundation, or these Bylaws, a waiver thereof in writing signed by the persons entitled to such notice, whether dated before or after the time stated herein, to the extent permitted by law, shall be deemed equivalent to the giving of such notice.

Section 5. Attorney and Accountant Services. The Board of Directors shall have the benefit of the advice and counsel of at least one attorney admitted to practice law in the State and at least one licensed Certified Public Accountant. Neither the attorney at law nor the certified public accountant shall be member of the Board of Directors.

Section 6. Submission of Annual Program and Budget. The Board of Directors shall submit its program and preliminary budget for the next fiscal year in June of each year and a final annual budget in September of each year to the President of the College for his or her approval. Should the President of the College determine that any program or appropriation planned by the Foundation is not consistent with the policies of the College or the District, the program or appropriation shall not be implemented. Further, should a program or appropriation which had received approval, upon review, be determined by the Board of Trustees to be operating outside of the scope of the policies of the College or the

District, then that program or appropriation shall be discontinued by direction of the President of the College until further review is accomplished and an appropriate adjustment is made.

ARTICLE XII

Annual Report to the South Orange County Community College District

The Board of Directors shall annually furnish to the Board of Trustees of the South Orange County Community College District, a report of this organization's activities and fundraising results during the preceding fiscal year, containing information which will assist the District Trustees in ensuring that this organization's financial affairs are conducted in accordance with district Auxiliary Organization Regulation and state law. This report shall be prepared by the Foundation Executive Director, reviewed by the Executive Committee and approved by the Foundation Board of Directors.

ARTICLE XIII

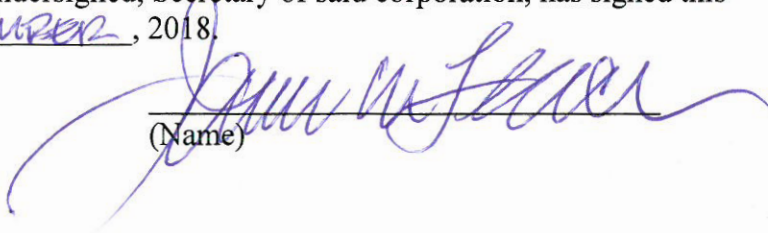
Amendment to Bylaws

These Bylaws may be amended at any regular meeting of the Board of Directors, or at any special meeting called solely for that purpose, only by the vote of a majority of the total number of voting Directors on the Board of Directors, subject to the written approval of the President of the College, providing that the amendment has been submitted in writing at the previous regular meeting, or submitted in writing to the Directors at least thirty (30) days prior to the next regular meeting of the Board of Directors. Amendments are further subject to the approval of the Board of Trustees of the South Orange County Community College District.

CERTIFICATE OF SECRETARY

The undersigned Secretary of the Saddleback College Foundation, a California nonprofit public benefit corporation, does hereby certify that the foregoing Bylaws consisting of 14 pages constitute a true and correct copy of the Bylaws of said organization on the date hereof, which were duly adopted by the Board of Directors of said corporation at a meeting of said Board held on November 29, 2018.

IN WITNESS WHEREOF, the undersigned, Secretary of said corporation, has signed this Certificate this 13TH day of DECEMBER, 2018.


(Name)

APPENDIX B

DISTRICT FACILITIES USED BY FOUNDATION

1. Saddleback College: Building AGB – Rooms 127, 128 and 128A

The District will donate the use of the above facilities to the Foundation pursuant to Education Code section 81440(a).

APPENDIX C

SCHEDULE OF COMMENSURATE RETURN TEMPLATE

20XX/XX Benefits to the Foundation and the District

District contribution to the Foundation

Salaries	\$XXX,XXX
Benefits	\$XXX,XXX
Total	(A) <u>\$XXX,XXX</u>

Tangible/Monetary reimbursement

Cash payments for salaries/benefits for District employees assigned directly to the Foundation	(XXX,XXX)
Foundation payments to/on behalf of College/District	(B) (XXX,XXX)
Other added tangible benefits to the College/District	(C) (XXX,XXX)
Total tangible/monetary reimbursement provided	(E) <u>*\$XXX,XXX</u>

Intangible/Non-monetary reimbursement

Other added intangible benefits from Foundation efforts	(D) (XXX,XXX)
Total intangible/non-monetary reimbursement provided	(F) <u>*\$XXX,XXX</u>

Total Tangible and Intangible Reimbursements	(E+F) \$XXX,XXX
Total District Contribution to the Foundation	(A) (<u>\$XXX,XXX</u>)
Total Remaining Reimbursement Required, if any	
(If this total is positive, the standard has been met)	<u>*\$XXX,XXX</u>

Foundation Payments to/on behalf of the college, District or any other auxiliary organization (Tangible/Monetary)

Department Name	\$XXX,XXX
<i>Detailed description of specific expenditures made by Foundation on behalf of the College</i>	

Department Name	\$XXX,XXX
<i>Detailed description of specific expenditures made by Foundation on behalf of the College</i>	

Department Name	\$XXX,XXX
<i>Detailed description of specific expenditures made by Foundation on behalf of the College</i>	

Department Name	\$XXX,XXX
<i>Detailed description of specific expenditures made by Foundation on behalf of the College</i>	

Total Foundation Payments to/on behalf of the college, District or any other auxiliary organization (Tangible/Monetary)	(B) <u>\$XXX,XXX</u>
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Other Added Benefits Provided to the College/District (Tangible/Monetary)

Scholarships \$XXX,XXX

A large percentage of the temporarily restricted funds raised are used to offer scholarships to students, which have a direct impact on the College community.

In-Kind contributions \$XXX,XXX

Every year a number of in-kind contributions are donated to a variety of programs across campus. This year's in-kind donations include, but are not limited to _____.

Promotional and/or Marketing \$XXX,XXX

Details of promotional and/or marketing material provided by the Foundation on behalf of the College/District..

Total Other Added Benefits Provided To the College/District (Tangible/Monetary) (C) \$XXX,XXX

Other Added Benefits to the District from Foundation Efforts (Intangible/Non-monetary)

Event Name \$XXX,XXX

Details of college specific event and amount of time spent by Foundation personnel supporting the event. Support must be provided using time tracking for each Foundation employee to justify this expense.

In-Kind Services of Board Members \$XXX,XXX

Details of time spent by members of the Foundation Board of Directors. Support must be provided for each Foundation Board member to justify this expense.

Realized Investment Gains \$XXX,XXX

Details of realized gains on endowments and other investments maintained by the Foundation. Support must be provided from prior year's audited financial statements.

Other \$XXX,XXX

Description of any other non-monetary benefits provided to the College community.

Total Other Added Benefits to the District from Foundation Efforts (Intangible/Non-monetary) (D) \$XXX,XXX

* Excess amounts contributed in any fiscal year cannot be rolled forward or backward to other fiscal years to offset amounts owed

MASTER AGREEMENT

BY AND BETWEEN

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

AND

FOUNDATION FOR SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

THIS MASTER AGREEMENT is approved and entered into as of this 19th day of October, 2020, by and between SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, a community college district organized and existing under the constitution and laws of the State of California (the "District"), and the FOUNDATION FOR SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, a nonprofit, public benefit corporation organized and existing under the laws of the State of California (the "Foundation") as an auxiliary organization of South Orange County Community College District.

R E C I T A L S

- A. The District and the Foundation desire to establish the Foundation as an auxiliary organization of the District pursuant to Education Code Sections 72670-72680 et seq. and Sections 59250-59270 et seq. of Title 5 of the California Code of Regulations.
- B. As required by Education Code Section 72670 et seq., the Board of Trustees of the District adopted implementing regulations for auxiliary organizations which require that all auxiliary organizations enter into a written agreement with the District.
- C. The District and the Foundation desire to enter into this Agreement in accordance with the District's implementing regulations.

A G R E E M E N T

NOW, THEREFORE, the parties covenant and agree as follows:

ARTICLE I

FOUNDATION PURPOSES AND FUNCTIONS

Section 1.1. Statement Regarding Use of Foundation. The administration by the Foundation of the functions and activities described in this Agreement, instead of administration by and through the District, is deemed to be more effective in accomplishing such functions and activities than would be possible under usual governmental budgetary, purchasing and other fiscal procedures.

Section 1.2. Foundation Functions. The Foundation will be providing services and performing the function of receiving gifts, bequests and donations for the benefit and advancement of the South Orange County Community College District (the "District"), funding scholarships for current and prospective students at the District and providing public relations programs as described in the Bylaws of the Foundation (the "Bylaws"), which are attached to the Agreement as Appendix A and incorporated by this reference. Other services, programs, functions or activities may be provided if first approved by the Board of Governors of the California Community Colleges and the Board of Trustees of the District.

Section 1.3. Covenant to Maintain Existence. During the term of this Agreement, the Foundation agrees to maintain its existence and to operate in accordance with Education Code Sections 72670-72680 et seq. and with Sections 59250-59270 et seq. of Title 5 of the California Code of Regulations, as well as District policy and the implementing regulations for auxiliary organizations adopted by the District.

ARTICLE II

ANNUAL AUDITS AND PROFESSIONAL SERVICES

Section 2.1. Attorney and Accountant Services. The board of directors of the Foundation shall have the benefit of the advice and counsel of at least one attorney admitted to practice law in California and at least one licensed certified public accountant. Neither the attorney at law nor the certified public accountant need be members of the board of directors of the Foundation. The Foundation may request legal and financial advice from the District on an as needed basis at no cost to the Foundation, except as specified in Section 3.8.

Section 2.2. Annual Audit, Review or Compilation. The board of directors of the Foundation shall cause an annual fiscal audit, review or compilation, of the Foundation, as determined by the officers of the corporation, to be conducted by an independent certified public accountant. This annual audit, review or compilation may be conducted as part of a fiscal audit of the District. Copies of the annual audit, review or compilation report shall be submitted to the Board of Trustees of the District within thirty (30) days after it is received by the Foundation. The Foundation shall annually publish the audited, reviewed or compiled statement of its financial condition. The statement shall be disseminated as widely as feasible and be available to any person on request. A reasonable fee may be charged to cover the costs of providing such copies.

Section 2.3. Annual Budget. The Foundation shall also prepare for the District an annual budget of its revenues and expenses.

Section 2.4. Foundation Records. The Foundation shall keep and maintain records and accounts of its operations, financial status and program expenditures for a period of not less than five (5) years following each budget period. Such records and reports may be maintained in the District office, subject to the terms of Article III of this Agreement. Such records and reports shall cover all activities of the Foundation whether pursuant to this Agreement or otherwise. The District shall have the right to inspect and audit such records and accounts during and/or following the close of any fiscal year following reasonable notification to the Foundation. The

District shall also have the right to take custody of all records generated by the Foundation in any way relating to its administration of the services, programs, functions or activities described in Section 1.2 of Article I of this Agreement. The rights and obligations provided in this Section shall survive the termination of this Agreement.

Section 2.5. Annual Statement of Benefits. The Foundation shall provide the District with an annual statement describing the benefits and services of the Foundation to the District. In addition, each auxiliary organization shall publicly disclose, on an annual basis, the value of services performed by District employees under the direction of the auxiliary organization and a description of the commensurate benefits provided to the District by the auxiliary organization pursuant to Article IV.

ARTICLE III

USE OF DISTRICT FACILITIES

Section 3.1. Use of District Facilities. The Foundation, separately or jointly with the District, may occupy, operate and use District facilities and property as identified in Appendix B to this Agreement which may be amended from time to time, to accomplish the purposes of this Agreement. However, the Foundation's operations under any such amendment shall be integrated with District operations and shall be under the general supervision of District officials. Furthermore, it is understood and agreed that District officers, employees and agents shall have the right to enter any such facilities or any part thereof at any time for the purpose of examination or supervision. A description of facilities to be used by the Foundation is set forth in Appendix B to this Agreement. The Foundation's use of District facilities does not establish a landlord/tenant relationship between the District and the Foundation, unless such a relationship is otherwise established by a separate written agreement entered into between the District and the Foundation.

Section 3.2. Provision of District Services. The District may provide printing, duplicating, mailing, postage, and joint publications; marketing and communications assistance; technology assistance; assistance to foundation staff on an as needed basis; visible and accessible office facilities and their maintenance; telephone, internet and related technical support; use of district name and logotype.

Section 3.3. Charge or Rental. Appendix B shall set forth the charge or rental to be paid to the District by the Foundation for the use of such facilities or property. Such charge or rental may be for less than fair rental value to the extent permitted by Section 81440(b) of the Education Code.

Section 3.4. Use of Facilities. The Foundation shall use the facilities and property of the District pursuant to Appendix B only for those services and functions that are consistent with this Agreement and consistent with the policies, rules and regulations which have been or may be adopted by the Board of Trustees of the District.

Section 3.5. District Right to Terminate. The right to use any of the District facilities or property granted in Appendix B shall cease upon written notice by the District that the facilities or property are needed for the exclusive use of the District. A minimum of 180 days' notice must be provided.

Section 3.6. Maintenance and Operating Expenses. The Foundation agrees that it shall keep and maintain all such facilities and property in a clean and orderly condition and shall, at its own expense, at reasonably frequent intervals and in a lawful manner, dispose of all waste from such facilities and property. The Foundation further agrees that it shall keep all such facilities and property in good repair.

Section 3.7. Third Party Agreements by Foundation. The Foundation shall not enter into any contract that would obligate the District, its facilities, equipment or personnel, without the prior written approval of the District. The Foundation has no authority to bind the District, by contract or otherwise, in any amount.

Section 3.8. Indemnification. The Foundation agrees to indemnify, defend and hold harmless the District, its officers, agents, and employees from/any and all loss, damage or liability that may be suffered or incurred by the District, its officers, agents and employees, which is caused by, arising out of or in any way connected with the negligent or intentionally wrongful acts or omissions of the Foundation associated with the Foundation's use of District facilities under this Agreement at the Foundation's own cost.

The District agrees to indemnify, defend and hold harmless the Foundation, its officers, agents, and employees from any and all loss, damage or liability that may be suffered or incurred by the Foundation, its officers, agents and employees, which is caused by, arising out of or in any way connected with the negligent or intentionally wrongful acts or omissions of the District associated with the Foundation's use of District facilities under this Agreement

Section 3.9. Signs, Fixtures and Equipment. During the term of this Agreement, the Foundation shall have the right to erect, place and attach fixtures, signs and equipment in or upon facilities as authorized by the Chancellor of the District in writing as to number, size and location. Fixtures, signs or equipment so erected, placed or attached by the Foundation shall be and remain the properties of the Foundation and shall be removed therefrom by the Foundation upon the termination of this Agreement or written direction of the Chancellor of the District.

Section 3.10. Restoration. Upon termination of this Agreement, the District shall have the option to require the Foundation, at the Foundation's expense and risk, to restore all such facilities as nearly as possible to the condition existing prior to the execution of this Agreement; provided, however, that if the Foundation shall fail to do so within ninety (90) days after the District exercises such option, the District may restore the property at the expense of the Foundation; and all costs and expenses of such restoration shall be paid by the Foundation upon demand of the District. The District shall have the right to exercise this option within thirty (30) days after the expiration of this Agreement, but not thereafter.

Section 3.11. Survival of Rights. The rights and obligations provided in this Article shall survive the termination of this Agreement.

ARTICLE IV

REIMBURSEMENT OF DISTRICT COSTS

Section 4.1. Reimbursement for District Expenditures. Annually, utilizing the Schedule of Commensurate Return (Appendix C), the Foundation shall document the value of the services provided by District employees assigned directly to the Foundation. The amount of these services shall be covered by the Foundation utilizing both tangible and intangible benefits provided by the Foundation.

Tangible benefits are defined as any outlay of expenditure by the Foundation for any of the following:

- Financial support to the college, District, or any other auxiliary organization of the District
- Reimbursement of any portion of the salaries and benefits for the District employees assigned directly to the Foundation
- Student scholarships
- Contributions to athletic, student support, and/or instructional programs
- Promotional and/or marketing materials prepared by the Foundation

Intangible benefits are defined as any of the following:

- Time spent by the District employees assigned to the Foundation to organize and/or run college and/or District events
- In-kind services of Foundation board members
- Realized gains of endowments and other investments maintained by the Foundation

Section 4.2. Indirect Costs Relating to Federal Programs. If the Foundation administers a federally-sponsored program, it shall reimburse the District for indirect costs associated with the performance of services by District for the Foundation relating to the federally-sponsored project. Such reimbursement shall take into consideration the District's federal indirect cost rate and the approved indirect cost allocation, if any, of the federal program award. In the event that the District's federal indirect cost rate has not been determined, the District's Vice Chancellor of Business Services shall determine and specify such costs and the amount thereof. All such reimbursements shall be made by the Foundation within thirty (30) days of receipt of an invoice with a determination of such costs.

ARTICLE V

DISPOSITION OF FOUNDATION ASSETS

Section 5.1. Approval of Expenditures. The board of directors of the Foundation shall approve or ratify all expenditures and fund appropriations of the Foundation. Appropriations of

funds for use outside the normal business operations of the Foundation shall be approved in accordance with policy and further consistent regulations adopted by the Chancellor of the District.

Section 5.2. Expenditures for Public Relations. With respect to expenditures for public relations or other purposes which would serve to augment District appropriations for the operation of the District, the Foundation may expend funds in such amount and for such purposes as are approved by the board of directors of the Foundation. Prior to the expenditure of such funds, the board of directors of the Foundation shall file with the Chancellor a statement of the Foundation's policy on accumulation and use of public relations funds. The statement shall include the policy and procedure on solicitation of funds, source of funds, purposes for which the funds will be used, allowable expenditures and procedures of control.

Section 5.3. Disposition of Net Earnings. Net earnings derived from the operations of the Foundation shall be used solely to benefit the District and its students or used for reserves as established by the board of directors of the Foundation.

Section 5.4. Disposition of Assets Upon Dissolution. Upon dissolution of the Foundation or the cessation of its operations under this Agreement, its assets remaining after payment, or provisions for payment, of all debts and liabilities shall either be transferred to the District or expended for the benefit of the District.

ARTICLE VI

MISCELLANEOUS

Section 6.1. Term of Agreement. The term of this Agreement shall be five (5) years beginning on the first day of the month after recognition, unless sooner terminated as herein provided; provided, however, that this Agreement shall be renewed automatically for subsequent annual periods, unless either party notifies the other party in writing not later than sixty (60) days prior to any renewal date of its intention not to renew. In any event of termination, the provisions of Section 5.4 of Article V of this Agreement (concerning the distribution of assets upon dissolution) shall survive such termination. This agreement will be reviewed every five (5) years to ensure any changes made to governing regulations are properly incorporated.

Section 6.2. Termination. Either party may terminate this Agreement on sixty (60) days written notice to the other party if the party to whom such notice is given is in material breach of this Agreement. The party claiming the right to terminate hereunder shall set forth in such notice the facts underlying its claim that the other party is in breach of this Agreement. Remedy of such breach within thirty (30) days of the receipt of such notice shall prevent the termination of the Agreement.

Section 6.3. Termination in Event of Foundation's Loss of Good Standing. If and when the Chancellor or other designee of the District has reason to believe that the Foundation should be removed from the District's list of auxiliary organizations which are in good standing (the "Good Standing List"), that person shall give the Foundation's board of directors reasonable notice that a conference will be held to determine whether grounds for removal of the Foundation from the Good Standing List do in fact exist. Representatives of the Foundation's board of

directors shall be entitled to be present at such conference and to be heard. Based upon such conference, the Chancellor or such other District designee shall recommend to the District Board of Trustees whether the Foundation should be removed from the Good Standing List, after which the District Board of Trustees, in its sole discretion, may remove the Foundation from said Good Standing List. Notwithstanding the terms of section 6.2, above, this Agreement shall immediately terminate on the Foundation's removal from the Good Standing List.

Section 6.4. Effects of Termination. Upon termination of this Agreement, neither party shall have any further obligation hereunder except for (1) obligations occurring prior to the date of such termination; and (2) obligations, promises, or covenants contained herein which expressly extend beyond the term of this Agreement, including but not limited to those set forth in this Section. Upon termination or expiration of this Agreement, the Foundation shall within thirty (30) days of such termination or expiration (1) vacate any District facilities and/or real property the Foundation is occupying; (2) return all District equipment and supplies to the District; (3) transfer all documents and records in its possession relating to its administration of the services, programs, functions or activities described in Section 1.2 of Article I of this Agreement to the District; and (4) perform all other obligations required of the Foundation under the terms of this Agreement.

Section 6.5. Non-Assignability; Amendment. This Agreement, either in whole or in part, is not assignable by the Foundation. This Agreement may not be altered or modified except by a writing signed by the parties.

Section 6.6 Insurance. For its day-to-day activities, the Foundation shall be included within the District's insurance policies. When special events are sponsored by the Foundation, special insurance coverage may be required by the District and paid by the Foundation.

Section 6.7. Notices. Any notice, request, information or other document to be given hereunder to any party by any other party shall be in writing and shall be deemed given and served upon delivery, if delivered personally, or three (3) days after mailing if sent by certified mail, postage prepaid, as follows:

If to District:

South Orange County Community
College District
28000 Marguerite Parkway
Mission Viejo, California, 92692
Attn: Chancellor

If to Foundation:

Foundation for South Orange County Community
College District
28000 Marguerite Parkway
Mission Viejo, California 92692
Attn: Foundation President

With a copy to:

South Orange County Community
College District
28000 Marguerite Parkway
Mission Viejo, California, 92692
Attn: Vice Chancellor, Business
Services

With a copy to:

Foundation for South Orange County Community
College District
28000 Marguerite Parkway
Mission Viejo, California 92692
Attn: Foundation Secretary

Any party may change the address or persons to which notices are to be sent to it by giving the written notice that such change of address or persons to the other parties in the manner provided for giving notice.

Section 6.8. Headings. The titles and headings of the various sections of this Agreement are intended solely for convenience of reference and are not intended to explain, modify or place any construction on any of the provisions of this Agreement.

Section 6.9. No Waiver. A party's failure to insist on the strict performance of any covenant or duty required by this Agreement, or to pursue any remedy under this Agreement, shall not constitute a waiver of the breach or the remedy.

Section 6.10. Governing Law. The Agreement shall be governed by and construed according to the laws of the State of California.

Section 6.11. New Legislation. If, during the term of this agreement, new legislation is adopted by the California Legislature that affects the operation and function of the Foundation for the South Orange County Community College District, the District and the Foundation agree to abide by the new changes until an amendment to the agreement can be executed.

Section 6.12. Prior Agreements. This Agreement replaces and supersedes all prior agreements between the District and the Foundation.

Section 6.13. Amendment. This agreement may be amended only by written agreement signed by the parties.

IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto as of the date set forth above.

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE
DISTRICT

By: Chancellor

FOUNDATION FOR SOUTH ORANGE
COUNTY COMMUNITY COLLEGE DISTRICT

By: Foundation President



8/31/20

APPENDIX A

See Attached Bylaws

BYLAWS
OF
FOUNDATION FOR
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
A California Nonprofit Public Benefit Corporation

ARTICLE I
NAME AND OFFICES

Section 1. Name. The name of this corporation is the Foundation for South Orange County Community College District (the "Foundation"). It exists as an auxiliary organization of the South Orange County Community College District.

Section 2. Principal Office. The principal office for the transaction of the activities and affairs of the corporation is located at 28000 Marguerite Parkway, Mission Viejo, California. The board of directors may change the location of the principal office of the corporation to any place within the State of California.

Section 3. Other Offices. The board of directors may at any time establish branch or subordinate offices at any place the corporation is qualified to conduct its activities.

ARTICLE II
PURPOSES AND LIMITATIONS

Section 1. General Purposes. This corporation is a nonprofit public benefit corporation organized under the Nonprofit Public Benefit Corporation Law for public or charitable purposes. This corporation is not organized for the private gain of any person. The Foundation shall at all times be operated consistent with the policies of the South Orange County Community College District.

Section 2. Specific Purposes. Within the context of the general purposes stated above, this corporation is organized and at all times hereafter shall be operated exclusively to benefit the South Orange County Community College District (the "District"), its students and the community of which it is a part, in the following manner:

- (a) Serve as a vehicle for encouraging and receiving private supplemental funds to support programs and activities at the District and its colleges.

- (b) Participate in the organization and definition of fundraising activities and development of resources to benefit the District and its colleges;
- (c) Conduct periodic campaigns for gifts and contributions and receive gifts, bequests and donations to distribute or invest such funds for the benefit and advancement of the District and its colleges;
- (d) Solicit and provide scholarships for deserving students at the District colleges;
- (e) Assist the District colleges by providing funds for capital improvements;
- (f) Assist in building and maintaining a positive image of the District and its colleges by
 - (i) serving as "ambassadors of good will" for the District; and
 - (ii) sponsoring activities which allow for special recognition of deserving students, faculty and staff.
- (g) Otherwise assisting and supporting the District in the attainment of education, cultural and scientific goals.

This corporation shall be operated in connection with the District as specified in Internal Revenue Code section 509(a)(3).

Section 3. Limitations.

- (a) This corporation is organized and operated exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law. Notwithstanding any other provision of these bylaws, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation, and the corporation shall not carry on any other activities not permitted to be carried on (a) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code of 1986 or the corresponding provision of any future United States internal revenue law, or (b) by a corporation, contributions to which are deductible under Sections 170(c)(2), 2055(a)(2) and 2522(a)(2) of the Internal Revenue Code of 1986 or the corresponding provisions of any future United States internal revenue law.
- (b) No substantial part of the activities of this corporation shall consist of lobbying or propaganda or otherwise attempting to influence legislation, except as provided in Section 501(h) of the Internal Revenue Code of 1986, and the corporation shall not participate or intervene (including publishing or distributing statements) in any political campaign on behalf of or in opposition to any candidate for public office except as provided in such Section 501(h).

- (c) The property of this corporation is irrevocably dedicated to the purposes set forth above. No part of the earnings of this corporation shall ever inure to the benefit of any directors or officers of this corporation or to the benefit of any private person.
- (d) Upon the dissolution and winding up of the corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this corporation shall be distributed to the South Orange County Community College District, which is an organization described in Internal Revenue Code section 170(b)(1)(A) or 501(c)(3). If the District shall cease to be an organization described in Internal Revenue Code section 170(b)(1)(A) or 501(c)(3), the directors of this corporation shall designate a publicly supported educational or charitable organization as described in Internal Revenue Code sections 170(b)(1)(A) or 501(c)(3), in substitution for the District, for purposes of the articles of incorporation and these bylaws.

ARTICLE III

MEMBERSHIP

Section 1. Corporation without Members. The corporation shall have no members.

ARTICLE IV

BOARD OF DIRECTORS

Section 1. Number of Directors. The authorized number of Directors shall be five (5) until changed by an amendment of these bylaws. The authorized board members shall include: five (5) ex-officio directors who shall be (i) the District Vice Chancellor for Business Services, (ii) the District Vice Chancellor for Human Resources, (iii) the District Vice Chancellor for Technology and Learning Services, (iv) the District Executive Director, Fiscal Services/Comptroller; and (v) the District Executive Director, Public-Private Partnership Development.

Section 2. General Powers.

- (a) (General Powers. Subject to the provisions of the California Nonprofit Public Benefit Corporation Law and subject to any limitations in the articles of incorporation and these bylaws, the corporation's activities and affairs shall be managed and all corporate powers shall be exercised by or under the direction of the board of directors. The board may delegate the management of the activities of the corporation to any person or persons, management company, or committee however composed, provided that the activities and affairs of the corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the board.

- (b) Specified Powers. Without prejudice to such general powers, but subject to the same limitations, the board of directors shall have the power and authority to:
- (1) Except as otherwise provided in these bylaws, approve any action which would otherwise be required to be approved by members if this corporation had members.
 - (2) Appoint and remove all officers, agents, and employees of the corporation; prescribe such powers and duties for them as may not be inconsistent with law, with the articles of incorporation or with these bylaws; fix their compensation; and require from them security for faithful service.
 - (3) Change the principal executive office or the principal business office in California from one location to another; cause the corporation to be qualified to do business in any other state, territory, dependency, or foreign country; and conduct business within or outside California.
 - (4) Adopt, make and use a corporate seal and alter the form of such seal.
 - (5) Borrow money and incur indebtedness on behalf of the corporation and cause to be executed and delivered for the corporation's purposes and in the corporate name, promissory notes, bonds, debentures, deeds of trust, mortgages, pledges, hypothecations, or other evidences of debt and securities for such consideration; provided, however, that no loan shall be contracted on behalf of the corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the board of directors.

Section 3. Term of Office. All of the Directors of the corporation shall serve two (2) year terms, and may, if reappointed, serve consecutive terms.

Section 4. Election of Directors. Each director shall hold office for their full term of office as set forth in Section 3 of this Article and until a successor has been elected or appointed and qualified unless he or she has resigned or been removed or his or her office has been declared vacant in the manner provided in these bylaws.

Section 5. Voting. Each member of the board of directors shall have one vote. There shall be no proxy voting permitted for the transaction of any of the business of this corporation.

Section 6. Resignation of Directors. Except as provided below, any director may resign from the board at any time by giving written notice to the president, secretary or chief financial officer of the corporation and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective. Notwithstanding the above, except on notice to the California Attorney General, no director may resign if the corporation would be left without a duly elected director or directors.

Section 7. Removal of Directors. A director may be removed from office without cause by a majority vote of the total number of voting directors then in office.

Section 8. Restriction on Interested Persons as Directors. Notwithstanding any other provision of this Article IV, no more than forty-nine percent (49%) of the persons serving on the board may be interested persons. An interested person is (a) any person compensated by the corporation for services rendered to it within the previous 12 months, whether as a full-time or part-time employee, independent contractor, or otherwise, excluding any reasonable compensation paid to a director as director; and (b) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, or father-in-law of such person. However, any violation of the provisions of this paragraph shall not affect the validity or enforceability of any transaction entered into by the corporation.

Section 9. Compensation of Directors. Directors may not receive compensation for their services as directors, but may receive such reimbursement of expenses as may be fixed or determined by resolution of the board of directors.

Section 10. Inspection by Directors. Each director shall have the right at any reasonable time to inspect all books, records, and documents of every kind and the physical properties of the corporation for a purpose reasonably related to such person's interest as a director. The right of inspection includes the right to copy and make extracts of documents.

Section 11. Vacancies. A vacancy in a director position because of removal, death, resignation or otherwise shall be filled in the same manner as the former occupant of the position was selected. Notwithstanding the foregoing, if the former occupant of the position was elected by approval of the board of directors and the number of directors then in office is less than a quorum, the vacancy may be filled by (a) the unanimous written consent of the directors then in office, (b) the affirmative vote of a majority of the directors then in office at a meeting held according to notice or waivers of notice in accordance with Section 5211 of the Nonprofit Public Benefit Corporation Law, or (c) a sole remaining director. Any person designated to fill a vacancy on the board of directors shall hold office for the unexpired term of his or her predecessor in office, subject to the power of removal contained herein.

Section 12. Attendance at Meetings. Directors shall be expected to attend all Board meetings. After three (3) consecutive unexcused absences, the Board Chair shall notify the Executive Committee of excessive absences. The Executive Committee shall recommend appropriate action on a case-by-case basis, which action may be taken by the Board in its discretion, under terms consistent with these bylaws.

ARTICLE V

MEETINGS OF THE BOARD OF DIRECTORS

Section 1. Place of Meetings. Meetings of the board of directors shall be held at any place within this State which has been designated from time to time by resolution of the board. In the absence of such designation, meetings shall be held at the principal office of this corporation.

Section 2. Annual Meeting. The board of directors shall hold an annual meeting, at such time as shall be fixed by the board of directors, for the purpose of organization, election of officers and transaction of other business.

Section 3. Regular Meeting. Regular meetings of the Board of Directors shall be held quarterly, at a place, date and time designated by the Chairman. Notice of the time and place of meeting shall be emailed to each director not less than seventy-two (72) hours before the date of such meeting at his/her last known email address. Such notices may be waived by any director.

All the regular meetings of the board, and meetings of standing board committees shall be open and public, and all persons shall be permitted to attend these meetings; provided, however, that the board may hold closed sessions during any meeting to consider those matters that may lawfully be considered in such sessions under Chapter 9 (commencing with § 54950) of Part 1 of Division 2 of Title 5 of the Government Code, known as the "Ralph M. Brown Act." Ad hoc meetings that do not result in commitments, decisions or recommendations to the Board of Directors are not subject to the "Ralph M. Brown Act."

Section 4. Special Meetings. Special meetings of the board of directors for any purpose or purposes may be called at any time the chairperson of the board, if any, the president, any vice president, the secretary, or any two directors, to be held at such time and place as shall be designated in the notice of meeting.

Section 5. Notice of Meeting. Notice of the time and place of special meetings of the board of directors shall be given by written notice delivered personally or sent by mail or e-mail or facsimile to each director at his or her address as shown on the records of the corporation. If mailed, such notice shall be deposited in the United States mail at least four (4) days before the date set for the meeting, in a sealed envelope so addressed, with postage thereon prepaid. If notice is given by e-mail or facsimile, such notice shall be sent at least forty-eight (48) hours before the time set for the meeting. The business to be transacted at any special meeting of the board shall be specified in the notice. If and when California Government Code sections 54950 et. seq. (the "Brown Act") shall apply to any meeting held by the Foundation, the Foundation shall comply with the requirements of the Brown Act.

Section 6. Quorum and Manner of Acting. A majority of the total number of directors in office shall constitute a quorum of the board of directors for the transaction of business. Every act or decision done or made by a majority of the directors present at a meeting at which a quorum is present shall be regarded as the act of the board of directors, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitation, those provisions relating to (a) approval of contracts or transactions in which a director has a direct or indirect material financial interest, (b) approval of certain transactions between corporations having common directorships, (c) creation of and appointments to committees of the Board, and (d) indemnification of directors. A meeting at which a quorum is initially present may continue to transact business notwithstanding the withdrawal of a director or directors, if any action taken is approved by at least a majority of the required quorum for that meeting.

Section 7. Adjournment and Notice of Adjourned Meeting. Notwithstanding Section 6, above, a majority of the directors present, whether or not a quorum is present, may adjourn any meeting to another time and place. Notice of the time and place of holding an adjourned meeting need not be given unless the original meeting is adjourned for more than 24 hours. If the original meeting is adjourned for more than 24 hours, notice of any adjournment to another time and place shall be given, before the time of the adjourned meeting, to the directors who were not present at the time of the adjournment.

Section 8. Minutes of Meetings and Conduct. Regular minutes of the proceedings of the board of directors shall be kept in a book provided for that purpose. The board of directors may adopt its own rules of procedure insofar as such rules are not inconsistent with, or in conflict with, these bylaws, the articles of incorporation of the corporation or with the law.

Section 9. Brown Act. Board meetings shall be conducted in accordance with the Ralph M. Brown Act, commencing at section 54950 et. seq. of the Government Code.

Section 10. Conflict of Interest. No member of the Board shall be financially interested in any contract or other transaction entered into by the Board that is not in accordance with the conflict of interest provisions set forth in Education Code Sections 72670-72682. The following relationships are specifically deemed not permissible:

- (a) Any contract, other than an employment contract, directly between the Foundation and a Board member.
- (b) Any contract between the Foundation and a partnership or unincorporated association in which a Board member is a partner, or owner, or holder, directly or indirectly, or a proprietorship interest.
- (c) Any contract between the Foundation and a for-profit corporation in which a Board member is the owner or holder, directly or indirectly, of five percent (5%) or more of the outstanding common stock.
- (d) Any contract in which a Board member is interested, and without first disclosing such interest to the Board at a public meeting, influences or attempts to influence one or more Board to enter into the contract.

ARTICLE VI

OFFICERS

Section 1. Officers. The officers of the corporation shall be a president, a secretary and a chief financial officer. The President shall be the Vice Chancellor, Business Services of the District and shall hold his/her office as an ex-officio of the District. The Secretary shall be the Executive Director, Public-Private Partnership Development and shall hold his/her office as an ex-officio of the District. The Chief Financial Officer shall be the Executive Director, Fiscal Services/Comptroller and shall hold his/her office as an ex-officio of the District. The corporation may also have, at the discretion of the board of directors, a chairperson of the board, one or more vice presidents, one or more assistant secretaries, one or more assistant chief financial officers, and such other officers as may be appointed in accordance with the provisions of Section 3 of this Article VI. Any two or more offices may be held by the same person, except that neither the secretary nor the chief financial officer may serve concurrently as either the president or the chairperson of the board.

Section 2. Election. The officers of the corporation, except for any ex-officio officers and such officers as may be appointed in accordance with the provisions of Section 3 of this Article, shall be elected by the board of directors, and each shall serve for a one (1) year term at the pleasure of the board, subject to the rights, if any, of an officer under any contract of employment.

Section 3. Other Officers. The board of directors may appoint and may authorize the president or other officers to appoint such other officers as the business of the corporation may require, including an executive director to manage the day-to-day actions of the corporation. Each officer so appointed shall hold office for such period and have such authority and perform such duties as are provided in these bylaws or as the board of directors may from time to time determine.

Section 4. Removal of Officers. Any officer appointed by the board of directors may be removed at any time, with or without cause or notice, by the board of directors. Subordinate officers appointed by persons other than the Board under Section 3 of this Article VI may be removed at any time, with or without cause or notice, by the board of directors or by the officer by whom appointed. Officers may be employed for a specified term under a contract of employment if authorized by the board of directors; such officers may be removed from office at any time under this section and shall have no claim against the corporation or individual officers or board members because of the removal except any right to monetary compensation to which the officer may be entitled under the contract of employment.

Section 5. Resignation of Officers. Any officer may resign at any time by giving written notice to the corporation. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified in such notice; and, unless otherwise specified in such notice, the acceptance of such resignation shall not be necessary to make it effective. Any such resignation is without prejudice to the rights, if any, of the corporation under any contract to which the officer is a party.

Section 6. Vacancies in Office. A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the manner prescribed in these bylaws for regular appointments to such office.

Section 7. Responsibilities of Officers.

- (a) Chairperson of the Board. The chairperson of the board, if such an officer be elected, shall, if present, preside at all meetings of the board of directors and exercise and perform such other powers and duties as may be from time to time assigned to him or her by the board of directors or prescribed by the bylaws. If there is no president, the chairperson of the board shall in addition be the chief executive officer of the corporation and shall have the powers and duties of the president as prescribed in these bylaws.
- (b) President/Chief Executive Officer. Subject to such supervisory powers, if any, as may be given by the board of directors to the chairperson of the board, if there be such an officer, the president shall be the chief executive officer of the corporation and shall, subject to the control of the board of directors, have general supervision, direction and control of the activities and the officers of the corporation. He or she shall preside, in the absence of the chairperson of the board or if there be none, at all meetings of the board of directors. He or she shall have the general powers and duties of management usually vested in the office of president of a corporation, and shall have such other powers and duties as may be prescribed by the board of directors or these bylaws.
- (c) Vice President. In the absence or disability of the president, the vice presidents, if any, in order of their rank as fixed by the board of directors or, if not ranked, a vice president designated by the board of directors, shall perform all the duties of the president. When so acting, a vice president shall have all the powers of, and be subject to all the restrictions upon, the president. The vice presidents shall have such other powers and perform such other duties as from time to time may be prescribed for them respectively by the board of directors or the bylaws, the president or the chairperson of the board.
- (d) Secretary.
 - (1) Minutes. The secretary shall keep or cause to be kept, at the principal executive office or such other place as the board of directors may order, a book of minutes of all meetings, proceedings and actions of directors and committees of directors. The minutes of each meeting shall state the time and place the meeting was held; whether it was annual, regular or special; if special, how it was called or authorized; the names of those present at board and committee meetings; and an accurate account of the proceedings. If the secretary is unable to be present, the secretary or the presiding officer of the meeting shall designate another person to take the

minutes of the meeting. The secretary shall keep or cause to be kept, at the principal office in California, a copy of the articles of incorporation and bylaws, as amended to date.

- (2) Notices, Seal, and Other Duties. The secretary shall give, or cause to be given, notice of all meetings of the members, the board of directors and committees of the board of directors required by these bylaws to be given. In case of the absence or disability of the secretary, or his or her refusal or neglect to act, such notices may be provided by the president, or by the vice president, if any, or by any person authorized by the president or by any vice president, or by the board of directors. The secretary shall keep the corporate seal, if any, in safe custody and shall have such other powers and perform such other duties as the board or the bylaws may prescribe.

(e) Chief Financial Officer.

- (1) Books of Account. The chief financial officer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of account of the properties and transactions of the corporation. The chief financial officer shall send or cause to be given to the directors such financial statements and reports as are required to be given by law, by these bylaws or by the board. The books of account shall at all reasonable times be open to inspection by any director.
- (2) Deposit and Disbursement of Money. The chief financial officer shall deposit, or cause to be deposited, all moneys and other valuables in the name and to the credit of the corporation with such depositories as may be designated by the board of directors. He or she shall disburse the funds of the corporation as may be ordered by the board of directors, shall render to the president and directors, whenever they request it, an account of all of his transactions as chief financial officer and of the financial condition of the corporation, and shall have other powers and perform such other duties as may be prescribed by the board of directors or the bylaws. If so required by the board of directors, the chief financial officer shall give a bond for the faithful discharge of his or her duties in such sum and with such surety as the board of directors shall deem appropriate. The chief financial officer shall submit such annual reports to the board of directors as required by law or as directed by the board of directors.

ARTICLE VII

INDEMNIFICATION OF DIRECTORS, OFFICERS AND OTHER AGENTS

Section 1. Right of Indemnity. To the fullest extent permitted by law, the corporation shall indemnify its directors, officers, employees, and other persons described in Section 5238(a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that Section, and including an action by or in the right of the corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in these bylaws, shall have the same meaning as in Section 5238(a) of the California Corporations Code.

Section 2. Approval of Indemnity. On written request to the board by any person seeking indemnification under Section 5238(b) or Section 5238(c) of the California Corporations Code, the board shall promptly determine under Section 5238(e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 5238(b) or Section 5238(c) has been met and, if so, the board shall authorize indemnification.

Section 3. Advancement of Expenses. To the fullest extent permitted by law and except as otherwise determined by the board in a specific instance, expenses incurred by a person seeking indemnification under these bylaws in defending any proceeding covered by those Sections shall be advanced by the corporation before final disposition of the proceeding, on receipt by the corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the corporation for those expenses.

Section 4. Insurance. The board shall have the right to authorize and direct the officers of the corporation to cause the corporation to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's employee's or agent's status as such.

ARTICLE VIII

RECORDS AND REPORTS

Section 1. Maintenance of Corporate Records. The board shall cause the appropriate officers of the corporation to keep:

- (a) Adequate and correct books and records of account;
- (b) Written minutes of the proceedings of the board and committees of the board; and
- (c) A record of each director's name and address.

Section 2. Maintenance and Inspection of Articles and Bylaws. The secretary shall keep at the corporation's principal office the original or a copy of the articles of incorporation and bylaws as amended to date.

Section 3. Annual Report. The board shall cause an annual report to be sent to directors within 120 days after the end of the corporation's fiscal year. That report shall contain the following information, in appropriate detail, for the fiscal year:

- (a) The assets and liabilities, including the trust funds, of the corporation as of the end of the fiscal year;
- (b) The principal changes in assets and liabilities, including trust funds;
- (c) The revenue or receipts of the corporation, both unrestricted and restricted to particular purposes;
- (d) The expenses or disbursements of the corporation for both general and restricted purposes; and
- (e) Any other information required by these bylaws.
- (f) If the income statements and balance sheets referred to in this section have not been audited, they shall be accompanied by the report of any independent accountants engaged by the corporation or the certificate of an authorized officer of the corporation that such financial statements were prepared without audit from the books and records of the corporation.
- (g) This requirement of an annual report shall not apply if the corporation receives less than \$25,000 in gross receipts during the fiscal year, provided, however, that the information specified above for inclusion in an annual report must be furnished to any director who requests it in writing.

Section 4. Annual Statement of Certain Transactions and Indemnifications. As part of the annual report to all directors, or as a separate document if no annual report is issued, the board shall cause to be annually prepared and mailed or delivered to each director a statement of any transaction or indemnification of the following kind within 120 days after the end of the corporation's fiscal year:

- (a) Any transaction
 - i. in which the corporation or its parent or subsidiary was a party,
 - ii. in which an "interested person" has a direct or indirect material financial interest, and
 - iii. which involved more than \$50,000, or was one of a number of transactions with the same interested person involving, in the aggregate, more than \$50,000.

- (b) Any indemnifications or advances aggregating more than \$10,000 paid during the fiscal year to any officer or director of the corporation under Article VII of these bylaws, unless that indemnification has already been approved by the directors under Section 5238(e) of the California Corporations Code.
- (c) For this purpose, an "interested person" is any director or officer of the corporation, its parent or its subsidiary. The statement shall include a brief description of the transaction, the names of interested persons involved, their relationship to the corporation, the nature of their interest in the transaction and, if practicable, the amount of that interest; provided that if the transaction was with a partnership in which the interested person is a partner, only the interest of the partnership need be stated.

ARTICLE IX

GENERAL CORPORATE MATTERS

Section 1. Checks, Drafts, and Evidences of Indebtedness. All checks, drafts or other orders for payment of money, notes or other evidences of indebtedness issued in the name of or payable to the corporation shall be signed or endorsed by the chief financial officer and the president, or such other officers of the corporation, and in such manner, as shall be determined by resolution of the board of directors.

Section 2. Contracts. The board of directors, except as the bylaws otherwise provided, may authorize any officer or officers or agent or agents to enter into any contract or execute any instrument in the name of and on behalf of the corporation. Such authority may be general or confined to one or more specific matters. Unless so authorized or ratified by the board of directors or within the agency power of an officer, no officer, agent or employee shall have any power or authority to bind the corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or in any amount.

Section 3. Loans and Borrowing. The board of directors shall not cause the corporation to make any loan of money or property to or guarantee the obligation of any director or officer unless approved by the Attorney General. No loan shall be contracted on behalf of the corporation and no evidence of indebtedness shall be issued in its name unless authorized by a resolution of the board of directors.

Section 4. Deposits. All funds of the corporation shall be deposited from time to time to the credit of the corporation in such banks, trust companies, or other depositories as the board of directors may select.

Section 5. Gifts. The board of directors may at their discretion accept on behalf of the corporation any contribution, gift, bequest, or devise for the general purposes or for any specific purpose of the corporation.

ARTICLE X

MISCELLANEOUS

Section 1. Fiscal Year. The fiscal year of the corporation shall end on the last day of June in each year unless otherwise determined by resolution of the board of directors.

Section 2. Rules. The board of directors may adopt, amend, or repeal rules not inconsistent with these bylaws for the management of the internal affairs of the corporation and the governance of its officers, agents, committees, and employees.

Section 3. Corporate Seal. The board of directors may provide a corporate seal, which shall be in the form of a circle and shall have inscribed thereon the name of the corporation, the date of its incorporation, and the word "*California*".

Section 4. Waiver of Notice. Whenever any notices are required to be given under the provisions of the Nonprofit Corporation Act of the state of California, or under the provisions of the articles of incorporation of the corporation, or these bylaws, a waiver thereof in writing signed by the persons entitled to such notice, whether dated before or after the time such notices are required to be given, to the extent permitted by law, shall be deemed equivalent to the giving of such notice.

ARTICLE XI

AMENDMENT TO BYLAWS

Section 1. Amendment to Bylaws. These bylaws may be amended at any regular meeting of the board of directors by a majority vote of the board of directors; provided, however, that if any provision of these bylaws requires the vote of a larger proportion of the board than is otherwise required by law, that provision may not be altered, amended, or repealed except by that greater vote.

CERTIFICATE OF SECRETARY

I, the undersigned, do hereby certify that

1. I am the duly elected and acting secretary of the Foundation for the South Orange County Community College District, a California nonprofit public benefit corporation.

2. The bylaws to which this certificate is attached, comprising 14 pages, constitute the bylaws of such corporation as duly adopted by the board of directors of this corporation at a meeting of such board on June 12, 2018.

I further declare under penalty of perjury under the laws of the State of California that the matters set forth in this certificate are true and correct of my own knowledge.

Dated: June 12, 2018

Secretary

APPENDIX B

DISTRICT FACILITIES USED BY FOUNDATION

None.

APPENDIX C

SCHEDULE OF COMMENSURATE RETURN TEMPLATE

20XX/XX Benefits to the Foundation and the District

District contribution to the Foundation

Salaries	\$XXX,XXX
Benefits	\$XXX,XXX
Total	(A) <u>\$XXX,XXX</u>

Tangible/Monetary reimbursement

Cash payments for salaries/benefits for District employees assigned directly to the Foundation	(XXX,XXX)
Foundation payments to/on behalf of College/District	(B) (XXX,XXX)
Other added tangible benefits to the College/District	(C) (XXX,XXX)
Total tangible/monetary reimbursement provided	(E)*<u>\$XXX,XXX</u>

Intangible/Non-monetary reimbursement

Other added intangible benefits from Foundation efforts	(D) (XXX,XXX)
Total intangible/non-monetary reimbursement provided	(F) *<u>\$XXX,XXX</u>

Total Tangible and Intangible Reimbursements	(E+F) \$XXX,XXX
Total District Contribution to the Foundation	(A) (<u>\$XXX,XXX</u>)

Total Remaining Reimbursement Required, if any

(If this total is positive, the standard has been met)	<u>*\$XXX,XXX</u>
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Foundation Payments to/on behalf of the College, District or any other auxiliary organization (Tangible /Monetary)

Department Name	\$XXX,XXX
-----------------	-----------

Detailed description of specific expenditures made by Foundation on behalf of the College

Department Name	\$XXX,XXX
-----------------	-----------

Detailed description of specific expenditures made by Foundation on behalf of the College

Department Name	\$XXX,XXX
-----------------	-----------

Detailed description of specific expenditures made by Foundation on behalf of the College

Department Name	\$XXX,XXX
-----------------	-----------

Detailed description of specific expenditures made by Foundation on behalf of the College

Department Name	\$XXX,XXX
-----------------	-----------

Detailed description of specific expenditures made by Foundation on behalf of the College

Total Foundation Payments to/on behalf of the College, District or any other auxiliary organization (Tangible/Monetary) (B) **\$XXX,XXX**

Other Added Benefits Provided to the College/District (Tangible/Monetary)

Scholarships \$XXX,XXX

A large percentage of the temporarily restricted funds raised are used to offer scholarships to students, which have a direct impact on the College community.

In-Kind contributions \$XXX,XXX

Every year a number of in-kind contributions are donated to a variety of programs across campus. This year's in-kind donations include, but are not limited to _____.

Promotional and/or Marketing \$XXX,XXX

Details of promotional and/or marketing material provided by the Foundation on behalf of the College/District.

Total Other Added Benefits Provided To the College/District (Tangible/Monetary) (C) **\$XXX,XXX**

Other Added Benefits to the District from Foundation Efforts (Intangible/Non-monetary)

Event Name \$XXX,XXX

Details of college specific event and amount of time spent by Foundation personnel supporting the event. Support must be provided using time tracking for each Foundation employee to justify this expense.

In-Kind Services of Board Members \$XXX,XXX

Details of time spent by members of the Foundation Board of Directors. Support must be provided for each Foundation Board member to justify this expense.

Realized Investment Gains \$XXX,XXX

Details of realized gains on endowments and other investments maintained by the Foundation. Support must be provided from prior year's audited financial statements.

Other \$XXX,XXX

Description of any other non-monetary benefits provided to the College community.

Total Other Added Benefits to the District from Foundation Efforts (Intangible/Non-monetary) (D) **\$XXX,XXX**

* Excess amounts contributed in any fiscal year cannot be rolled forward or backward to other fiscal years to offset amounts owed

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Board Policy Revision: BP-4101.1 Faculty Salary Classification Changes and Initial Classification Placement; BP-5030 Student Fees; BP-5608 Student Fee Refunds; BP-5613 Transcripts; BP-7140 Collective Bargaining; and BP-7165 Enrollment Fee Reimbursement for Eligible Employees

ACTION: Accept for Review and Study / First Reading – Information Only

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

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

Legal counsel has been involved in the review process, as needed. The proposed policies were presented to the Chancellor's Council November 5, 2020 for review and recommendation to the Chancellor.

On August 31, 2020, the Board approved the conversion to the Community College League of California categorization and numerical schema for Board Policies and Administrative Regulations. The numbers referenced reflect the new numbering schema.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept for review and study the board policies as listed.

BOARD POLICY

4101.1

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

FACULTY SALARY CLASSIFICATION CHANGES AND INITIAL CLASSIFICATION PLACEMENT

DELETE – language appears in Collective Bargaining Agreements

~~Units of credit accumulated by academic personnel as a result of approved graduate study may be used for 1) initial salary class placement; and 2) transferring from one salary class to another. Such credit must be upper division or graduate courses taken at an accredited college or university. (See No. 2.a. and b. below.)~~

~~Methods and regulations determining initial classification placement and for changing an employee's salary classification shall be as follows:~~

- ~~1. Official verification of coursework taken shall be completed and/or degree conferred by August 1st for the fall semester and first business day of the spring calendar year in January for the spring semester. All transcripts documenting the coursework taken for a change of column must be submitted to Human Resources.~~
- ~~2. Courses taken shall be those approved by the conferring institution for graduate credit. Further all courses shall be within the faculty member's primary assignment. Exceptions to this are as noted below.~~
 - ~~a. Lower division courses and upper division courses which do not count toward graduate credit must be approved by the Vice President for Instruction/ Vice President for Student Services prior to enrollment in order to be accepted for salary credit. It is the employee's responsibility to secure such approvals prior to enrolling in the course. No more than nine (9) of the units used for a change of salary class may be lower division units under any circumstances.~~
 - ~~b. Course work taken outside the faculty member's primary assignment must be approved by the Vice President for Instruction/ Vice President for Student Services prior to enrolling in the course.~~
- ~~3. All transcripts that show evidence of course work taken toward a change of salary class must be on file with the Office of Human Resources no later than August 1st for column advancement for the fall semester and January 3rd for column advancement for the spring semester of the academic year in which the salary classification is to become effective.~~
- ~~4. A grade of "C" or higher must be earned in all course work accepted for salary classification credit. A pass/fail course must be noted as "pass," and a credit/non-credit course must be noted as "credit" on the transcript.~~

Adopted:	02-25-74	Revised:	06-10-85	Revised:	12-16-13	Page 1 of 1
Revised:	02-24-75	Revised:	04-10-89	Revised:	02-27-17	
Revised:	07-11-77	Technical Update:	04-26-99			

BOARD POLICY

5030

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENT SERVICES

STUDENT FEES

Students shall be assessed an enrollment fee, ~~health fee, and student representation fee~~ at the time of enrollment. ~~Students may also be charged instructional materials fees, parking fee, associated students fee, nonresident application fee, and other fees as permitted by law or regulation.~~ The amounts of the fees ~~is-are~~ established and/or permitted by law, ~~and published in the College catalog(s) and on other print and electronic publications.~~ The District may adjust, waive, or partially refund the fee as provided in the ~~California Education Code~~ law or regulation.

Students shall receive up to two copies of their transcripts and verifications of records without charge.

~~Students may also be charged health fees, materials fees, parking fees, and nonresident application fees as permitted by law. These~~ All student fees charged are shall be published in the ~~College college~~ catalogs. They may also be provided and in ~~on~~ other print and electronic publications.

The District shall refund student fees in accordance with applicable federal and state laws and regulations and District policies and regulations.

The Chancellor shall establish regulations defining the fees charged and refund process.

References:

California Education Code, Sections 66025.3, 68120, 68130.5, 70902(b)(9), 76140, 76141, 76223, 76300, and 76300.5

Title 5, Sections 51012, 54070, 58500--58520, and 58629

Accreditation Standard I.C.6.

Eligibility Requirement 20

Adopted:	05-15-89	Revised:	05-27-03
Revised:	04-08-91	Revised:	03-28-11
Technical	04-26-99	Revised	05-16-16
Update:			

BOARD POLICY

5608

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

STUDENT FEE REFUNDS-DELETE-Language moved to BP-5030 Student Fees

~~The South Orange County Community College District shall refund enrollment, nonresident tuition, and fees in accordance with applicable federal and state laws and regulations.~~

~~The Chancellor shall establish administrative regulations defining the refund process.~~

Reference:

Title 5, California Code of Regulations, Section 54070, 58508

Adopted:	05-03-82	Revised:	04-26-99	Revised:	05-21-12	Page 1 of 1
Revised:	05-15-89	Revised:	08-30-04	Revised:	06-24-19	
Revised:	04-08-91	Revised:	01-31-05			

BOARD POLICY

5613

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

TRANSCRIPTS DELETE – Language moved to BP-5030

~~Each student who completes work at the college is entitled to two copies of transcripts or two verifications without charge. Additional copies may be obtained at a reasonable charge as stated in the college catalogs and other electronic publications.~~

Reference:

~~—California Education Code, Section 76223~~

Revised: 5-15-89
Revised: 4-26-99
Revised: 8-30-04
Revised: 1-31-05

Revised: 05-23-11
Reviewed: 10-30-17

BOARD POLICY

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

40047140

HUMAN RESOURCES

PUBLIC NOTICE - COLLECTIVE BARGAINING

~~Pursuant to the Government Code and Chapter 3, Public Notice Proceedings, the Board of Trustees hereby adopts the following procedure to insure that the public receive effective notice regarding collective bargaining proposals:~~

- ~~1. Exclusive representatives and the Board shall present their respective initial collective bargaining proposals at public meetings of the Board and both the Board's and exclusive representatives' initial proposals shall thereafter be public records. Copies shall be kept on file and available to the public at the circulation desk of each college library and in the Office of Human Resources.~~
- ~~2. The public will be provided the opportunity to respond to the initial proposals at the next regularly scheduled Board meetings or special meeting dealing with this subject. Negotiations between the District and exclusive representatives shall not commence until the public has had the opportunity to respond to the initial proposals. After inviting public response, the Board shall adopt its initial proposal and negotiations may thereafter commence.~~
- ~~3. If new subjects not set forth in either of the respective initial proposals are raised during bargaining, any proposal regarding such subject shall become a public record within twenty four (24) hours and available in the library of each college and the Office of Human Resources, as above. The Board shall make public the formal vote, if any, of each member voting on such new proposals within twenty four (24) hours.~~

If eligible employees of the District select an employee organization as their exclusive representative, and if, after recognition by the District or after a properly conducted election, an exclusive representative is certified as the representative of an appropriate unit of employees under the provisions of the Educational Employment Relations Act, Government Code Sections 3540 et seq., then District will meet and negotiate in good faith on matters within the scope of bargaining as defined by law.

References:

Government Code, Chapter 3, Section 3540 et seq

Adopted:	02-14-89	Revised:	01-20-04
Revised:	04-10-89	Reviewed:	03-28-11
Revised:	04-26-99	Reviewed:	03-27-17

BOARD POLICY

~~44207165~~

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

ENROLLMENT FEE REIMBURSEMENT FOR ELIGIBLE EMPLOYEES

Eligible full time permanent employees of the South Orange County Community College District may receive reimbursement for enrollment fees paid to attend District courses. Enrollment fee reimbursement is intended to provide employees with the opportunity to continue their education and improve their skills.

The Chancellor shall establish regulations for implementing this policy. ~~Administrative Regulation AR 4420 7165 provides details for implementing this Policy.~~

Adopted: 12-11-06
Revised: 01-20-11
Reviewed: 11-16-16

Revised: 05-15-17

Page 1 of 1

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Board Policy Revision: BP-2350 Public Speakers at Board Meetings; BP-3200 Accreditation; BP-3250 Institutional Planning; BP-4235 Credit for Prior Learning; BP-5210 Communicable Diseases–Students; BP-5618 Credit by Examination–Specific Course Credit; BP-5619 Advanced Placement Examination Program; BP-5620 College Level Examination Program (CLEP); BP-7110 Authorization for Employment; and BP-7160 Professional Development and Growth

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

Ten 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 (BPARC), 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 September 10, 2020, for review and recommendation to the Chancellor. EXHIBITS A through J were brought to the Board of Trustees on October 19, 2020, for review and study (first reading – information). Additional changes recommended by the Board of Trustees from the October 19, 2020, meeting have been highlighted in yellow. However, the BPARC is respectfully requesting a revision to the additional changes requested by the Board of Trustees to EXHIBIT I. This revision is highlighted in pink.

On August 31, 2020, the Board approved the conversion to the Community College League of California (CCLC) categorization and numerical schema for Board Policies and Administrative Regulations. The numbers referenced reflect the new numbering schema.

RECOMMENDATION

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

BOARD POLICY

~~1322350~~

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

PUBLIC SPEAKERS AT BOARD MEETINGS

Persons may speak to the Board either on an agenda item or on other matters of interest to the public that are within the subject matter jurisdiction of the Board at the time designated at the meeting for public comment.

Oral presentations relating to a matter on the agenda, including those on the consent agenda, shall be heard before a vote is called on the item.

Those wishing to speak to the Board are subject to the following:

1. The Board President may rule members of the public out of order if their remarks do not pertain to matters that are within the subject matter jurisdiction of the Board, ~~or~~ if their remarks are unduly repetitive, or if remarks consist of personal attacks on others.
2. Non-scheduled substitutes may not speak in place of scheduled speakers unless alternates have been submitted on the original request or at the discretion of the presiding officer.
3. Employees who are members of a bargaining unit represented by an exclusive bargaining agent may address the Board under this policy, but may not attempt to negotiate terms and conditions of their employment. This policy does not prohibit any employee from addressing a collective bargaining proposal pursuant to the public notice requirements of Government Code Section 3547 and the policies of this Board implementing that section.
4. Individuals wishing to address the Board will be given an opportunity prior to adjournment to closed session and also prior to discussion of action items at the regular, special or emergency meeting.
5. ~~They~~ Each speaker shall complete a public speaker form to address the Board prior to ~~at~~ the beginning of the meeting at which they wish to speak and shall submit the request to the Board's Executive Assistant.
6. The public speaker form request ~~request~~ may include the person's name and name of the organization or group represented, if any, and shall include a statement noting the agenda item or topic to be addressed.
7. No member of the public may speak without being recognized by the Board President.
8. Each speaker will be allowed two (2) minutes per topic. The maximum time allotment for public speakers on any one subject regardless of the number of speakers at any one

PUBLIC SPEAKERS AT BOARD MEETINGS

Board meeting will appear on the agenda. At the discretion of a majority of the Board, these time limits may be extended.

9. Each speaker coming before the Board is limited to one presentation per specific agenda item before the Board, and to one presentation per meeting on non-agenda matters.

References:

Government Code Sections 54950, et seq.;
Education Code Section 72121.5

BOARD POLICY

~~55203200~~

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

~~STUDENTS~~GENERAL INSTITUTION

ACCREDITATION

The ~~C~~college ~~P~~presidents shall ensure the ~~C~~college complies with the accreditation process and the Eligibility Requirements, Standards, and Policies, as standards of defined by the Accrediting Commission of Community and Junior Colleges (ACCJC); and of other program specific accreditors, of other District programs that seek special accreditation The college presidents shall inform the Chancellor of any issues that may arise.

The Chancellor shall keep the Board of Trustees informed of approved accrediting organizations and the status of all accreditations, both institutional and programmatic.

The Chancellor shall ensure that the District and the Board of Trustees are involved in any accreditation process in which the District and the Board of Trustees' participation is required.

The Chancellor shall provide the Board of Trustees with the accreditation reports, and any actions taken or to be taken in response to recommendations in an accreditation report.

References:

ACCJC Accreditation Eligibility Requirement 21 ~~Integrity in Relations with the~~
ACCJC Accreditation Commission, Standards I.C.-12. And 21, I.C.13
Title 5, Section 51016

BOARD POLICY

21203250

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

~~ADMINISTRATION~~ GENERAL INSTITUTION

INSTITUTIONAL PLANNING

The Chancellor, ~~along with the colleges,~~ shall ensure that the District and colleges maintain a broad based, comprehensive, systematic, and integrated systems of planning that involve appropriate District constituencies and are supported by institutional effectiveness research. ~~takes place on a district wide basis and at the colleges and district services. The integrated planning system shall be supported by institutional effectiveness research and involve appropriate segments of the colleges and district services.~~

The planning systems shall include plans required by law, including, but not limited to:

- Long Range Educational or Academic Master Plans, which shall be updated periodically as deemed necessary by the Board of Trustees
- Facilities Plans
- Sustainability Plans
- Technology Plans
- Equal Employment Opportunity Plan
- Student Equity Plans
- Perkins Plans
- Emergency Operations Plans

The Chancellor shall submit those the plans for which Board approval is required by Title 5 to the Board of Trustees ~~for approval.~~

The Chancellor shall inform the Board about the status of planning and the various plans.

The Chancellor shall ensure the Board has an opportunity to assist in developing the general institutional mission and goals for the comprehensive plans.

References:

Title 5, Sections 51008, 51010, 51027, 53003, 54220, 55080, 55190, 55250, 55510, and 56270 et seq. ACCJC Accreditation Standards I.B.9, III.B.4, III.C.2, III.D.2, IV.B.3, and IV.D.5 (formerly I.B); ~~Education Code Sections 78210 et. Seq., 84754.6~~

BOARD POLICY

4235

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

ACADEMIC AFFAIRS

CREDIT FOR PRIOR LEARNING

Credit for prior learning may be earned for eligible courses approved by the District for students who satisfactorily pass an authorized assessment. Authorized assessments may include the evaluation of approved external standardized examinations (i.e. College Board Advanced Placement (AP), International Baccalaureate, College Board College Examination Program (CLEP)), credit for military service/training, industry recognized credentials, student-created portfolios, or credit by examination.

This policy shall be reviewed every three (3) years. As required, a report will be developed and submitted to the Chancellor's Office every three (3) years. The Chancellor or designee shall establish administrative regulations to implement this Board Policy.

Reference:
Title 5, Section 55050

BOARD POLICY

56455210

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENT SERVICES

COMMUNICABLE DISEASES-STUDENTS

The Chancellor shall establish regulations necessary to ensure cooperation with local public health officials in measures necessary for the prevention and control of communicable diseases among students.

References:

Education Code Section 76403

BOARD POLICY

5618

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

~~CREDIT BY EXAMINATION – SPECIFIC COURSE CREDIT~~

~~DELETE – Move language to NEW BP 4235 Credit for Prior Learning~~

~~A student may qualify for credit by examination for courses in a current South Orange County Community College District catalog for which he/she appears to be reasonably qualified by training or experience.~~

~~A student may qualify for credit through articulation in Career Technical Education courses as prescribed by Administrative Regulations 5618 and 6110.~~

~~Reference: _____~~

~~— Title 5, Calif. Code of Regulations, Section 55050, 55051~~

BOARD POLICY

5619

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

ADVANCED PLACEMENT EXAMINATION PROGRAM

DELETE – Language moved to BP 4235 Credit for Prior Learning

~~South Orange County Community College District will grant credit for College Entrance Examination Board Advanced Placement Examinations satisfactorily passed during the junior and senior years of high school with a score of 3, 4, or 5.~~

~~Determination of whether specific course or elective credit is to be awarded in any area is made by the academic division offering the subject matter.~~

~~Specific credit awarded for AP exams with passing scores has been established as indicated in the College catalogs.~~

BOARD POLICY

5620

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

DELETE – Language moved to BP-4235 Credit for Prior Learning

~~Specific credit for completion of College Level Examination Program (CLEP) examinations can be found in the Saddleback College and Irvine Valley College catalogs. Any credit awarded does not necessarily transfer to other colleges. Students seeking to use CLEP credit for college transfer purposes will need to consult the transfer institution regarding its policy pertaining to CLEP.~~

~~No credit will be given to CLEP in any area in which the student has earned college credit prior to completion of CLEP examinations. Credit is awarded upon completion of one semester in the South Orange County Community College District. Additional information regarding the College Level Examination Program may be obtained in the counseling offices at Irvine Valley and Saddleback Colleges.~~

Highlights in yellow reflect recommendation made at 10.19 Board of Trustees meeting

Highlights in pink reflect recommendations made by BPARC at 10.23 meeting

BOARD POLICY

40007110

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

AUTHORIZATION FOR EMPLOYMENT

The Board of Trustees authorizes all employment and all employment transactions per California Education Code.

The Board of Trustees hereby delegates to the Chancellor authority to employ persons in all positions. All actions to employ and all employment transactions shall be reported to the Board of Trustees at its next regular meeting and are contingent upon for approval or ratification by the Board of Trustees. All subsequent employment transactions shall be approved or ratified by the Board of Trustees.

References:

California Education Code Sections 70902(d)

Adopted:	01-26-68	Revised:	04-11-94	Reviewed:	10-13-10	Page 1 of 1
Revised:	07-01-74	Revised:	04-26-99	Reviewed:	01-25-16	
Revised:	04-10-89	Revised:	09-26-05			

BOARD POLICY

~~4161~~ 7160

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

PROFESSIONAL DEVELOPMENT AND GROWTH

The South Orange County Community College District encourages faculty, classified staff and administration to develop and keep current their professional skills and knowledge through varied educational opportunities, both within and outside the District.

References:

California Code of Regulations Title ~~5~~, Sections 53200(8) and 55720
Education Code Section 87150 et seq.
Accreditation Standard III A.14

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Academic Employees and Academic/Classified
Administrator/Manager Personnel Actions/Ratifications – Regular
Items

ACTION: Ratification

BACKGROUND

In accordance with Board Policy 2430, all SOCCCD employee actions must be ratified by the Board of Trustees.

STATUS

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

RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the academic employees and classified administrator/manager personnel actions as shown in Exhibits A and B.

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

A. NEW PERSONNEL APPOINTMENTS

1. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF** (Ratified - Pursuant to Board Policy 7110)

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Anaya, Wendy	Equivalency	Nursing/SC	1	08/17/20
Brady, Jennifer	Equivalency	Nursing/SC	1	08/17/20
Camarena, Lilia	MA/Spanish	Spanish/IVC	2	08/17/20
Redanz, Laura	MA/Nursing Education	Nursing/SC	2	08/17/20
¹ Ambrosini, Linda	Equivalency	Adult Education – Secondary Ed. /SC	1	01/19/21
Cantus, Jason Sable	MA/Music	Emeritus/SC	2	01/19/21
Gomez, Patricia	Equivalency	History/IVC	2	01/19/21
² Hadock, Stephanie	MA/Economics	Adult Education – Secondary Ed. /SC	2	01/19/21
Kim, Yeh Jun	MA/Professional Studies	American Sign Language/SC	2	01/19/21
Lopez, Adam	Equivalency	Kinesiology/IVC	1	01/19/21
³ Molina Gallardo, Karla	Equivalency	Adult Education – Secondary Ed. /SC	1	01/19/21
Prince, Christine	Equivalency	Geology/IVC	2	01/19/21
Smith, Camila	BA/Business Admin.	Fashion/SC	1	01/19/21
⁴ Taibjee, Sukena	Equivalency	Tutor/SC	5	01/19/21

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE POSITIONS

1. MANAGER OF OUTREACH SERVICES, CATEGORICAL, Pos. #P0018439, Academic Administrators and Classified Administrators/Managers Salary Schedule Range 10, Outreach and Recruitment, Student Life and Equity, Irvine Valley College seeks authorization to establish and announce this full-time, 40 hours per week, 12 months per year position to its staff complement, effective October 6, 2020. Employment in this position is contingent upon funding by the California College Promise (80%) and Strong Workforce Program (20%). This position was approved by the Chancellor on October 6, 2020.

¹ Current NBU Employee, Adult Education – HSE, Saddleback College

² Current NBU Employee, Adult Education – HSE, Saddleback College

³ Current NBU Employee, Adult Education – HSE, Saddleback College

⁴ Current PTF, Librarian, Saddleback College

C. ADDITIONAL COMPENSATION: GENERAL FUND

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

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Ochoa, Lucas	Mascot Discussion Facilitation	\$823.14	09/01/20-10/01/20
O'Rourke, Shawn	Mascot Discussion Facilitation	\$823.14	09/01/20-10/01/20
Hawley, Adam	Fall Guest Lecturer/Artist	\$205.79	10/15/20-10/15/20

General Fund/SC Month to Date: \$ **1,852.07**
SC APPROVED FISCAL YEAR TO DATE: \$ **337,282.47**

D. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

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

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Anderson, Mike	AESL 503 Cohort Mtg 1	\$88.32	08/05/20-08/05/20
Barasch, Ron	AESL Pronc Cohort Mtg 6	\$88.32	08/05/20-08/05/20
Barasch, Ron	AESL Convo Cohort Mtg 6	\$91.46	09/18/20-09/18/20
Barasch, Ron	AESL Convo Cohort Mtg 4	\$45.73	08/14/20-08/14/20
Bershad, Bridget	Roadmap Assistant 2	\$300.29	08/03/20-08/14/20
Braus, Shirley	AESL 505 Cohort Mtg 4	\$45.73	09/10/20-09/10/20
Brown, Kevin	AESL 505 Cohort Mtg 5	\$88.32	08/05/20-08/05/20
Brown, Kevin	AESL 505 Cohort Mtg 6	\$91.46	09/10/20-09/10/20
Burklund, Michael	AESL Pronc Cohort Mtg 3	\$88.32	08/06/20-08/06/20
Carson, Raymond	AESL 504 Course Coordinator	\$728.64	08/10/20-12/16/20
Dinh, Winnie	AESL 501 Cohort Mtg 2	\$102.89	08/10/20-08/10/20
Dinh, Winnie	AESL 501 Cohort Mtg 2	\$91.46	09/04/20-09/04/20
Do, Anhvy	AESL 503 Cohort Mtg 3	\$88.32	08/05/20-08/05/20
Edwards, Robby	AESL Convo Cohort Mtg 2	\$91.46	08/14/20-08/14/20
Galvin, Kelicia	AESL Pronc Cohort Mtg 2	\$88.32	08/06/20-08/06/20
Goncalves, Mauricio	AESL Convo Cohort Mtg 1	\$91.46	08/14/20-08/14/20
Goncalves, Mauricio	AESL Convo Cohort Mtg 1	\$91.46	09/18/20-09/18/20
Haeri, Melanie	AESL Convo Cohort Mtg 7	\$91.46	08/14/20-08/14/20
Henel, Sylvia	AESL 501 Cohort Mtg 3	\$93.46	09/04/20-09/04/20
Henel, Sylvia	AESL 502 Cohort Mtg 2	\$91.46	08/10/20-08/10/20
Henel, Sylvia	AESL 502 Cohort Mtg 1	\$91.46	09/02/20-09/02/20
Hildebrand, Colleen	AESL Convo Cohort Mtg 5	\$91.46	08/14/20-08/14/20
Jaquibino, Alicia	AESL 502 Cohort Mtg 1	\$91.46	08/10/20-08/10/20
Jeong, Bo	AESL 501 Cohort Mtg 1	\$102.89	08/10/20-08/10/20
Jeong, Bo	AESL 501 Cohort Mtg 1	\$93.46	09/04/20-09/04/20
Johnson, Carmen	Roadmap Assistant 3	\$200.04	08/03/20-08/14/20

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

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

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Lin, Alice	AESL 502 Cohort Mtg 4	\$91.46	08/10/20-08/10/20
Lin, Alice	AESL 502 Cohort Mtg 3	\$45.73	09/02/20-09/02/20
Man, Gina	AESL 503 Cohort Mtg 4	\$88.32	08/05/20-08/05/20
McMahan, Terri	AESL 505 Cohort Mtg 4	\$88.32	08/06/20-08/06/20
McMahan, Terri	AESL 505 Cohort Mtg 5	\$68.60	09/10/20-09/10/20
Monacelli, Brian	NSF OP-TEC Prin Investigator	\$5,199.15	08/17/20-12/16/20
Ng, Alan	AESL 503 Cohort Mtg 5	\$88.32	08/05/20-08/05/20
Nguyen, Tuan	Roadmap Facilitator	\$1,000.12	08/17/20-10/30/20
Noyes, Jo Ann	Math 8+387 Mtg 1	\$45.73	09/25/20-09/25/20
Ornelas, Cecilia	AESL 503 Cohort Mtg 2	\$88.32	08/05/20-08/05/20
Parayno, Jeanell	Roadmap Assistant 4	\$300.29	08/03/20-08/14/20
Ponzillo, Gizelle	AESL Pronc Cohort Mtg 4	\$88.32	08/06/20-08/06/20
Pov, Tina	Math 8+387 Mtg 2	\$45.73	09/25/20-09/25/20
Rucker, Nancy	AESL 503 Cohort Mtg 6	\$88.32	08/05/20-08/05/20
Saens, Marisol	AESL 505 Cohort Mtg 2	\$88.32	08/06/20-08/06/20
Saens, Marisol	AESL 505 Cohort Mtg 2	\$91.46	09/10/20-09/10/20
Sahranavard, Neda	AESL Pronc Cohort Mtg 5	\$88.32	08/06/20-08/06/20
Schwartz, Gail	AESL 505 Cohort Mtg 1	\$91.46	09/10/20-09/10/20
Schwartz, Gail	AESL 505 Cohort Mtg 1	\$88.32	08/06/20-08/06/20
Seong, Sara	AESL Pronc Cohort Mtg 1	\$88.32	08/06/20-08/06/20
Shiring, Richard	Math 8+387 Mtg 3	\$45.73	09/25/20-09/25/20
Steindler, Savyonne	AESL Convo Cohort Mtg 3	\$91.46	08/14/20-08/14/20
Steindler, Savyonne	AESL Convo Cohort Mtg 2	\$91.46	09/18/20-09/18/20
Tran, Annie	AESL 501 Course Coordinator	\$728.64	08/10/20-12/16/20
Tran, Tiffany	Roadmap Assistant 1	\$500.33	07/27/20-08/21/20
Warner, Brent	AESL Convo Cohort Mtg 4	\$91.46	08/14/20-08/14/20
Warner, Brent	AESL Convo Cohort Mtg 3	\$91.46	08/14/20-08/14/20
Youn, May	AESL 502 Cohort Mtg 3	\$91.46	08/10/20-08/10/20
Youn, May	AESL 502 Cohort Mtg 2	\$91.46	09/02/20-09/02/20
Zilkow, Christina	AESL 505 Cohort Mtg 3	\$91.46	09/10/20-09/10/20
Zilkow, Christina	AESL 505 Cohort Mtg 3	\$44.16	08/06/20-08/06/20

Categorical/Non-General Fund/IVC Month to Date: \$ 13,071.12
IVC APPROVED FISCAL YEAR TO DATE: \$ 161,765.96

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

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

Name	Activity	Not to Exceed	Effective Date
		Amount (\$)	
Afshari, Maryam	How To: Online Counseling	\$200.00	08/10/20-08/14/20
Anorma, Chelsea	AVID Practicum	\$411.57	09/18/20-11/20/20
Baldonado-Wilkins, Elgitz	Deliver Online Ed Training	\$264.96	04/13/20-05/20/20
Bhakta, Asmita	MLT Remote Learning & Labs	\$914.60	08/01/20-08/14/20
Boyd, Melody	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Branch-Stewart, Kim	Human Services Partnerships	\$1,371.90	08/01/20-08/14/20
Browne, Tsekani	AVID Practicum	\$274.38	09/18/20-11/20/20
Calacino, Michael	AVID Practicum	\$274.38	09/18/20-11/20/20
Carrillo, Bryan	SSSP Math Community of Practice	\$441.60	01/13/20-05/20/20
Cavazzi, Deidre	WOW: Dance Conditioning	\$200.00	08/10/20-08/14/20
Cervantes, Rebecca	Emergency Division Meeting	\$176.64	03/17/20-03/17/20
Cervantes, Rebecca	OTAN Training	\$88.32	03/27/20-03/27/20
Chan, Kenneth	AVID Practicum	\$411.57	09/18/20-11/20/20
Chu, Hencenlyn	MLT Remote Learning & Labs	\$1,097.52	08/01/20-08/14/20
Chu, Hencenlyn	Phlebotomy Reapproval CDPH-LFS	\$1,143.25	08/01/20-08/14/20
Cook, Jodie	AVID Practicum	\$411.57	09/18/20-11/20/20
Donovan, Jeffrey	MLT Remote Learning & Labs	\$1,097.52	08/01/20-08/14/20
Druce, Sharon	MA Student Successor Mentor	\$706.56	02/01/20-02/28/20
Eldred, Stacy	AVID Practicum	\$411.57	09/18/20-11/20/20
Eyre, Jami	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Eyre, Jami	AVID Practicum	\$411.57	09/18/20-11/20/20
Fredrickson, Scott	ZTC Conversion, BUS 160	\$500.00	08/10/20-12/04/20
French, Jim	AHE Practicum	\$411.57	09/18/20-11/20/20
Gabdrakhmanova, Farida	How To: Online Counseling	\$200.00	08/10/20-12/04/20
Gonzalez, Carly	CP Meeting Facilitator	\$441.60	01/13/20-05/20/20
Gridley, Suzan	ZTC Conversion, ENG 1B	\$500.00	08/11/20-10/30/20
Hitch, Ryan	AVID Practicum	\$411.57	09/18/20-11/20/20
Hoida, Bridget	Deliver OEC Level 1	\$1,874.93	09/28/20-11/07/20
Homma, Mary	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Hong, Song	OTAN Training	\$88.32	03/27/20-03/27/20
Huberg, TJ	ZTC Conversion, COMM 1	\$500.00	08/10/20-12/04/20
Huberg, TJ	ZTC Conversion, COMM 5	\$500.00	08/10/20-12/04/20
Ibbotson, Jill	How To: Online Counseling	\$200.00	08/10/20-08/14/20
Kaiser, Kai	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Kijel, Silvia	AVID Practicum	\$411.57	09/18/20-11/20/20
Kim, Caroline	AVID Practicum	\$411.57	09/18/20-11/20/20
Lane, Gary	AVID Practicum	\$411.57	09/18/20-11/20/20

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

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

Name	Activity	Not to Exceed	Effective Date
		Amount (\$)	
Lawson, Anne	Asst with Nat Para Regist	\$365.84	08/14/20-08/14/20
Lawson, Anne	Student Success Advisor	\$6,000.00	08/10/20-12/16/20
Libby, Gerald	AVID Practicum	\$411.57	09/18/20-11/20/20
Lommatsch Barrett, Cheryl	AVID Practicum	\$411.57	09/18/20-11/20/20
Luque, Jonathan	How To: Online Counseling	\$200.00	08/10/20-08/14/20
Macasaet, Katrina	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Major, Nicole	How To: Online Counseling	\$200.00	08/10/20-08/14/20
Major, Nicole	Deliver OEC Level2 EL	\$1,646.28	10/12/20-11/08/20
Major, Nicole	POCR SOC 16	\$1,800.00	08/17/20-11/02/20
McCartney, Kristen	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
McCleave, Sumaya	CP Meeting Facilitator	\$441.60	01/13/20-05/20/20
McReynolds, Brad	AVID Practicum	\$411.57	09/18/20-11/20/20
Medling, Jane	How To: Online Counseling	\$200.00	08/10/20-08/14/20
Millovich, June	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Millovich, June	POCR Align CDE 101	\$1,800.00	09/08/20-11/02/20
Myhren, Brett	How To: Online Counseling	\$200.00	08/10/20-08/14/20
Myhren, Brett	Deliver OEC Level 1	\$823.14	09/28/20-11/07/20
Nathan, Heather	MA Program and Student Support	\$1,097.52	08/01/20-08/14/20
Page, Ana	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Paige, Monique	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Pakula, Jennifer	Deliver OEC Level 2 EL	\$1,646.28	10/12/20-11/08/20
Pinter, Gerald	Fall Faculty Jazz Concert	\$300.00	09/25/20-09/28/20
Reinhardt, William	AVID Practicum	\$411.57	09/18/20-11/20/20
Richards, Holly	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Rivera, Nancy	CP Meeting Facilitator	\$441.60	01/13/20-05/20/20
Robertson, Trina	POCR FN 50 Align	\$1,800.00	09/07/20-12/03/20
Robinson, Jeanne	AVID Practicum	\$411.57	09/18/20-11/20/20
Rosa, Steve	How To: Online Counseling	\$200.00	08/10/20-08/14/20
Rosen, Ann	AVID Practicum	\$411.57	09/18/20-11/20/20
Rosenn, Tristen	Fall Faculty Jazz Concert	\$300.00	09/25/20-09/28/20
Schermerhorn, Brock	CCCREEC Faculty Co-Director	\$1,509.09	08/17/20-12/08/20
Schmidt, Eric	Perkins- GC Screenprinting	\$1,144.00	10/01/20-11/30/20
Shafe, Kia	CP Meeting Facilitator	\$441.60	01/13/20-05/20/20
Singh, Herman	AVID Practicum	\$411.57	09/18/20-11/20/20
Smith, Christina	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Smith, Christina	SC Teaching Pathway Data Coach	\$3,201.10	08/17/20-12/16/20
Sorenson, Stephanie	CP Meeting Facilitator	\$441.60	01/13/20-05/20/20
Stout, Ronald	Fall Faculty Jazz Concert	\$300.00	09/25/20-09/28/20
Tamialis, Barbara	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Torres, Angel	AVID Practicum	\$411.57	09/18/20-11/20/20

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

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

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Vazquez Paramio, Silvia	AVID Practicum	\$411.57	09/18/20-11/20/20
Velazquez, Alma	AVID Practicum	\$411.57	09/18/20-11/20/20
Vidal Prudholme, Laura	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Welc, Martin	CCCREEC Faculty Co-Director	\$1,509.09	08/17/20-12/08/20
Wheelahan, Melissa	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
White-Alcover, Susan	MA Remote Learning & Labs	\$1,829.20	08/01/20-08/14/20
Whitney, Marisa	AVID Practicum	\$411.57	09/18/20-11/20/20
Wolff, Michelle	How To: Online Counseling	\$200.00	08/10/20-08/14/20
Wong, Julie	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Wood, Debra	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20
Young, Cameron	AVID Practicum	\$411.57	09/18/20-11/20/20
Zweigle, Poly	CDE Faculty Retreat	\$228.65	10/17/20-10/17/20

Categorical/Non-General Fund/SC Month to Date: \$ 56,036.01
SC APPROVED FISCAL YEAR TO DATE: \$ 210,500.42

E. ADDITIONAL COMPENSATION: RESTRICTED FUNDS

1. It is recommended that the following **Irvine Valley College** faculty members be compensated upon completion of Distance Education Pedagogy Course (4 hrs).

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Addington, Tania	Distance Education Pedagogy Training 4 hrs	\$182.90	08/26/20-10/22/20
Bugay, David	Distance Education Pedagogy Training 4 hrs	\$182.90	09/24/20-10/22/20
Hernandez, Annette	Distance Education Pedagogy Training 4 hrs	\$182.90	09/17/20-09/25/20
Jeong, Bo Reum	Distance Education Pedagogy Training 4 hrs	\$182.90	10/02/20-10/22/20
Kibler-McNerney, Joanna	Distance Education Pedagogy Training 4 hrs	\$182.90	07/18/20-10/22/20
Nieves, Gabriel	Distance Education Pedagogy Training 4 hrs	\$182.90	09/04/20-10/22/20

2. It is recommended that the following **Saddleback College** faculty members be compensated upon completion of Distance Education Pedagogy Training (20 hrs).

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Cervantes, Rebecca	Distance Education Pedagogy Training 20 hrs	\$883.20	03/11/20-03/20/20
Gutierrez, Crystal	Distance Education Pedagogy Training 20 hrs	\$883.20	03/11/20-03/20/20

F. ADMINISTRATOR CONTRACT EXTENSIONS

1. The following South Orange County Community College District Administrators are to receive the specified contract extension, effective July 1, 2021. (Exhibit B)

<u>Administrator</u>	<u>Assignment</u>	<u>Salary Placement</u>	<u>Contract Term/Yr.</u>
1. Alvarado, Christian	Dean, Enrollment Services	Range 22 Step 8	7/01/21- 06/30/22
2. Avalos, Juan	Vice President for Student Services	Range 25 Step 8	07/01/21- 06/30/23
3. Clauss, Daniel	Dean of Kinesiology & Athletics	Range 22 Step 6	07/01/21- 06/30/22
4. d'Arcy, Kim	Director, Learning Assistance, Online Education and Learning Resources	Range 17 Step 6	07/01/21- 06/30/23
5. Feldhus, Karima	Executive Dean of Extended Learning, Categorical	Range 23 Step 8	07/01/21- 06/30/23
6. Gabel, Ann-Marie	Vice Chancellor, Business Services	Range 27 Step 8	07/01/21- 06/30/24
7. Hinkle, Christina	Dean of Social and Behavioral Sciences	Range 22 Step 7	07/01/21- 06/30/23
8. Irwin, Kari	Assistant Dean of Career and Technical Education	Range 20 Step 6	07/01/21- 06/30/23
9. Khachatryan, Davit	Vice President, College Administrative Services	Range 25 Step 8	07/01/21- 06/30/23
10. McCann, Elizabeth	Executive Director of College Foundation	Range 22 Step 7	07/01/21- 06/30/23
11. Oliveri, Domenica	Assistant Dean, Health Sciences & Human Services/Director of Nursing	Range 20 Step 5	07/01/21- 06/30/23
12. Oransky, Elissa	Executive Director of College Foundation	Range 22 Step 8	07/01/21- 06/30/23
13. Shackelford, Keith	Dean, Health Science, Kinesiology and Athletics	Range 22 Step 8	07/01/21- 06/30/23
14. Stern, Elliot	President	Range 27 Step 8	07/01/21- 06/30/24
15. Totorp, Randy	Athletic Director/Assistant Dean of Kinesiology and Athletics	Range 20 Step 7	07/01/21- 06/30/23
16. VanSchoelandt, Debra	Dean of Career and Continuing Education and Integrated Design, Engineering and Automation	Range 22 Step 5	07/01/21- 06/30/23
17. Vo-Kumamoto, Tram	Vice President for Instruction	Range 25 Step 7	07/01/21- 06/30/23
18. Vyskocil, Cindy	Vice Chancellor, Human Resources	Range 27 Step 8	07/01/21- 06/30/24
19. Wathen, Cory	Vice President, College Administrative Services	Range 25 Step 8	07/01/21- 06/30/23

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. KUCHARSKI, PHILLIS, ID #011601, Nursing Instructor (Ped./Med-Surg.) #P0001018, Division of Health Sciences and Human Services, Saddleback College, retirement effective December 17, 2020. Start date: August 13, 2001. Years of Service: 19 years 4 Months.
2. NELSON, CANDY, ID #015151, Nursing Instructor #P0001634, Division of Health Sciences and Human Services, Saddleback College, retirement effective December 17, 2020. Start date: August 16, 2010. Length of Service: 10 Years 4 Months



Office of Human Resources

**AGREEMENT FOR EMPLOYMENT OF
DEAN OF ENROLLMENT SERVICES
SADDLEBACK COLLEGE
BETWEEN**

**THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
CHRISTIAN ALVARADO**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Christian Alvarado (hereinafter "Mr. Alvarado").

IT IS HEREBY AGREED AS FOLLOWS:

1. Dean of Enrollment Services. Mr. Alvarado is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2022, as the Dean of Enrollment Services. The Dean of Enrollment Services is a classified employee as defined in Education Code Section 87001.5(a), a classified administrator or student services administrator as defined in Education Code Section 87002(c), 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. Mr. Alvarado shall perform all of the powers and duties of the position of Dean of Enrollment Services, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Mr. Alvarado may be transferred or assigned to any duties or positions for which he 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 Dean of Enrollment Services shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 22, Step 8, \$218,820 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Dean of Enrollment Services' 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. Mr. Alvarado shall be required to render 12 months of full and regular service (approximately 243 days depending on the calendar year) to the District during each annual period covered by this Agreement, or any successor. Mr. Alvarado shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Mr. Alvarado 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. Mr. Alvarado may accrue vacation days up to a maximum of forty-eight (48) days. Once he reaches this maximum amount he will cease to accrue

additional vacation benefits until his balance falls below the maximum amount. Upon termination or expiration of this Agreement, Mr. Alvarado shall be entitled to compensation for unused and accrued vacation days at his 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 Vice President for Student Services.

6. Performance Evaluations.

6.1 The Vice President for Student Services will provide Mr. Alvarado with periodic opportunities to discuss the Vice President/ Dean's relationship.

6.2 The Vice President for Student Services will set Mr. Alvarado's goals for each 12-month period by June 20 of each college year. Mr. Alvarado's performance in achieving those goals and carrying out his other duties will be evaluated by the Vice President by October 20 of that college year.

7. Expenses and Required Memberships:

7.1 The District shall reimburse Mr. Alvarado, 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 Mr. Alvarado in the performance of the duties of Dean of Enrollment Services.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Mr. Alvarado for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Mr. Alvarado with a monthly stipend of \$250 to cover use of a personal automobile within Orange County and a monthly allowance of \$165 to cover cellular telephone expenses.

8. Fringe Benefits:

8.1 The District shall provide to Mr. Alvarado, his spouse/registered domestic partner, and eligible dependents, all health and welfare benefits which presently include health, medical, dental, and vision 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, Mr. Alvarado, his spouse/registered domestic partner, 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, and 72411.5. If the Board determines to exercise its right to not renew this Agreement, the Board shall send the Dean of Enrollment Services written notice of non-renewal at least six months in advance of the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Dean of Enrollment Services, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or

without cause. If the Board fails to provide written notice of non-renewal six months prior to the termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee, shall provide the Dean of Enrollment Services with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include any conduct constituting a material breach of the terms of this Agreement. The Dean of Enrollment Services shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Dean of Enrollment Services may, at his own expense, be represented at this meeting by counsel of his choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Dean of Enrollment Services, provide the Dean of Enrollment Services with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Dean of Enrollment Services shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Dean of Enrollment Services shall immediately cease to receive the compensation, benefits and allowances set forth in this Agreement.

9.4 In addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Dean of Enrollment Services with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Dean of Enrollment Services shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Mr. Alvarado's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Dean of Enrollment Services is convicted of a crime constituting an "abuse of office," the Dean of Enrollment Services shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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 _____
Christian Alvarado
Dean of Enrollment Services
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
VICE PRESIDENT FOR STUDENT SERVICES
SADDLEBACK COLLEGE
BETWEEN**

**THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DR. JUAN AVALOS**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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. Juan Avalos (hereinafter "Dr. Avalos").

IT IS HEREBY AGREED AS FOLLOWS:

1. Vice President for Student Services. Dr. Avalos is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Vice President for Student Services. The Vice President for Student Services is an academic employee as defined in Education Code Section 87001(a), an educational 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. Avalos shall perform all of the powers and duties of the position of Vice President for Student Services, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Dr. Avalos may be transferred or assigned to any duties or positions for which he 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 Vice President for Student Services shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 25, Step 8, \$253,320 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Vice President for Student Services' 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. Avalos 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. Avalos shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Dr. Avalos 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. Avalos may accrue vacation days up to a maximum of forty-eight (48) days. Once he reaches this maximum amount, he will cease to accrue additional vacation benefits until his balance falls below the

maximum amount. Upon termination or expiration of this Agreement, Dr. Avalos shall be entitled to compensation for unused and accrued vacation days at his 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 President of Saddleback College.

6. Performance Evaluations.

6.1 The President of Saddleback College will provide Dr. Avalos with periodic opportunities to discuss the President/Vice President's relationship.

6.2 The President of Saddleback College will set Dr. Avalos' goals for each 12-month period by June 20 of each college year. Dr. Avalos' performance in achieving those goals and carrying out his other duties will be evaluated by the President of Saddleback College by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Dr. Avalos, 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. Avalos in the performance of the duties of Vice President for Student Services.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Dr. Avalos for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Dr. Avalos with a monthly stipend of \$475 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. Avalos, his spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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. Avalos, his spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Vice President for Student Services written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Vice President for Student Services, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The

procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Vice President for Student Services with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Vice President for Student Services shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Vice President for Student Services may, at his own expense, be represented at this meeting by counsel of his choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Vice President for Student Services, provide the Vice President for Student Services with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Vice President for Student Services shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Vice President for Student Services shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Dr. Avalos has not previously acquired tenure in the District as a faculty member, he shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, he will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Vice President for Student Services with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Vice President for Student Services shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Dr. Avalos' right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Vice President for Student Services is convicted of a crime constituting an "abuse of office," the Vice President for Student Services shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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. Juan Avalos
Vice President for Student Services
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
DEAN OF KINESIOLOGY AND ATHLETICS
SADDLEBACK COLLEGE
BETWEEN**

**THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DANIEL CLAUSS**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Daniel Clauss (hereinafter "Mr. Clauss").

IT IS HEREBY AGREED AS FOLLOWS:

1. Dean of Kinesiology and Athletics. Mr. Clauss is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2022, as the Dean of Kinesiology and Athletics. The Dean of Kinesiology and Athletics is an academic employee as defined in Education Code Section 87001(a), an educational 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. Mr. Clauss shall perform all of the powers and duties of the position of Dean of Kinesiology and Athletics, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Mr. Clauss may be transferred or assigned to any duties or positions for which he 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 Dean of Kinesiology and Athletics shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 22, Step 6, \$198,468 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Dean of Kinesiology and Athletics' 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. Mr. Clauss 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. Mr. Clauss shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Mr. Clauss 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. Mr. Clauss may accrue vacation days up to a maximum of forty-eight (48) days. Once he reaches this maximum amount, he will cease to accrue additional vacation benefits until his balance falls below the maximum

amount. Upon termination or expiration of this Agreement, Mr. Clauss shall be entitled to compensation for unused and accrued vacation days at his 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 Vice President for Instruction.

6. Performance Evaluations.

6.1 The Vice President for Instruction will provide Mr. Clauss with periodic opportunities to discuss the Vice President/Dean's relationship.

6.2 The Vice President for Instruction will set Mr. Clauss' goals for each 12-month period by June 20 of each college year. Mr. Clauss' performance in achieving those goals and carrying out his other duties will be evaluated by the Vice President for Instruction by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Mr. Clauss, 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 Mr. Clauss in the performance of the duties of Dean of Kinesiology and Athletics.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Mr. Clauss for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Mr. Clauss with a monthly stipend of \$250 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 Mr. Clauss, his spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Mr. Clauss, his spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Dean of Kinesiology and Athletics written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Dean of Kinesiology and Athletics, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The

procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Dean of Kinesiology and Athletics with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Dean of Kinesiology and Athletics shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Dean of Kinesiology and Athletics may, at his own expense, be represented at this meeting by counsel of his choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Dean of Kinesiology and Athletics, provide the Dean of Kinesiology and Athletics with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Dean of Kinesiology and Athletics shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Dean of Kinesiology and Athletics shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Mr. Clauss has not previously acquired tenure in the District as a faculty member, he shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, he will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Dean of Kinesiology and Athletics with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Dean of Kinesiology and Athletics shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Mr. Clauss' right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Dean of Kinesiology and Athletics is convicted of a crime constituting an "abuse of office," the Dean of Kinesiology and Athletics shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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 _____
Mr. Daniel Clauss
Dean of Kinesiology and Athletics
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
DIRECTOR OF LEARNING ASSISTANCE
SADDLEBACK COLLEGE
BETWEEN**

**THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DR. KIM d'ARCY**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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. Kim d'Arcy (hereinafter "Dr. d'Arcy").

IT IS HEREBY AGREED AS FOLLOWS:

1. Director of Learning Assistance. Dr. d'Arcy is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Director of Learning Assistance. The Director of Learning Assistance is an academic employee as defined in Education Code Section 87001(a), an educational 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. d'Arcy shall perform all of the powers and duties of the position of Director of Learning Assistance, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Dr. d'Arcy 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 Director of Learning Assistance shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 17, Step 6, \$155,496 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Director of Learning Assistance's 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. d'Arcy 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. d'Arcy shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Dr. d'Arcy 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. d'Arcy may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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. d'Arcy 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 Online Education and Learning Resources.

6. Performance Evaluations.

6.1 The Dean of Online Education and Learning Resources will provide Dr. d'Arcy with periodic opportunities to discuss the Dean/Director's relationship.

6.2 The Dean of Online Education and Learning Resources will set Dr. d'Arcy's goals for each 12-month period by June 20 of each college year. Dr. d'Arcy's performance in achieving those goals and carrying out her other duties will be evaluated by the Dean of Online Education and Learning Resources by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Dr. d'Arcy, 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. d'Arcy in the performance of the duties of Director of Learning Assistance.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Dr. d'Arcy for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Dr. d'Arcy 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. d'Arcy, her spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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. d'Arcy, her spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Director of Learning Assistance written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Director of Learning Assistance, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The

procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Director of Learning Assistance with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Director of Learning Assistance shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Director of Learning Assistance may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Director of Learning Assistance, provide the Director of Learning Assistance with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Director of Learning Assistance shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Director of Learning Assistance shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Dr. d'Arcy has not previously acquired tenure in the District as a faculty member, she shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, she will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Director of Learning Assistance with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Director of Learning Assistance shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Dr. d'Arcy's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Director of Learning Assistance is convicted of a crime constituting an "abuse of office," the Director of Learning Assistance shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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. Kim d'Arcy
Director of Learning Assistance
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
EXECUTIVE DEAN OF EXTENDED LEARNING (CATEGORICAL)
SADDLEBACK COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DR. KARIMA FELDHUS**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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. Karima Feldhus (hereinafter "Dr. Feldhus").

IT IS HEREBY AGREED AS FOLLOWS:

1. Executive Dean of Extended Learning. Dr. Feldhus is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Executive Dean of Extended Learning. The Executive Dean of Extended Learning is an academic employee as defined in Education Code Section 87001(a), an educational 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. Feldhus shall perform all of the powers and duties of the position of Executive Dean of Extended Learning, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Dr. Feldhus 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 Executive Dean of Extended Learning shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 23, Step 8, \$229,788 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Executive Dean of Extended Learning's 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. Feldhus 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. Feldhus shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Dr. Feldhus 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. Feldhus may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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. Feldhus 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 Vice President for Instruction.

6. Performance Evaluations.

6.1 The Vice President for Instruction will provide Dr. Feldhus with periodic opportunities to discuss the Vice President/Executive Dean's relationship.

6.2 The Vice President for Instruction will set Dr. Feldhus' goals for each 12-month period by June 20 of each college year. Dr. Feldhus' performance in achieving those goals and carrying out her other duties will be evaluated by the Vice President for Instruction by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Dr. Feldhus, 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. Feldhus in the performance of the duties of Executive Dean of Extended Learning.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Dr. Feldhus for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Dr. Feldhus with a monthly stipend of \$360 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. Feldhus, her spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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. Feldhus, her spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Executive Dean of Extended Learning written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Executive Dean of Extended Learning, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The

procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Executive Dean of Extended Learning with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Executive Dean of Extended Learning shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Executive Dean of Extended Learning may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Executive Dean of Extended Learning, provide the Executive Dean of Extended Learning with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Executive Dean of Extended Learning shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Executive Dean of Extended Learning shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Dr. Feldhus has not previously acquired tenure in the District as a faculty member, she shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, she will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Executive Dean of Extended Learning with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Executive Dean of Extended Learning shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Dr. Feldhus' right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Executive Dean of Extended Learning is convicted of a crime constituting an "abuse of office," the Executive Dean of Extended Learning shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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. Karima Feldhus
Executive Dean of Extended Learning
Saddleback College

Dated _____



Office of Human Resources

**AGREEMENT FOR EMPLOYMENT OF
VICE CHANCELLOR OF BUSINESS SERVICES
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
ANN-MARIE GABEL**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Ms. Ann-Marie Gabel (hereinafter "Vice Chancellor" or "Ms. Gabel").

IT IS HEREBY AGREED AS FOLLOWS:

1. Vice Chancellor of Business Services. Ms. Gabel is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2024, as the Vice Chancellor of Business Services. The Vice Chancellor of Business Services is a classified employee as defined in Education Code Section 87001.5(a), a classified administrator or student services administrator as defined in Education Code Section 87002(c), 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. Ms. Gabel shall perform all of the powers and duties of the position of Vice Chancellor of Business Services, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Ms. Gabel 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 Vice Chancellor of Business Services shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 27, Step 8, \$279,288 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Vice Chancellor of Business Services' 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. Ms. Gabel shall be required to render 12 months of full and regular service (approximately 243 days depending on the calendar year) to the District during each annual period covered by this Agreement, or any successor. Ms. Gabel shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Ms. Gabel 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. Ms. Gabel may accrue vacation days up to a maximum of forty-eight (48)

days. Once she 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, Ms. Gabel 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 Chancellor.

6. Performance Evaluations.

6.1 The Chancellor will provide Ms. Gabel with periodic opportunities to discuss the Chancellor/Vice Chancellor's relationship.

6.2 The Chancellor will set Ms. Gabel's goals for each 12-month period by June 20 of each college year. Ms. Gabel's performance in achieving those goals and carrying out her other duties will be evaluated by the Chancellor by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Ms. Gabel, 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 Ms. Gabel in the performance of the duties of Vice Chancellor of Business Services.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Ms. Gabel for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Ms. Gabel with a monthly stipend of \$625 to cover use of a personal automobile within Orange County and a monthly allowance of \$165 to cover cellular telephone expenses.

7.3 The District shall furnish the Vice Chancellor with a computer and printer for the Vice Chancellor's use at home during the term of this Agreement. The Vice Chancellor shall maintain internet service and a dedicated telephone line (landline) at her residence, and shall additionally obtain a cellular telephone and service from a carrier of her choice. A monthly allowance of \$100 will be provided to cover telephone/internet expenses.

8. Fringe Benefits. The District shall provide to Ms. Gabel, her spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Ms. Gabel, her spouse/registered domestic partner, 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, and 72411.5. If the Board determines to exercise its right to not renew this Agreement, the Board shall send the Vice Chancellor of Business Services written notice of non-renewal at least six months in advance of the

termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Vice Chancellor of Business Services, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide written notice of non-renewal six months prior to the termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Vice Chancellor of Business Services with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include any conduct constituting a material breach of the terms of this Agreement. The Vice Chancellor of Business Services shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Vice Chancellor of Business Services may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Vice Chancellor of Business Services, provide the Vice Chancellor of Business Services with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Vice Chancellor of Business Services shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Vice Chancellor of Business Services shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

9.4 In addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Vice Chancellor of Business Services with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Vice Chancellor of Business Services shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Ms. Gabel's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Vice Chancellor of Business Services is convicted of a crime constituting an "abuse of office," the Vice Chancellor of Business Services shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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 _____
Ms. Ann-Marie Gabel
Vice Chancellor of Business Services
South Orange County Community College District

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
DEAN OF SOCIAL AND BEHAVIORAL SCIENCES
SADDLEBACK COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
CHRISTINA HINKLE**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Christina Hinkle (hereinafter "Ms. Hinkle").

IT IS HEREBY AGREED AS FOLLOWS:

1. Dean of Social and Behavioral Sciences. Ms. Hinkle is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Dean of Social and Behavioral Sciences. The Dean of Social and Behavioral Sciences is an academic employee as defined in Education Code Section 87001(a), an educational 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. Ms. Hinkle shall perform all of the powers and duties of the position of Dean of Social and Behavioral Sciences, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Ms. Hinkle 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 Dean of Social and Behavioral Sciences shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 22, Step 7, \$208,404 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Dean of Social and Behavioral Sciences' 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. Ms. Hinkle 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. Ms. Hinkle shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Ms. Hinkle 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. Ms. Hinkle may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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, Ms. Hinkle 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 Vice President for Instruction.

6. Performance Evaluations.

6.1 The Vice President for Instruction will provide Ms. Hinkle with periodic opportunities to discuss the Vice President/Dean's relationship.

6.2 The Vice President for Instruction will set Ms. Hinkle's goals for each 12-month period by June 20 of each college year. Ms. Hinkle's performance in achieving those goals and carrying out her other duties will be evaluated by the Vice President for Instruction by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Ms. Hinkle, 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 Ms. Hinkle in the performance of the duties of Dean of Social and Behavioral Sciences.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Ms. Hinkle for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Ms. Hinkle with a monthly stipend of \$250 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 Ms. Hinkle, her spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Ms. Hinkle, her spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Dean of Social and Behavioral Sciences written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Dean of Social and Behavioral Sciences, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The

procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Dean of Social and Behavioral Sciences with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Dean of Social and Behavioral Sciences shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Dean of Social and Behavioral Sciences may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Dean of Social and Behavioral Sciences, provide the Dean of Social and Behavioral Sciences with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Dean of Social and Behavioral Sciences shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Dean of Social and Behavioral Sciences shall immediately cease to receive the compensation, benefits and allowances set forth in this Agreement.

Since Ms. Hinkle has not previously acquired tenure in the District as a faculty member, she shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, she will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Dean of Social and Behavioral Sciences with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Dean of Social and Behavioral Sciences shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Ms. Hinkle's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Dean is convicted of a crime constituting an "abuse of office," the Dean shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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 _____
Ms. Christina Hinkle
Dean of Social and Behavioral Sciences
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
ASSISTANT DEAN OF CAREER AND TECHNICAL EDUCATION
SADDLEBACK COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
KARI IRWIN**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Kari Irwin (hereinafter "Ms. Irwin").

IT IS HEREBY AGREED AS FOLLOWS:

1. Assistant Dean of Career and Technical Education. Ms. Irwin is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Assistant Dean of Career and Technical Education. The Assistant Dean of Career and Technical Education is an academic employee as defined in Education Code Section 87001(a), an educational 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. Ms. Irwin shall perform all of the powers and duties of the position of Assistant Dean of Career and Technical Education, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Ms. Irwin 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 Assistant Dean of Career and Technical Education shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 20, Step 6, \$180,024 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Assistant Dean of Career and Technical Education's 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. Ms. Irwin 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. Ms. Irwin shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Ms. Irwin 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. Ms.

Irwin may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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, Ms. Irwin 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 Economic and Workforce Development and Business Sciences.

6. Performance Evaluations.

6.1 The Dean of Economic and Workforce Development and Business Sciences will provide Ms. Irwin with periodic opportunities to discuss the Dean/Assistant Dean's relationship.

6.2 The Dean of Economic and Workforce Development and Business Sciences will set Ms. Irwin's goals for each 12-month period by June 20 of each college year. Ms. Irwin's performance in achieving those goals and carrying out her other duties will be evaluated by the Dean of Economic and Workforce Development and Business Science by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Ms. Irwin, 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 Ms. Irwin in the performance of the duties of Assistant Dean of Career and Technical Education.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Ms. Irwin for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Ms. Irwin 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 Ms. Irwin, her spouse/registered domestic partner, and eligible dependents, all health and welfare benefits which presently include health, medical, dental, and vision 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, Ms. Irwin, her spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Assistant Dean of Career and Technical Education written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Assistant Dean of Career and Technical Education, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to

provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Assistant Dean of Career and Technical Education with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Assistant Dean of Career and Technical Education shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Assistant Dean of Career and Technical Education may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Assistant Dean of Career and Technical Education, provide the Assistant Dean of Career and Technical Education with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Assistant Dean of Career and Technical Education shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Assistant Dean of Career and Technical Education shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Ms. Irwin has not previously acquired tenure in the District as a faculty member, she shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, she will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Assistant Dean of Career and Technical Education with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Assistant Dean of Career and Technical Education shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Ms. Irwin's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Dean is convicted of a crime constituting an "abuse of office," the Dean shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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 _____
Ms. Kari Irwin
Assistant Dean of Career and Technical Education
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
VICE PRESIDENT FOR COLLEGE ADMINISTRATIVE SERVICES
IRVINE VALLEY COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DAVIT KHACHATRYAN**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Mr. Davit Khachatryan (hereinafter "Mr. Khachatryan").

IT IS HEREBY AGREED AS FOLLOWS:

1. Vice President for College Administrative Services. Mr. Khachatryan is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Vice President for College Administrative Services. The Vice President for College Administrative Services is a classified employee as defined in Education Code Section 87001.5(a), a classified administrator or student services administrator as defined in Education Code Section 87002(c), 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. Mr. Khachatryan shall perform all of the powers and duties of the position of Vice President for College Administrative Services, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Mr. Khachatryan may be transferred or assigned to any duties or positions for which he 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 Vice President for College Administrative Services shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 25, Step 8, \$253,320 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Vice President for College Administrative Services' 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. Mr. Khachatryan shall be required to render 12 months of full and regular service (approximately 243 days depending on the calendar year) to the District during each annual period covered by this Agreement, or any successor. Mr. Khachatryan shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Mr. Khachatryan 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. Mr. Khachatryan may accrue vacation days up to a maximum of forty-eight (48) days. Once he reaches this maximum amount, he will cease to accrue additional vacation benefits until his balance falls below the maximum amount. Upon termination or expiration of this Agreement, Mr. Khachatryan shall be entitled to compensation for unused and accrued vacation days at his 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 President of Irvine Valley College.

6. Performance Evaluations.

6.1 The President of Irvine Valley College will provide Mr. Khachatryan with periodic opportunities to discuss the President/Vice President's relationship.

6.2 The President of Irvine Valley College will set Mr. Khachatryan's goals for each 12-month period by June 20 of each college year. Mr. Khachatryan's performance in achieving those goals and carrying out his other duties will be evaluated by the President of Irvine Valley College by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Mr. Khachatryan, 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 Mr. Khachatryan in the performance of the duties of Vice President for College Administrative Services.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Mr. Khachatryan for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Mr. Khachatryan with a monthly stipend of \$475 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 Mr. Khachatryan, his spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Mr. Khachatryan, his spouse/registered domestic partner, 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, and 72411.5. If the Board determines to exercise its right to not renew this Agreement, the Board shall send the Vice President for College Administrative Services written notice of non-renewal at least six months in advance of the termination date of this Agreement, or any amendment thereto. If the Board provides such

written notice to the Vice President for College Administrative Services, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide written notice of non-renewal six months prior to the termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Vice President for College Administrative Services with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include any conduct constituting a material breach of the terms of this Agreement. The Vice President for College Administrative Services shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Vice President for College Administrative Services may, at his own expense, be represented at this meeting by counsel of his choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Vice President for College Administrative Services, provide the Vice President for College Administrative Services with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Vice President for College Administrative Services shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Vice President for College Administrative Services shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

9.4 In addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Vice President for College Administrative Services with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Vice President for College Administrative Services shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Mr. Khachatryan's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Vice President for College Administrative Services is convicted of a crime constituting an "abuse of office," the Vice President for College Administrative Services shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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 _____
Mr. Davit Khachatryan
Vice President for College Administrative Services
Irvine Valley College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
EXECUTIVE DIRECTOR OF COLLEGE FOUNDATION
SADDLEBACK COLLEGE
BETWEEN**

**THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
ELIZABETH MCCANN**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Elizabeth McCann (hereinafter "Ms. McCann").

IT IS HEREBY AGREED AS FOLLOWS:

1. Executive Director of College Foundation. Ms. McCann is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Executive Director of College Foundation. The Executive Director of College Foundation is a classified employee as defined in Education Code Section 87001.5(a), a classified administrator or student services administrator as defined in Education Code Section 87002(c), 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. Ms. McCann shall perform all of the powers and duties of the position of Executive Director of College Foundation, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Ms. McCann 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 Executive Director of College Foundation shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 22, Step 7, \$208,404 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Executive Director of College Foundation's 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. Ms. McCann shall be required to render 12 months of full and regular service (approximately 243 days, depending on the calendar year) to the District during each annual period covered by this Agreement, or any successor. Ms. McCann shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Ms. McCann 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. Ms. McCann may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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, Ms. McCann 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 President of Saddleback College.

6. Performance Evaluations.

6.1 The President of Saddleback College will provide Ms. McCann with periodic opportunities to discuss the President/Executive Director's relationship.

6.2 The President of Saddleback College will set Ms. McCann's goals for each 12-month period by June 20 of each college year. Ms. McCann's performance in achieving those goals and carrying out her other duties will be evaluated by the President of Saddleback College by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Ms. McCann, 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 Ms. McCann in the performance of the duties of Executive Director of College Foundation.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Ms. McCann for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Ms. McCann with a monthly stipend of \$250 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 Ms. McCann, her spouse/registered domestic partner, and eligible dependents, all health and welfare benefits which presently include health, medical, dental, and vision 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, Ms. McCann, her spouse/registered domestic partner, 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, and 72411.5. If the Board determines to exercise its right to not renew this Agreement, the Board shall send the Executive Director of College Foundation written notice of non-renewal at least six months in advance of the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Executive Director of College Foundation, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide written notice of non-renewal six months prior to the termination date of this Agreement, this Agreement shall remain in effect for one additional year.

from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Executive Director of College Foundation with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include any conduct constituting a material breach of the terms of this Agreement. The Executive Director of College Foundation shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Executive Director of College Foundation may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Executive Director of College Foundation, provide the Executive Director of College Foundation with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Executive Director of College Foundation shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Executive Director of College Foundation shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

9.4 In addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Executive Director of College Foundation with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Executive Director of College Foundation shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Ms. McCann's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Executive Director of College Foundation is convicted of a crime constituting an "abuse of office," the Executive Director of College Foundation shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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 _____
Ms. Elizabeth McCann
Executive Director of College Foundation
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
ASSISTANT DEAN OF HEALTH SCIENCES AND HUMAN
SERVICES/DIRECTOR OF NURSING
SADDLEBACK COLLEGE**

**BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DR. DOMENICA OLIVERI**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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. Domenica Oliveri (hereinafter "Dr. Oliveri").

IT IS HEREBY AGREED AS FOLLOWS:

1. Assistant Dean of Health Sciences and Human Services/Director of Nursing. Dr. Oliveri is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Assistant Dean of Health Sciences and Human Services/Director of Nursing. The Assistant Dean of Health Sciences and Human Services/Director of Nursing is an academic employee as defined in Education Code Section 87001(a), an educational 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. Oliveri shall perform all of the powers and duties of the position of Assistant Dean of Health Sciences and Human Services/Director of Nursing, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Dr. Oliveri 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 Assistant Dean of Health Sciences and Human Services/Director of Nursing shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 20, Step 5, \$171,444 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Assistant Dean of Health Sciences and Human Services/Director of Nursing's 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. Oliveri 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. Oliveri shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Dr. Oliveri 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. Oliveri may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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. Oliveri 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 Health Sciences and Human Services.

6. Performance Evaluations.

6.1 The Dean of Health Sciences and Human Services will provide Dr. Oliveri with periodic opportunities to discuss the Dean/Assistant Dean's relationship.

6.2 The Dean of Health Sciences and Human Services will set Dr. Oliveri's goals for each 12-month period by June 20 of each college year. Dr. Oliveri's performance in achieving those goals and carrying out her other duties will be evaluated by the Dean of Health Sciences and Human Services by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Dr. Oliveri, 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. Oliveri in the performance of the duties of Assistant Dean of Health Sciences and Human Services/Director of Nursing.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Dr. Oliveri for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Dr. Oliveri 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. Oliveri, her spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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. Oliveri, her spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Assistant Dean of Health Sciences and Human Services/Director of Nursing written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Assistant Dean of Health Sciences and Human Services/Director of Nursing, this Agreement will terminate effective at the close of business on the

next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Assistant Dean of Health Sciences and Human Services/Director of Nursing with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Assistant Dean of Health Sciences and Human Services/Director of Nursing shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Assistant Dean of Health Sciences and Human Services/Director of Nursing may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Assistant Dean of Health Sciences and Human Services/Director of Nursing, provide the Assistant Dean of Health Sciences and Human Services/Director of Nursing with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Assistant Dean of Health Sciences and Human Services/Director of Nursing shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Assistant Dean of Health Sciences and Human Services/Director of Nursing shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Dr. Oliveri has not previously acquired tenure in the District as a faculty member, she shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, she will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Assistant Dean of Health Sciences and Human Services/Director of Nursing with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Assistant Dean of Health Sciences and Human Services/Director of Nursing shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Dr. Oliveri's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Assistant Dean of Health Sciences and Human Services/Director of Nursing is convicted of a crime constituting an "abuse of office," the Assistant Dean of Health Sciences and Human Services/Director of Nursing shall reimburse the District to the fullest extent

mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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. Domenica Oliveri
Assistant Dean of Health Sciences and Human Services/Director of Nursing
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
EXECUTIVE DIRECTOR OF COLLEGE FOUNDATION
IRVINE VALLEY COLLEGE
BETWEEN**

**THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
ELISSA ORANSKY**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Elissa Oransky (hereinafter "Ms. Oransky").

IT IS HEREBY AGREED AS FOLLOWS:

1. Executive Director of College Foundation. Ms. Oransky is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Executive Director of College Foundation. The Executive Director of College Foundation is a classified employee as defined in Education Code Section 87001.5(a), a classified administrator or student services administrator as defined in Education Code Section 87002(c), 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. Ms. Oransky shall perform all of the powers and duties of the position of Executive Director of College Foundation, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Ms. Oransky 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 Executive Director of College Foundation shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 22, Step 8, \$218,820 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Executive Director of College Foundation's 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. Ms. Oransky shall be required to render 12 months of full and regular service (approximately 243 days depending on the calendar year) to the District during each annual period covered by this Agreement, or any successor. Ms. Oransky shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Ms. Oransky 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. Ms. Oransky may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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, Ms. Oransky 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 President of Irvine Valley College.

6. Performance Evaluations.

6.1 The President of Irvine Valley College will provide Ms. Oransky with periodic opportunities to discuss the President/Executive Director's relationship.

6.2 The President of Irvine Valley College will set Ms. Oransky's goals for each 12-month period by June 20 of each college year. Ms. Oransky's performance in achieving those goals and carrying out her other duties will be evaluated by the President of Irvine Valley College by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Ms. Oransky, 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 Ms. Oransky in the performance of the duties of Executive Director of College Foundation.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Ms. Oransky for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Ms. Oransky with a monthly stipend of \$250 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 Ms. Oransky, her spouse/registered domestic partner, and eligible dependents, all health and welfare benefits which presently include health, medical, dental, and vision 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, Ms. Oransky, her spouse/registered domestic partner, 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, and 72411.5. If the Board determines to exercise its right to not renew this Agreement, the Board shall send the Executive Director of College Foundation written notice of non-renewal at least six months in advance of the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Executive Director of College Foundation, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide written notice of non-renewal six months prior to the termination date of this Agreement, this Agreement shall remain in effect for one additional year.

from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Executive Director of College Foundation with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include any conduct constituting a material breach of the terms of this Agreement. The Executive Director of College Foundation shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Executive Director of College Foundation may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Executive Director of College Foundation, provide the Executive Director of College Foundation with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Executive Director of College Foundation shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Executive Director of College Foundation shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

9.4 In addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Executive Director of College Foundation with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Executive Director of College Foundation shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Ms. Oransky's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Executive Director of College Foundation is convicted of a crime constituting an "abuse of office," the Executive Director of College Foundation shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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 _____
Ms. Elissa Oransky
Executive Director of College Foundation
Irvine Valley College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
DEAN OF HEALTH SCIENCES, KINESIOLOGY AND ATHLETICS
IRVINE VALLEY COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
KEITH SHACKLEFORD**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Keith Shackelford (hereinafter "Mr. Shackelford").

IT IS HEREBY AGREED AS FOLLOWS:

1. Dean of Health Sciences, Kinesiology and Athletics. Mr. Shackelford is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Dean of Health Sciences, Kinesiology and Athletics. The Dean of Health Sciences, Kinesiology and Athletics is an academic employee as defined in Education Code Section 87001(a), an educational 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. Mr. Shackelford shall perform all of the powers and duties of the position of Dean of Health Sciences, Kinesiology and Athletics, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Mr. Shackelford may be transferred or assigned to any duties or positions for which he 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 Dean of Health Sciences, Kinesiology and Athletics shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 22, Step 8, \$218,820 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Dean of Health Sciences, Kinesiology and Athletics' 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. Mr. Shackelford 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. Mr. Shackelford shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Mr. Shackelford 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. Mr. Shackleford may accrue vacation days up to a maximum of forty-eight (48) days. Once he reaches this maximum amount, he will cease to accrue additional vacation benefits until his balance falls below the maximum amount. Upon termination or expiration of this Agreement, Mr. Shackleford shall be entitled to compensation for unused and accrued vacation days at his 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 Vice President for Instruction.

6. Performance Evaluations.

6.1 The Vice President for Instruction will provide Mr. Shackleford with periodic opportunities to discuss the Vice President/Dean's relationship.

6.2 The Vice President for Instruction will set Mr. Shackleford's goals for each 12-month period by June 20 of each college year. Mr. Shackleford's performance in achieving those goals and carrying out his other duties will be evaluated by the Vice President for Instruction by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Mr. Shackleford, 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 Mr. Shackleford in the performance of the duties of Dean of Health Sciences, Kinesiology and Athletics.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Mr. Shackleford for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Mr. Shackleford with a monthly stipend of \$250 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 Mr. Shackleford, his spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Mr. Shackleford, his spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Dean of Health Sciences, Kinesiology and Athletics written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Dean of Health Sciences, Kinesiology and Athletics, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to

provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Dean of Health Sciences, Kinesiology and Athletics with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Dean of Health Sciences, Kinesiology and Athletics shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Dean of Health Sciences, Kinesiology and Athletics may, at his own expense, be represented at this meeting by counsel of his choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Dean of Health Sciences, Kinesiology and Athletics, provide the Dean of Health Sciences, Kinesiology and Athletics with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Dean of Health Sciences, Kinesiology and Athletics shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Dean of Health Sciences, Kinesiology and Athletics shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Mr. Shackleford has not previously acquired tenure in the District as a faculty member, he shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, he will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Dean of Health Sciences, Kinesiology and Athletics with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Dean of Health Sciences, Kinesiology and Athletics shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Mr. Shackleford's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Dean of Health Sciences, Kinesiology and Athletics is convicted of a crime constituting an "abuse of office," the Dean of Health Sciences, Kinesiology and Athletics shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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 _____
Mr. Keith Shackleford
Dean of Health Sciences, Kinesiology and Athletics
Irvine Valley College

Dated _____



Office of Human Resources

**AGREEMENT FOR EMPLOYMENT OF
PRESIDENT
SADDLEBACK COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DR. ELLIOT STERN**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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. Elliot Stern (hereinafter "President" or "Dr. Stern").

IT IS HEREBY AGREED AS FOLLOWS:

1. President of Saddleback College. Dr. Stern is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2024, as the President of Saddleback College. The President of Saddleback College is an academic employee as defined in Education Code Section 87001(a), an educational 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. Stern shall perform all of the powers and duties of the position of President of Saddleback College, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Dr. Stern may be transferred or assigned to any duties or positions for which he 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 President of Saddleback College shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 27, Step 8, \$279,288 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the President of Saddleback College's 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. Stern 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. Stern shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Dr. Stern 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. Stern

may accrue vacation days up to a maximum of forty-eight (48) days. Once he reaches this maximum amount, he will cease to accrue additional vacation benefits until his balance falls below the maximum amount. Upon termination or expiration of this Agreement, Dr. Stern shall be entitled to compensation for unused and accrued vacation days at his 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 Chancellor.

6. Performance Evaluations.

6.1 The Chancellor will provide Dr. Stern with periodic opportunities to discuss the Chancellor/President's relationship.

6.2 The Chancellor will set Dr. Stern's goals for each 12-month period by June 20 of each college year. Dr. Stern's performance in achieving those goals and carrying out his other duties will be evaluated by the Chancellor by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Dr. Stern, 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. Stern in the performance of the duties of President of Saddleback College.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Dr. Stern for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Dr. Stern with a monthly stipend of \$625 to cover use of a personal automobile within Orange County and a monthly allowance of \$165 to cover cellular telephone expenses.

7.3 The District shall furnish the President with a computer and printer for the President's use at home during the term of this Agreement. The President shall maintain internet service and a dedicated telephone line (landline) at his residence, and shall additionally obtain a cellular telephone and service from a carrier of his choice. A monthly allowance of \$100 will be provided to cover telephone/internet expenses.

8. Fringe Benefits. The District shall provide to Dr. Stern, his spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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. Stern, his spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the President of Saddleback College written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such

written notice to the President of Saddleback College, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the President of Saddleback College with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The President of Saddleback College shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The President of Saddleback College may, at his own expense, be represented at this meeting by counsel of his choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the President of Saddleback College, provide the President of Saddleback College with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the President of Saddleback College shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the President of Saddleback College shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

9.4 In addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the President of Saddleback College with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the President of Saddleback College shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Dr. Stern's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the President of Saddleback College is convicted of a crime constituting an "abuse of office," the President of Saddleback College shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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. Elliot Stern
President
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
ATHLETICS DIRECTOR/ASSISTANT DEAN OF KINESIOLOGY AND
ATHLETICS
SADDLEBACK COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
RANDY TOTORP**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Mr. Randy Totorp (hereinafter "Mr. Totorp").

IT IS HEREBY AGREED AS FOLLOWS:

1. Athletics Director/Assistant Dean of Kinesiology and Athletics. Mr. Totorp is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Athletics Director/Assistant Dean of Kinesiology and Athletics. The Athletics Director/Assistant Dean of Kinesiology and Athletics is an academic employee as defined in Education Code Section 87001(a), an educational 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. Mr. Totorp shall perform all of the powers and duties of the position of Athletics Director/Assistant Dean of Kinesiology and Athletics, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Mr. Totorp may be transferred or assigned to any duties or positions for which he 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 Athletics Director/Assistant Dean of Kinesiology and Athletics shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 20, Step 7, \$189,036 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Athletics Director/Assistant Dean of Kinesiology and Athletics' 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. Mr. Totorp 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. Mr. Totorp shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Mr. Totorp 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. Mr. Totorp may accrue vacation days up to a maximum of forty-eight (48) days. Once he reaches this maximum amount, he will cease to accrue additional vacation benefits until his balance falls below the maximum amount. Upon termination or expiration of this Agreement, Mr. Totorp shall be entitled to compensation for unused and accrued vacation days at his 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 Kinesiology and Athletics.

6. Performance Evaluations.

6.1 The Dean of Kinesiology and Athletics will provide Mr. Totorp with periodic opportunities to discuss the Dean/Assistant Dean's relationship.

6.2 The Dean of Kinesiology and Athletics will set Mr. Totorp's goals for each 12-month period by June 20 of each college year. Mr. Totorp's performance in achieving those goals and carrying out his other duties will be evaluated by the Dean of Kinesiology and Athletics by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Mr. Totorp, 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 Mr. Totorp in the performance of the duties of Athletics Director/Assistant Dean of Kinesiology and Athletics.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Mr. Totorp for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Mr. Totorp 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 Mr. Totorp, his spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Mr. Totorp, his spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Athletics Director/Assistant Dean of Kinesiology and Athletics written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Athletics Director/Assistant Dean of Kinesiology and Athletics, this Agreement will terminate effective at the close of business on the next succeeding June 30.

Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Athletics Director/Assistant Dean of Kinesiology and Athletics with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Athletic Directors/Assistant Dean of Kinesiology and Athletics shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Athletics Director/Assistant Dean of Kinesiology and Athletics may, at his own expense, be represented at this meeting by counsel of his choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Athletics Director/Assistant Dean of Kinesiology and Athletics, provide the Athletics Director/Assistant Dean of Kinesiology and Athletics with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Athletics Director/Assistant Dean of Kinesiology and Athletics shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Athletics Director/Assistant Dean of Kinesiology and Athletics shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Mr. Totorp has not previously acquired tenure in the District as a faculty member, he shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, he will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Athletics Director/Assistant Dean of Kinesiology and Athletics with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Athletics Director/Assistant Dean of Kinesiology and Athletics shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Mr. Totorp's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Athletics Director/Assistant Dean of Kinesiology and Athletics is convicted of a crime constituting an "abuse of office," the Athletics Director/Assistant Dean of Kinesiology and Athletics shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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 _____
Mr. Randy Totorp
Athletics Director/Assistant Dean of Kinesiology and Athletics
Saddleback College

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
DEAN OF CAREER AND TECHNICAL EDUCATION AND INTEGRATED
DESIGN, ENGINEERING, AND AUTOMATION
IRVINE VALLEY COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DEBRA VANSCHOELANDT**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Debra Vanschoelandt (hereinafter "Ms. Vanschoelandt").

IT IS HEREBY AGREED AS FOLLOWS:

1. Dean of Career and Technical Education and Integrated Design, Engineering, and Automation. Ms. Vanschoelandt is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation. The Dean of Career and Technical Education and Integrated Design, Engineering, and Automation is an academic employee as defined in Education Code Section 87001(a), an educational 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. Ms. Vanschoelandt shall perform all of the powers and duties of the position of Dean of Career and Technical Education and Integrated Design, Engineering, and Automation, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Ms. Vanschoelandt 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 Dean of Career and Technical Education and Integrated Design, Engineering, and Automation shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 22, Step 5, \$189,036 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation's 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. Ms. Vanschoelandt 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. Ms. Vanschoelandt shall accrue one day of sick leave for each full month of

employment during the term of this Agreement. Ms. Vanschoelandt 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. Ms. Vanschoelandt may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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, Ms. Vanschoelandt 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 Vice President for Instruction.

6. Performance Evaluations.

6.1 The Vice President for Instruction will provide Ms. Vanschoelandt with periodic opportunities to discuss the Vice President/Dean's relationship.

6.2 The Vice President for Instruction will set Ms. Vanschoelandt's goals for each 12-month period by June 20 of each college year. Ms. Vanschoelandt's performance in achieving those goals and carrying out her other duties will be evaluated by the Vice President for Instruction by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Ms. Vanschoelandt, 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 Ms. Vanschoelandt in the performance of the duties of Dean of Career and Technical Education and Integrated Design, Engineering, and Automation.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Ms. Vanschoelandt for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Ms. Vanschoelandt with a monthly stipend of \$250 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 Ms. Vanschoelandt, her spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Ms. Vanschoelandt, her spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Dean of Career and Technical Education and Integrated Design, Engineering, and Automation shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Dean of Career and Technical Education and Integrated Design, Engineering, and Automation may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation, provide the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Ms. Vanschoelandt has not previously acquired tenure in the District as a faculty member, she shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, she will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Ms. Vanschoelandt's right to any allowances set forth herein shall

end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation is convicted of a crime constituting an "abuse of office," the Dean of Career and Technical Education and Integrated Design, Engineering, and Automation shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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 _____
Ms. Debra Vanschoelandt
Dean of Career and Technical Education and Integrated Design, Engineering, and Automation

Dated _____

Irvine Valley College



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
VICE PRESIDENT FOR INSTRUCTION
SADDLEBACK COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
TRAM VO-KUMAMOTO**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Tram Vo-Kumamoto (hereinafter "Ms. Vo-Kumamoto").

IT IS HEREBY AGREED AS FOLLOWS:

1. Vice President for Instruction. Ms. Vo-Kumamoto is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Vice President for Instruction. The Vice President for Instruction is an academic employee as defined in Education Code Section 87001(a), an educational 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. Ms. Vo-Kumamoto shall perform all of the powers and duties of the position of Vice President for Instruction, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Ms. Vo-Kumamoto 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 Vice President for Instruction shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 25, Step 7, \$241,248 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Vice President for Instruction's 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. Ms. Vo-Kumamoto 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. Ms. Vo-Kumamoto shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Ms. Vo-Kumamoto 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. Ms. Vo-Kumamoto may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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, Ms. Vo-Kumamoto 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 President of Saddleback College.

6. Performance Evaluations.

6.1 The President of Saddleback College will provide Ms. Vo-Kumamoto with periodic opportunities to discuss the President/Vice President's relationship.

6.2 The President of Saddleback College will set Ms. Vo-Kumamoto's goals for each 12-month period by June 20 of each college year. Ms. Vo-Kumamoto's performance in achieving those goals and carrying out her other duties will be evaluated by the President of Saddleback College by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Ms. Vo-Kumamoto, 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 Ms. Vo-Kumamoto in the performance of the duties of Vice President for Instruction.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Ms. Vo-Kumamoto for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Ms. Vo-Kumamoto with a monthly stipend of \$475 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 Ms. Vo-Kumamoto, her spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Ms. Vo-Kumamoto, her spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Vice President for Instruction written notice of non-renewal by the December 31st immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Vice President for Instruction, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the

Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Vice President for Instruction with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Vice President for Instruction shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Vice President for Instruction may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Vice President for Instruction, provide the Vice President for Instruction with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Vice President for Instruction shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Vice President for Instruction shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

Since Ms. Vo-Kumamoto has not previously acquired tenure in the District as a faculty member, she shall only have the right to be assigned to a first year probationary position upon the termination of this Agreement, if the conditions set forth in Education Code Section 87458 and the Board's Policy on administrator retreat rights are satisfied, and the termination is not for a cause enumerated in Education Code Section 87732. Effective the date of hire as an administrator in the District, she will be placed on the appropriate Range and Step 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 addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Vice President for Instruction with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Vice President for Instruction shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Ms. Vo-Kumamoto's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Vice President for Instruction is convicted of a crime constituting an "abuse of office," the Vice President for Instruction shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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 _____
Ms. Tram Vo-Kumamoto
Vice President for Instruction
Saddleback College

Dated _____



Office of Human Resources

**AGREEMENT FOR EMPLOYMENT OF
VICE CHANCELLOR OF HUMAN RESOURCES
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
DR. CINDY VYSKOCIL**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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. Cindy Vyskocil (hereinafter "Vice Chancellor" or "Dr. Vyskocil").

IT IS HEREBY AGREED AS FOLLOWS:

1. Vice Chancellor of Human Resources. Dr. Vyskocil is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2024, as the Vice Chancellor of Human Resources. The Vice Chancellor of Human Resources is an academic employee as defined in Education Code Section 87001(a), an educational 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. Vyskocil shall perform all of the powers and duties of the position of Vice Chancellor of Human Resources, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Dr. Vyskocil 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 Vice Chancellor of Human Resources shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 27, Step 8, \$279,288 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Vice Chancellor of Human Resources' 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. Vyskocil 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. Vyskocil shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Dr. Vyskocil 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. Vyskocil may accrue vacation days up to a maximum of forty-eight (48) days. Once she 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. Vyskocil 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 Chancellor.

6. Performance Evaluations.

6.1 The Chancellor will provide Dr. Vyskocil with periodic opportunities to discuss the Chancellor/Vice Chancellor's relationship.

6.2 The Chancellor will set Dr. Vyskocil's goals for each 12-month period by June 20 of each college year. Dr. Vyskocil's performance in achieving those goals and carrying out her other duties will be evaluated by the Chancellor by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Dr. Vyskocil, 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. Vyskocil in the performance of the duties of Vice Chancellor of Human Resources.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Dr. Vyskocil for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Dr. Vyskocil with a monthly stipend of \$625 to cover use of a personal automobile within Orange County and a monthly allowance of \$165 to cover cellular telephone expenses.

7.3 The District shall furnish the Vice Chancellor with a computer and printer for the Vice Chancellor's use at home during the term of this Agreement. The Vice Chancellor shall maintain internet service and a dedicated telephone line (landline) at her residence, and shall additionally obtain a cellular telephone and service from a carrier of her choice. A monthly allowance of \$100 will be provided to cover telephone/internet expenses.

8. Fringe Benefits. The District shall provide to Dr. Vyskocil, her spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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. Vyskocil, her spouse/registered domestic partner, 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, 72411.5, and 87458. If the Board determines to exercise its right to not renew this Agreement the Board shall send the Vice Chancellor of Human Resources written notice of non-renewal by the December 31st

immediately preceding the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Vice Chancellor of Human Resources, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the sole discretion of the Board acting with or without cause. If the Board fails to provide notice of non-renewal by the December 31st immediately preceding any termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Vice Chancellor of Human Resources with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include the grounds set forth in Education Code Section 87732, or other conduct constituting a material breach of the terms of this Agreement. However, the procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to termination of this Agreement. The Vice Chancellor of Human Resources shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Vice Chancellor of Human Resources may, at her own expense, be represented at this meeting by counsel of her choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Vice Chancellor of Human Resources, provide the Vice Chancellor of Human Resources with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Vice Chancellor of Human Resources shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Vice Chancellor of Human Resources shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

9.4 In addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Vice Chancellor of Human Resources with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Vice Chancellor of Human Resources shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Dr. Vyskocil's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Vice Chancellor of Human Resources is convicted of a crime constituting an "abuse of office," the Vice Chancellor of Human Resources shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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. This Agreement incorporates by reference and is subject to the provisions of California Government Code Sections 53243, 53243.1, 53243.2, 53243.3, and 53243.4.

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. Cindy Vyskocil
Vice Chancellor of Human Resources
South Orange County Community College District

Dated _____



Office of Human
Resources

**AGREEMENT FOR EMPLOYMENT OF
VICE PRESIDENT FOR COLLEGE ADMINISTRATIVE SERVICES
SADDLEBACK COLLEGE
BETWEEN
THE SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
CORY WATHEN**

THIS EMPLOYMENT AGREEMENT (hereinafter "Agreement") is made and entered into this first day of July, 2021, 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 Mr. Cory Wathen (hereinafter "Mr. Wathen").

IT IS HEREBY AGREED AS FOLLOWS:

1. Vice President for College Administrative Services. Mr. Wathen is hereby employed for a period of time commencing on July 1, 2021, and ending on June 30, 2023, as the Vice President for College Administrative Services. The Vice President for College Administrative Services is a classified employee as defined in Education Code Section 87001.5(a), a classified administrator or student services administrator as defined in Education Code Section 87002(2), 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. Mr. Wathen shall perform all of the powers and duties of the position of Vice President for College Administrative Services, as set forth in the position description, and such other duties as may be assigned. During the term of this contract, Mr. Wathen may be transferred or assigned to any duties or positions for which he 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 Vice President for College Administrative Services shall be according to the Academic and Classified Administrators/Classified Managers Salary Schedule: Range 25, Step 8, \$253,320 per annum. The salary shall be paid in 12 equal monthly installments with proration for a period of less than a full year of service. The Board reserves the right to increase the Vice President for College Administrative Services' 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. Mr. Wathen shall be required to render 12 months of full and regular service (approximately 243 days depending on the calendar year) to the District during each annual period covered by this Agreement, or any successor. Mr. Wathen shall accrue one day of sick leave for each full month of employment during the term of this Agreement. Mr. Wathen 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. Mr. Wathen may accrue vacation days up to a maximum of forty-eight (48) days. Once he reaches this maximum amount, he will cease to accrue additional vacation benefits until his balance falls below the maximum amount. Upon termination or expiration of this Agreement, Mr. Wathen shall be entitled to compensation for unused and accrued vacation days at his 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 President of Saddleback College.

6. Performance Evaluations.

6.1 The President of Saddleback College will provide Mr. Wathen with periodic opportunities to discuss the President/Vice President's relationship.

6.2 The President of Saddleback College will set Mr. Wathen's goals for each 12-month period by June 20 of each college year. Mr. Wathen's performance in achieving those goals and carrying out his other duties will be evaluated by the President of Saddleback College by October 20 of that college year.

7. Expenses and Required Memberships.

7.1 The District shall reimburse Mr. Wathen, 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 Mr. Wathen in the performance of the duties of Vice President for College Administrative Services.

7.2 In addition to any reimbursement provided under section 7.1 above, the District will reimburse Mr. Wathen for travel expenses outside the District in accordance with District policies and procedures. The District shall provide Mr. Wathen with a monthly stipend of \$475 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 Mr. Wathen, his spouse/registered domestic partner, and eligible dependents all health and welfare benefits which presently include health, medical, dental, and vision 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, Mr. Wathen, his spouse/registered domestic partner, 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, and 72411.5. If the Board determines to exercise its right to not renew this Agreement, the Board shall send the Vice President for College Administrative Services written notice of non-renewal at least six months in advance of the termination date of this Agreement, or any amendment thereto. If the Board provides such written notice to the Vice President for College Administrative Services, this Agreement will terminate effective at the close of business on the next succeeding June 30. Such renewal or non-renewal shall be at the

sole discretion of the Board acting with or without cause. If the Board fails to provide written notice of non-renewal six months prior to the termination date of this Agreement, this Agreement shall remain in effect for one additional year from the date this Agreement would have otherwise terminated. The procedures for dismissal set forth in Education Code Sections 87660 *et seq.* and Sections 87732 *et seq.* shall not apply to non-renewal of this Agreement.

9.3 This Agreement may be terminated by the Board prior to its expiration. Prior to exercising its right to early termination of this Agreement, the Board, the Chancellor, or designee shall provide the Vice President for College Administrative Services with a written statement which includes notice of the proposed action and a reasonably detailed statement of the reasons for the action. Reasons for early termination may include any conduct constituting a material breach of the terms of this Agreement. The Vice President for College Administrative Services shall be entitled to meet with the Board in closed session to state why the Board should not terminate the Agreement. The Vice President for College Administrative Services may, at his own expense, be represented at this meeting by counsel of his choice. If the Board determines to terminate this Agreement pursuant to this Section, the Board shall, after meeting with the Vice President for College Administrative Services, provide the Vice President for College Administrative Services with its final decision in writing. If the Board determines to terminate this Agreement pursuant to this Section, the Vice President for College Administrative Services shall not be entitled to any additional procedural protections. Upon issuance of the Board's written decision pursuant to this Section, the Vice President for College Administrative Services shall immediately cease to receive the compensation, benefits, and allowances set forth in this Agreement.

9.4 In addition to any other provision of this Agreement relating to termination or non-renewal, the Board shall have the option to terminate this Agreement prior to its expiration by providing the Vice President for College Administrative Services with a written notice of termination. If the Board elects to terminate this Agreement pursuant to this section, the Vice President for College Administrative Services shall receive an amount equivalent to not more than eighteen (18) months of salary and benefits or an amount equal to the salary and benefits remaining on the contract, whichever is less. Any early termination pursuant to this Section shall not include any other noncash items, and Mr. Wathen's right to any allowances set forth herein shall end upon the Board's sending of the notice specified in this Section. This Agreement incorporates by reference and is subject to the provisions of California Government Code Section 53260.

9.5 Notwithstanding any other provision of this Agreement, and as mandated by Government Code section 53243 *et seq.*, in the event the Vice President for College Administrative Services is convicted of a crime constituting an "abuse of office," the Vice President for College Administrative Services shall reimburse the District to the fullest extent mandated by Government Code section 53243 *et seq.* (i.e. for paid leave, criminal defense expenditures, or any cash settlement). In the event of such conviction, the District shall make no payments barred by Government Code section 53243 *et seq.*

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 or 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 _____
Mr. Cory Wathen
Vice President for College Administrative Services
Saddleback College

Dated _____

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Classified Personnel Actions – Regular Items

ACTION: Ratification

BACKGROUND

In accordance with Board Policy 2430, 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 7110)
 - a. ARCIGA, PRISCELLA, ID #025104 is to be employed as Senior Matriculation Specialist, Pos. #P0005127, Enrollment Services, Irvine Valley College, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 127, Step 1, 40 hours per week, 12 months per year, effective October 12, 2020.
 - b. LARSON, CHRISTOPHER, ID #025105 is to be employed as Information Technology Security Analyst, Pos. #P0018000, Information Technology – Infrastructure and Security, District Services, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 146, Step 1, 40 hours per week, 12 months per year, effective October 19, 2020. This position was approved by the Board of Trustees on June 22, 2020.

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE CLASSIFIED POSITIONS

1. SENIOR ADMISSIONS AND RECORDS SPECIALIST, Pos. #P0018436 and Pos. #P0018437, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 126, Enrollment Services, Irvine Valley College seeks authorization to establish and announce these full-time, 40 hours per week, 12 months per year positions to its staff complement, effective October 6, 2020. These positions were approved by the Chancellor on October 6, 2020.
2. CUSTODIAN, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 113, Facilities, Maintenance, and Operations, Irvine Valley College seeks authorization to establish and announce this full-time, 40 hours per week, 12 months per year position to its staff complement, effective October 20, 2020. This position was approved by the Chancellor on October 20, 2020.

C. REORGANIZATION/RECLASSIFICATION

1. IRVINE VALLEY COLLEGE seeks authorization to change the following classified positions, within its organization as defined by Title 5 Education Code, Section 53021 (a), (b), and (c) Recruitment.
 - a. **CHANGE POSITION TITLE FROM WEBMASTER**, Pos. #P0004118, Marketing and Creative Services, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year;

TO WEB ADMINISTRATOR, Pos. #P0004118, Marketing and Creative Services, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year position, effective October 6, 2020. This change was approved by the Chancellor on October 6, 2020. (Position #P0004118, is appointed to Nathan Quach, ID #017269)

C. REORGANIZATION/RECLASSIFICATION - Continued

1. IRVINE VALLEY COLLEGE seeks authorization to change the following classified positions, within its organization as defined by Title 5 Education Code, Section 53021 (a), (b), and (c) Recruitment.
 - b. **CHANGE POSITION TITLE FROM WEBMASTER**, Pos. #P0004201, Technology Services, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year;

TO WEB ADMINISTRATOR, Pos. #P0004201, Technology Services, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year position, effective October 6, 2020. This change was approved by the Chancellor on October 6, 2020. (Position #P0004201, is appointed to Michael Martinez, ID #015434)
2. SADDLEBACK COLLEGE seeks authorization to change the following classified positions, within its organization as defined by Title 5 Education Code, Section 53021 (a), (b), and (c) Recruitment.
 - a. **CHANGE POSITION TITLE FROM WEBMASTER**, Pos. #P0004071, Technology Services, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year;

TO WEB ADMINISTRATOR, Pos. #P0004071, Technology Services, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year position, effective October 6, 2020. This change was approved by the Chancellor on October 6, 2020. (Position #P0004071, is appointed to Robert Hartman, ID #011700)
 - b. **CHANGE POSITION TITLE FROM WEBMASTER**, Pos. #P0004114, Public Information and Marketing, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year;

TO WEB ADMINISTRATOR, Pos. #P0004114, Public Information and Marketing, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year position, effective October 6, 2020. This change was approved by the Chancellor on October 6, 2020. (Position #P0004114, is vacant)
3. SADDLEBACK COLLEGE seeks authorization to change the reporting structure for the following position within its organization as defined by Title 5 Education Code, Section 53021 (a), (b), and (c) Recruitment, from reporting to the Vice President for College Administrative Services, to begin reporting to the Director of Fiscal and Contract Services, effective October 20, 2020.
 - a. Accounting Analyst, Pos. #P0010648 (Vacant)

C. REORGANIZATION/RECLASSIFICATION - Continued

4. SADDLEBACK COLLEGE seeks authorization to reorganize, freeze and replace with the following classified position, within their organization as defined by Title 5 Education Code, Sections (a), (b), and (c) Recruitment 53021.

- a. **REORGANIZE** WEB ADMINISTRATOR, Pos. #P0004114, Public Information and Marketing, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hours per week, 12 months per year;

TO WEB DESIGNER, Pos. #P0004114, Public Information and Marketing, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 140, full-time, 40 hours per week, 12 months per year position, effective October 6, 2020. This change was approved by the Chancellor on October 29, 2020. (Position #P0004114, is vacant)

D. AUTHORIZATION TO INCREASE/DECREASE HOURS PER WEEK AND/OR MONTHS PER YEAR FOR CLASSIFIED POSITIONS

1. SENIOR ADMINISTRATIVE ASSISTANT, Pos. #P0004867, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 127, Student Equity and Special Programs, Saddleback College, seeks authorization to increase the months per year for this full-time, 40 hours per week, 11 months per year position, to full-time, 40 hours per week, 12 months per year, effective March 1, 2017. (Position #P0004867, is appointed to Teresa Camacho, ID #002124)
2. ELECTRICIAN, Pos. #P0014326, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 128, Facilities, Maintenance, and Operations, Irvine Valley College, seeks authorization to increase the hours per week for this part-time, 29 hours per week, 12 months per year position, to full-time, 40 hours per week, 12 months per year, effective October 16, 2020. (Position #P0014326, is vacant)
3. HVAC TECHNICIAN, Pos. #P0003956, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 128, Facilities, Maintenance, and Operations, Irvine Valley College, seeks authorization to decrease the hours per week for this full-time, 40 hours per week, 12 months per year position, to part-time, 25 hours per week, 12 months per year, effective October 16, 2020. (Position #P0003956, is vacant)
4. HEALTH OFFICE ASSISTANT, CATEGORICAL, Pos. #P0014511, C.S.E.A. Classified Bargaining Unit Salary Schedule Range 115, Student Health Center, Irvine Valley College, seeks authorization to increase the months per year for this part-time, 20 hours per week, 10 months per year position, to part-time, 20 hours per week, 12 months per year, effective October 13, 2020. Employment in this position is contingent upon funding by Health Fee Services. (Position #P0014511, is appointed to Jonahtan Rundles, ID #023392)

E. CHANGE OF STATUS

1. IRVINE VALLEY COLLEGE (IVC): CLASSIFIED CHANGE IN EMPLOYMENT STATUS (Information Items – Pursuant to Board Policy 7110)

<u>Name</u>	<u>Assignment From</u>	<u>Assignment To</u>	<u>Range/ Step</u>	<u>Hours/ Week</u>	<u>Effective Date</u>
¹ Osuna, Alfredo	P0003956, HVAC Technician	P0004294, Senior HVAC Technician	130/7	40	10/16/2020

2. SADDLEBACK COLLEGE (SC): CLASSIFIED CHANGE IN EMPLOYMENT STATUS (Information Items – Pursuant to Board Policy 7110)

<u>Name</u>	<u>Assignment From</u>	<u>Assignment To</u>	<u>Range/ Step</u>	<u>Hours</u>	<u>Effective Date</u>
² Martinez, Georgina	P0007897 Senior Administrative Assistant	P0016910 Program Outreach Specialist	131/4	40	10/12/2020

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

1. SADDLEBACK COLLEGE **placed** the following permanent classified employees from temporary, and/or out of class assignments, back to their permanent assignments.

<u>Name</u>	<u>Permanent Assignment</u>	<u>Temporary Assignment</u>	<u>Range/ Step</u>	<u>Hours</u>	<u>Effective Date</u>
Arroyo, Darline	P0003220, Disabled Student Program Specialist	P0018415, Senior Administrative Assistant	127/6	40	10/12/2020

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

- a. GALLEGOS, MAXIMO, ID #004849, Custodian, Pos. #P0001975, Facilities, Maintenance and Operations, Irvine Valley College, retirement effective December 31, 2020. Start date: October 7, 1991. Years of service: 29 years, 2 months.
- b. NUNEZ, MARIA, ID #012242, Senior Administrative Assistant, Pos. #P0004860, Student Services, Irvine Valley College, separation of employment effective October 20, 2020.

¹ This change of status is part of an approved reorganization.

² Promotion received through open recruitment.

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 2430, 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 Exhibits A and B.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
NON-BARGAINING UNIT PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

- The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2020/2021** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Hourly Rate (\$)</u>	<u>Start/End Date</u>
Perez, Christina	TMD Aide/IVC	20.00	10/02/20-06/30/21

- 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 **2020/2021** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Position</u>	<u>Not to Exceed (\$)</u>	<u>Start/End Date</u>
Ambrosini, Linda	HSE Trainer/SC	50.00	10/01/20-06/30/21
Berger, Ann	TPP Mentor/SC	25.00	10/22/20-06/30/21
Cassidy, Sarah	TPP Mentor/SC	25.00	10/20/20-06/30/21
Clelland, Malaika	FKCE Trainer/SC	70.00	10/07/20-06/30/21
Devries, Gloria	TPP Mentor/SC	25.00	10/20/20-06/30/21
Fettis, Annette	TPP Mentor/SC	25.00	10/01/20-06/30/21
Frank, Sam	Tutor/SC	13.50	10/22/20-06/30/21
Furman, Chad	Clinical Skills Specialist/SC	30.00	10/20/20-06/30/21
Goldsworth, Grant	Tutor/SC	13.50	10/15/20-06/30/21
Hudock, Stephanie	HSE Trainer/SC	50.00	10/01/20-06/30/21
Jamasebnejad, Niloofar	Tutor/IVC	14.00	10/01/20-06/30/21
Johnson, Madisyn	Tutor/SC	13.50	10/12/20-06/30/21
Kerr, Jacquelyn	TPP Mentor/SC	25.00	10/23/20-06/30/21
Kohn, Katie	TPP Mentor/SC	25.00	10/01/20-06/30/21
Leiby, Anne-Marie	Tutor/SC	13.50	10/15/20-06/30/21
Manzo, Natalie	Clinical Skills Specialist/SC	30.00	09/29/20-06/30/21
McConville, Sarah	TPP Mentor/SC	25.00	10/20/20-06/30/21
McGhee, Tristen	FKCE Trainer/SC	70.00	10/07/20-06/30/21
Molina Gallardo, Karla	HSE Trainer/SC	50.00	10/01/20-06/30/21
Nguyen, Hoang	Tutor/IVC	14.00	10/01/20-06/30/21
Prince, Joshua	Tutor/SC	13.50	10/19/20-06/30/21
Redman, Douglas	Contract Education/SC	100.00	11/02/20-06/30/21
Silva, Felissa	TPP Mentor/SC	25.00	10/08/20-06/30/21

B. AUTHORIZATION TO REVISE THE CLASSIFIED TEMPORARY NON-BARGAINING UNIT SALARY SCHEDULES

- Approval is requested to revise the classified temporary non-bargaining unit salary schedules to be effective December 15, 2020 as shown below and on Exhibit B.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
NON-BARGAINING UNIT (NBU)**

**SHORT-TERM HOURLY, STUDENT, & PROFESSIONAL EXPERT SALARY
SCHEDULES**

2020-2021 (eff. 12/15/20)

NBU PAY RANGES:

Ranges 027+ require HR approval prior to use, unless otherwise noted.

<u>Range</u>	<u>Hourly Rate</u>
Range 011	14.50
Range 012	15.00
Range 013	15.50
Range 014	16.00
Range 015	16.50
Range 016	17.00
Range 017	17.50
Range 018	18.00
Range 019	18.50
Range 020	19.00
Range 021	19.50
Range 022	20.00
Range 023	21.00
Range 024	22.00
Range 025	23.00
Range 026	24.00
Range 027	25.00
Range 028	27.50
Range 029	30.00
Range 030	32.50
Range 031	35.00
Range 032	37.50
Range 033	40.00
Range 034	42.50
Range 035	45.00
Range 036	47.50
Range 037	50.00
Range 038	52.50
Range 039	55.00
Range 040	57.50
Range 041	60.00
Range 042	62.50
Range 043	65.00
Range 044	67.50

South Orange County Community College District
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NBU PAY RANGES (cont'd):

Ranges 027+ require HR approval prior to use, unless otherwise noted.

Range 04570.00
Range 04672.50
Range 04775.00
Range 04877.50
Range 04980.00
Range 05082.50
Range 05185.00
Range 05287.50
Range 05390.00
Range 05492.50
Range 05595.00
Range 05697.50
Range 057100.00
Range 058 105.00
Range 059110.00
Range 060115.00
Range 061120.00
Range 062125.00
Range 063130.00
Range 064135.00
Range 065140.00
Range 066145.00
Range 067150.00

South Orange County Community College District
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SHORT-TERM NBUS: (Live Scans required)

Non-Bargaining Unit, Temporary, Short Term, Hourly employees may not exceed (in any combination of assignments) a maximum of **160 days** in any fiscal year. Education Code 88003 states that "Short-term employee," as used in this section, means any person who is employed to perform a service for the district, upon the completion of which, the service required or similar services will not be extended or needed on a continuing basis. Any number of hours per day constitutes a day worked. The Department/Division is responsible for tracking the amount of days. All ranges are based on skill level/departmental budget, not longevity.

Adapted Kinesiology Aide	Ranges 011-022
Campus Security Officer (Short-Term)	Ranges 011-037
Certified Test Proctor	Ranges 011-022
Child Development Center Aide	Ranges 011-022
	(Depending on ECE units, Permit)
Clerk -- Short Term	Ranges 011-022
	(A&R /Comm. Ed./Fiscal Office use only)
Coaching Aide	Ranges 011-029
DSPS Notetaker	Ranges 011-022 (must be a SC/IVC student) (no LS req.)
DSPS Proctor	Ranges 011-022
Matriculation Proctor	Ranges 011-022
Outreach Aide	Ranges 011-022
Project Specialist	Ranges 011-057 (023+ require HR approval)
Theatre, Music, Dance (TMD) Aide	Ranges 011-057 (023+ require HR approval)

STUDENT POSITIONS: (BP 4215 & EC88003)

EC88003 and BP/AR 4215: Full-time students employed part time, and part-time students employed part time in any college work-study program, or in a work experience education program conducted by a community college district and which is financed by state or federal funds, shall not be a part of the classified service. Student help employees may only work 20 hours or less per week (excludes summer). Employment of either full-time or part-time students in any college work-study program, or in a work experience education program shall not result in the displacement of classified personnel or impair existing contracts for services.

Student Help	Ranges 011-022 (Limited to 20 hours per week) (Fall, Spring – 12 units; Summer - 6 units)
Work-Study	Ranges 011-022 (Federal, CalWorks, EOPS)

South Orange County Community College District
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PROFESSIONAL EXPERTS: (Live Scan required)

Aquatics Aide	Ranges 011-022
Administrative Professional Expert	Hourly rate determined by position and exp.
Adult Education Trainer	Ranges 011-057
AOJ Trainer	Ranges 037-049
Captionist	Ranges 022-047
Clinical Skills Specialist (Health Sci.)	Ranges 012-037
Community Ed. Trainer	Ranges 011-057
Contract Education	Ranges 022-067 (HR approval req.)
FKCE Co-Trainer	Range 033
FKCE Monitor	Range 029
FKCE Trainer	Range 045
HS Drug Court Liaison	Ranges 012-057
HSE Trainer (HS Equiv.)	Ranges 011-057
Interpreter (Sign Language)	Ranges 022-047 (Experience/Certification based)
Lead Interpreter (Sign Language)	Ranges 037-057 (Experience/Certification based)
Medical Professional Expert	Ranges 029-057
Model (Art)	Ranges 024-047
Real Estate Advisor	Ranges 022-067
Recreation Aide	Ranges 011-022
Recreation Leader	Ranges 011-029
Sr. Lifeguard	Ranges 011-022
TPP Mentor	Ranges 022-067
Tutor	Ranges 011-037 (AA degree/ equiv. knowledge/experience required)
Workforce Trainer	Ranges 037-057

EC 88003: Part-time playground positions, apprentices and professional experts employed on a temporary basis for a specific project, regardless of length of employment, shall not be a part of the classified service.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: District Initial Proposal to California School Employees Association (CSEA) Chapter 586

ACTION: Review and Study

BACKGROUND

Government Code 3547 requires that all initial proposals of exclusive representatives and of public school employers which relate to matters within the scope of representation be presented at a public meeting of the Board of Trustees and thereafter be a matter of public record. The District's initial proposal to the South Orange County Community College District California School Employees Association Chapter 586 ("CSEA") for successor negotiations over a 2021 – 2024 collective bargaining agreement is presented for review.

STATUS

The District has prepared its initial proposal for successor negotiations and presents Exhibit A for the Board's review and study. An opportunity for public comment on this proposal and an item for approval of the District's initial proposal will be on the agenda of the December 2020 Board of Trustees meeting.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept the District's initial proposal to the California School Employees Association for review and study, and that an opportunity for public comment on the proposals, and an item for approval of the District's initial proposal, be included on the agenda of the regularly scheduled December Board meeting.

**INITIAL PROPOSAL FROM THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
TO THE
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION CHAPTER 586 (CSEA)**

NOVEMBER 16, 2020

The collective bargaining proposals submitted herein by the South Orange County Community College District to the South Orange County Community College District California School Employees Association Chapter 586 (CSEA) 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.

GLOBAL

The District intends to submit proposals to correct formatting, spelling, and/or inconsistent contract language to ensure a clearer understanding of the terms of the bargaining agreement. The District intends to include updated terms relating to the effective term of the Agreement, globally remove historical references, and globally update references to Board Policy and/or Administrative Regulations, where necessary. The District further intends to update and modify appendices as necessary.

**ARTICLE 2
ORGANIZATIONAL SECURITY**

The District intends to submit proposals to incorporate mandatory revisions, including compliance regarding dues deductions under Senate Bill 866. The District also intends to submit proposals concerning the effect of the Supreme Court's decision in *Janus v. AFSCME, Council 31* (2018) 138 S. Ct. 2448, which held the authorization and collection of "agency" or "service" fees violates the Constitution and are void.

**ARTICLE 3
CSEA RIGHTS**

The District intends to submit proposals to clarify the parameters and processes for the request, authorization, and tracking of release time. The District also intends to submit proposals relating to CSEA's right of access to new employee orientations and receive information about bargaining unit members pursuant to Assembly Bill 119.

ARTICLE 4 MANAGEMENT RIGHTS AND RESPONSIBILITIES

The District intends to submit proposals to update and clarify the terms of this Article regarding the exercise of District rights and responsibilities.

ARTICLE 5 EVALUATIONS

The District intends to submit proposals to update and clarify terms relating to the Evaluations of bargaining unit employees, including provisions relating to information utilized in developing the evaluation report and subsequent recommendations.

ARTICLE 6 PERSONNEL FILES

The District intends to submit proposals to update and modify this Article regarding the rights of unit members to review and receive copies of personnel documents, the entry of personnel documents in a unit member's personnel file, and related procedures.

ARTICLE 7 HOURS AND OVERTIME

The District intends to submit proposals to standardize and incorporate provisions relating to Summer scheduling on a 4-day 10-hour workweek. The District also intends to submit proposals concerning the scheduling of assigned time, including opportunities for overtime and call-in time, in order to update and clarify the terms of this Article.

ARTICLE 8 PAY AND ALLOWANCES

The District intends to submit proposals to modify this Article in a manner that promotes a prudent, conservative fiscal approach while attracting and retaining qualified personnel. The District also intends to submit proposals regarding the Reclassification program, with the intent of incorporating in the successor agreement a process that will permit bargaining unit members a reasonably predictable method to request reclassification. The District further intends to submit proposals to clarify the corrective procedures in the event of payroll errors.

ARTICLE 9 HEALTH AND WELFARE BENEFITS

The District intends to submit proposals to remove outdated language and information from this Article, and to update the general parameters of this Article while maintaining a prudent, conservative fiscal approach to managing benefits costs.

ARTICLE 11 VACATIONS

The District intends to submit proposals to update and clarify the parameters and processes for the request, authorization, and tracking of vacation leave.

ARTICLE 12 LEAVES

The District intends to submit proposals to update and modify the terms of this Article to account for recent statutory changes that impact various leave entitlements, as well as clarifying parameters for non-statutory leaves. The District also intends to submit proposals to update and clarify the parameters and processes for the request, authorization, and tracking of various leaves of absence.

ARTICLE 13 TRANSFERS AND REASSIGNMENT

The District intends to submit proposals to update and clarify this Article in order to maintain compliance with Title 5 regulations relating to open and public recruiting. The District also intends to submit proposals to modify and clarify the contractual processes for personnel transfers in order to align with the procedures of the Board of Trustees.

ARTICLE 15 DISCIPLINARY ACTIONS

The District intends to submit proposals to update and clarify this Article with respect to the principles of progressive discipline in order to more clearly define the scope of the progressive discipline policy. The District further intends to submit proposals to clarify the negotiated causes for disciplinary action.

ARTICLE 17 LAYOFF AND REEMPLOYMENT PROCEDURES

The District intends to submit proposals to clarify the rights of unit members with respect to reemployment opportunities and the right to participate in promotional recruiting, consistent with the Education Code and judicial interpretation.

ARTICLE 21 NEGOTIATIONS

The District intends to submit proposals to update and modify this Article for the duration of the successor agreement, specifically including the modification of the Reopener Clause as relevant to the matters pending negotiation by the parties.

ARTICLE 22
DURATION

The District intends to submit proposals to update the term of the Agreement, reflecting at most a three (3) year bargaining agreement as authorized by Government Code.

ARTICLE 23
DEFINITIONS

The District intends to submit proposals to update, modify, and clarify this Article for the purposes of interpreting the remainder of the Agreement.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

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

ACTION: None

BACKGROUND

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

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

STATUS

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

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Facilities Plan Status Report

ACTION: Information

BACKGROUND

At the request of the Board of Trustees, this report is prepared and submitted monthly to provide the Board with information on major capital projects underway and/or planned. Each project includes the project description, budget narrative, status, whether the project is in progress or recently completed and the current focus. Project photos or renderings will be provided quarterly. 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

Listed below is a high level summary for each project described in EXHIBIT A that allows the reader to see whether the projects are on target or not. EXHIBIT A provides an up-to-date report on the details and status of the major capital projects currently being worked on.

Project	Phase	Estimated Move-in Date	On Target (Yes/No)
SC Stadium and Site Improvement	Closeout	Fall 2020	✓
SC ATAS Building	Construction	Winter 2022	✓
SC Gateway	DSA Review	Spring 2023	✓
SC PE Renovation	Construction	Summer 2021	✓
SC Science Math Building	Planning	Winter 2024	✓
IVC Fine Arts	DSA Review	Spring 2023	✓
SC Parking Lot Phase 1 & 2 and Solar Shade	Design	May 2021	✓
IVC Student Services Center and Student Union	Design	Summer 2027	✓
Soccer and Practice Fields	Design	Fall 2021	✓
ATEP Signage	Closeout	N/A	✓
ATEP Saddleback College First Building	Design	Winter 2024	✓
SOCCCD Architectural Standards	Research & Analysis	N/A	✓

FACILITIES PLAN STATUS REPORT

November 16, 2020

CAPITAL IMPROVEMENT PLANNING

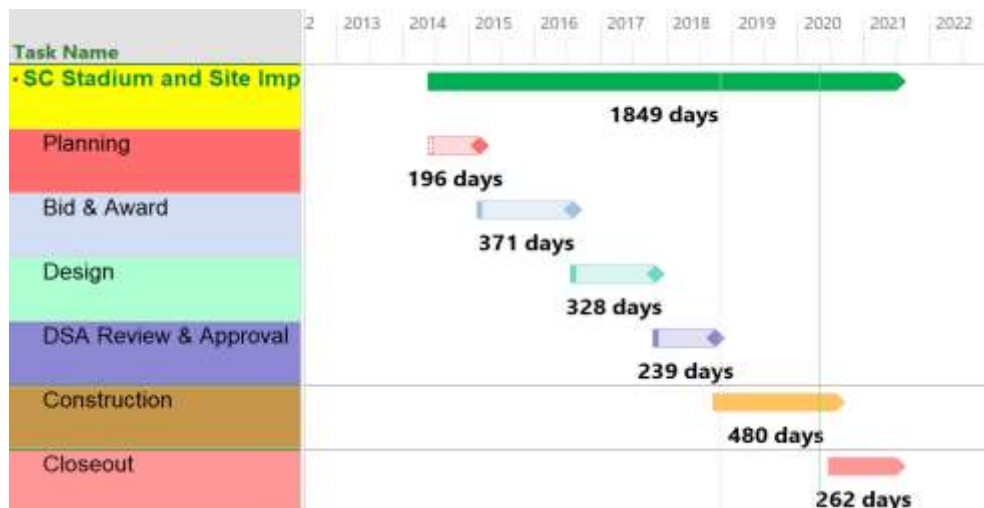
The decision to design and construct capital improvement projects begins with the Education Master and Strategic Planning (EMSP) process and continues with the Facilities Master Plans (FMP). The last EMSP cycle was completed June 2020 and the FMP cycle was completed July 2020. The 2020 EMSP and FMP reports are available at the District [website](#). 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. Project photos or renderings will be provided quarterly.

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 originally included the southeast campus perimeter drainage control and campus storm water outfall on the County of Orange property; however, it has since been de-scoped and will be handled as a separate project. 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	Aug 2020
Complete Working Drawings	Nov 2017	Advertise for FF&E	Nov 2019
DSA Final Approval	Nov 2018	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 3/24/2008, 6/23/2014, 6/22/2015, and 4/27/2020. 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. On April 27, 2020, the Board approved \$5,608,798. The Board approved Saddleback College's use of their RDA funds and a portion of the district-wide apartment income of \$22,705,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$14,530,000	\$53,308,798	\$67,838,798
District Funding Commitment	\$14,530,000	\$53,308,798	\$67,838,798
Anticipated State Match:	N/A	N/A	N/A
Basic Aid Allocation:	\$14,530,000	\$30,603,798	\$45,133,798
College Contribution:	\$ 0	\$22,705,000	\$22,705,000

Status: Close out Phase.

In Progress: DSA Certification, installation of equipment and FF&E.

Recently Completed: *Certified Access Compliance Specialist (CASP) certification of the facility.*

Focus: DSA Certification.

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	Oct 2020	DSA Close Out	Pending



Budget Narrative: In fiscal years 2002-03 and 2004-05, \$971,000 and \$985,000 respectively, for a total of \$1,956,000 was allocated from basic aid to cover design. Budget reflects Board action on 8/27/2012, 10/25/2013, 6/23/2014, 8/22/2016, 5/21/2018, and 4/27/2020. 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. On April 27, 2020, the Board approved \$5,127,000 to fund the connector road and additional parking. The ATAS Building project budget of \$69,227,000 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	\$69,227,000	\$69,227,000
Total	\$8,755,055	\$61,780,880	\$70,535,935
District Funding Commitment:	\$8,755,055	\$61,780,880	\$70,535,935
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$1,956,000	\$68,579,935	\$70,535,935

Status: Construction Phase: Construction Phase for the ATAS Building & the New Connector Road & Parking Lot 5-B is approximately 7% complete.

In Progress: At the new ATAS Building, the contractor is excavating the foundation for the lobby area and is placing reinforcement rebar. Underground hydronic pipeline installation is underway at the College Drive East Road to connect the new ATAS Building to the campus underground utility loop. At the New Connector Road & Parking Lot 5-B, the contractor is installing storm drain utility infrastructure, electrical conduit for light poles and began out of state steel fabrication for the new baseball field netting system. The

contractor is in the process of addressing *the remaining* punch list items at the Tennis Center.

Recently Completed: At the Tennis Center, *all FF&E items have been installed inside the team rooms and at the tennis courts.* At the ATAS Building, the contractor completed pouring *reinforced concrete for the north and south wing foundation, including the concrete shear walls and columns, as well as installation of the main sewer pipelines and underground telecommunication infrastructure at College Drive East Road.* At the New Connector Road & Parking Lot 5B, the contractor *completed installation of deep storm drain pipelines.*

Focus Issue: Address the *remaining* architectural/engineer and owner's punch list items at the Tennis Center, and prepare DSA closeout package. At the ATAS Building, *the contractor is installing rebar and pouring concrete for the lobby foundation* and relocation of the main domestic water line along College Drive East Road. At the New Connector Road & Parking Lot 5B, continue underground utilities installation, *build pedestrian ramps, concrete driveways, and start excavation for new light pole footings.*

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	Jun 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, 6/26/2017, 4/22/2019, and 4/27/2020. 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. On April 27, 2020, the Board approved the funding allocation of \$6,800,261.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$42,867,000	\$27,156,731	\$70,023,531
District Funding Commitment:	\$12,814,000	\$31,864,531	\$44,678,531
State Match:	\$30,053,000	\$(4,708,000)	\$25,345,000
Basic Aid Allocation:	\$ 1,545,115	\$31,513,146	\$33,058,261

Status: DSA Review & Approval Phase.

In Progress: DSA review of the 100% construction documents. San Diego Gas & Electric (SDG&E) submitted an early opening to the California Public Utilities Commission (CPUC) and are awaiting their decision on the energy incentive approach under the Savings by Design program.

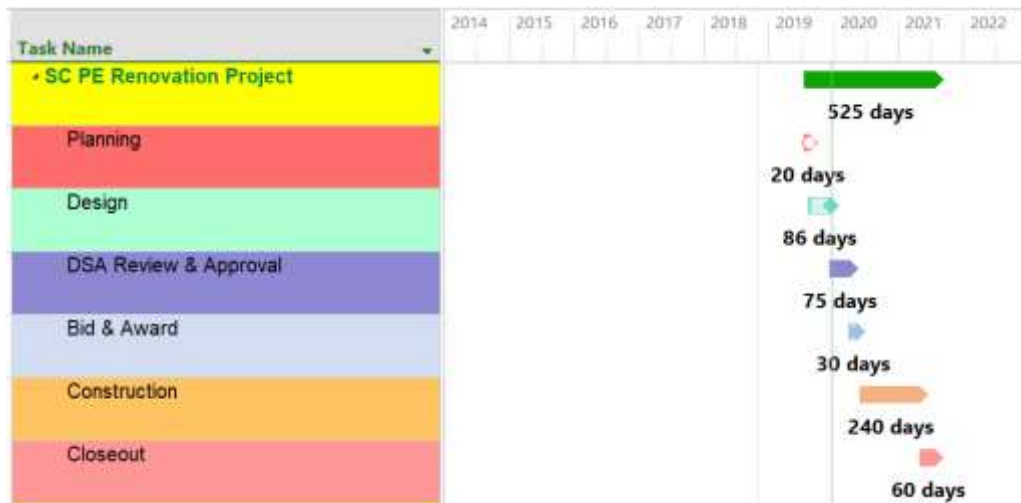
Recently Completed: 100% Construction Documents submitted to DSA for final sign-off. *Staff presented the draft building interior material board & colors package to Saddleback College Executive Cabinet as well as the furniture, fixture and equipment (FF&E) draft list.*

Focus: Continue the design and selection process of the furniture, fixture and equipment with the Saddleback College executive cabinet. Kick-off the pre-qualification process to short list general contractors.

4. PE RENOVATION

Project Description: This project will renovate the Women's Locker Room to address Title IX regulations and functional issues, install new rooftop HVAC units on the PE 100 building to correct heating and cooling issues, and renovate the restrooms in PE 300 to meet accessibility requirements.

Start Preliminary Plans	Jul 2019	Award Construction Contract	Jul 2020
Start Working Drawings	Aug 2019	Complete Construction	Apr 2021
Complete Working Drawings	Dec 2019	Advertise for Equipment	Nov 2020
DSA Final Approval	Apr 2020	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013 and 6/25/2018. On June 17, 2013, the Board approved \$800,000 for the PE 100 HVAC system. Saddleback College contributed \$800,000 in matching funds from the Scheduled Maintenance budget. On June 25, 2018, the Board approved \$1,800,000 for PE Renovation. The college spent basic aid funds of \$211,263 on a previous PE 100 weight-room floor replacement project.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$3,400,000	\$(211,263)	\$3,188,737
District Funding Commitment:	\$3,400,000	\$(211,263)	\$3,188,737
Basic Aid Allocation:	\$2,600,000	\$(211,263)	\$2,388,737
Local Scheduled Maintenance:	\$ 800,000	\$ 0	\$ 800,000
Anticipated State Match:	\$ 0	\$ 0	\$ 0

Status: Construction Phase: Project is approximately 20% complete.

In Progress: *Structural framing and light gauge stud framing.*

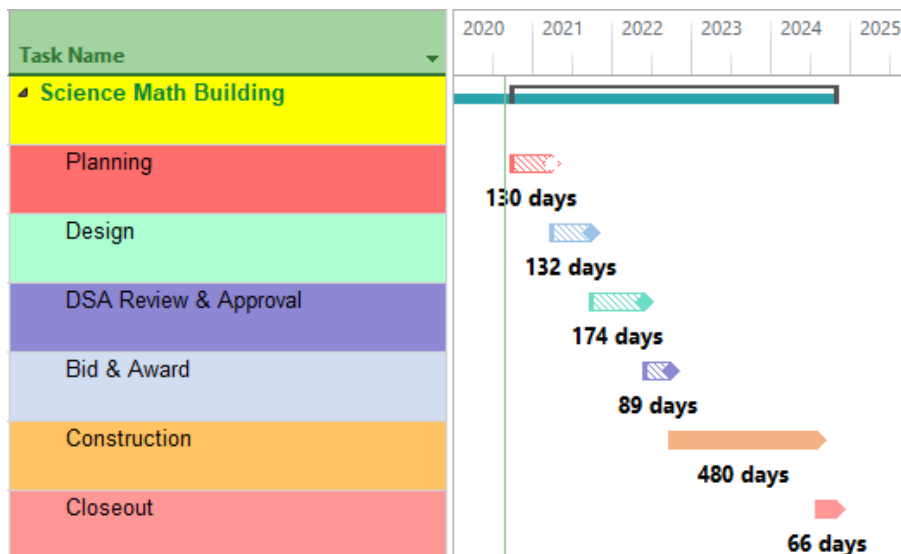
Recently Completed: *Underground plumbing, new slab on grade, and electrical power distribution. Owner provided lockers released for fabrication.*

Focus: Procurement of air handlers, toilet partitions and FF&E items.

5. SCIENCE MATH BUILDING

Project Description: The project will downsize and replace the existing Science Math Building to meet the educational needs of Saddleback College for Math and Information Technology. This proposed project will construct a new building of 32,100 assignable square feet (ASF) and 49,385 gross square feet (GSF).

Start Preliminary Plans	Oct 2020	Award Construction Contract	Oct 2022
Start Working Drawings	Apr 2021	Complete Construction	Aug 2024
Complete Working Drawings	Oct 2021	Advertise for Equipment	Jul 2023
DSA Final Approval	Jun 2022	DSA Close Out	Oct 2024



Budget Narrative: Budget reflects board action on 6/22/2015 and 4/27/2020. On June 22, 2015, the Board approved \$750,000. On April 27, 2020, the Board approved an additional \$4,300,000.

	Original	Revision	Total
Project Budget:	\$33,325,956	\$23,384,126	\$56,710,082
District Funding Commitment:	\$16,624,624	\$19,507,458	\$36,132,082
Anticipated State Match:	\$16,701,332	\$ 3,876,668	\$20,578,000
Basic Aid Allocation:	\$ 750,000	\$ 4,300,000	\$ 5,050,000

Status: Planning Phase: Preliminary Planning (PP).

In Progress: Staff is conducting programming meetings with the Saddleback College executive cabinet, the Science Math Building stakeholders, Saddleback College FMO, IT, and Campus Police to establish the project programming document.

Recently Completed: Design kick-off meeting with Saddleback College executive cabinet, followed by kick-off meeting with the Science Math Building stakeholders. Staff issued the RFQ&P for geotechnical engineer services.

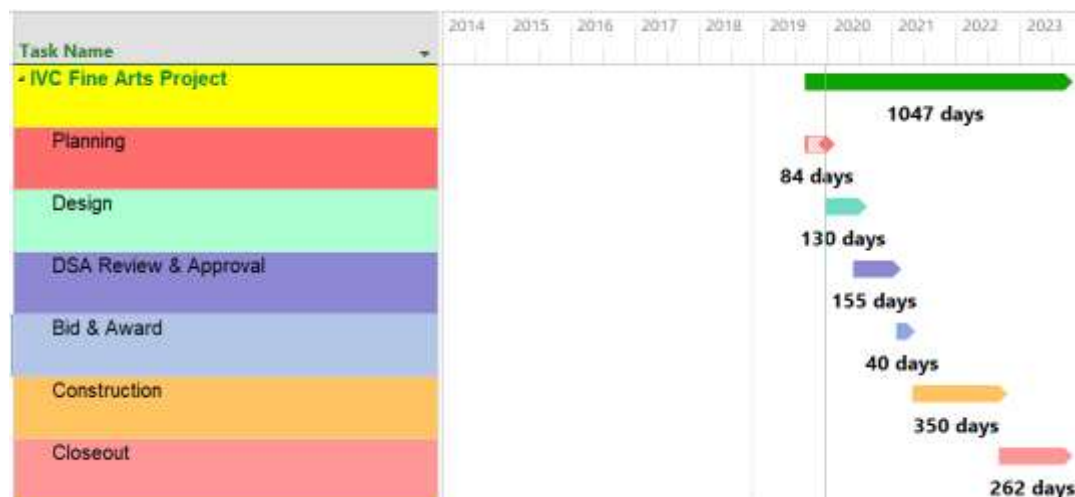
Focus: Continue programing meetings with the Saddleback College executive cabinet and Science Math Building stakeholders. Complete procurement process to hire a geotechnical engineer and land surveyor.

IRVINE VALLEY COLLEGE

1. FINE ARTS PROJECT

Project Description: The proposed project will construct three buildings totaling 43,154 assignable square feet (ASF), 61,793 gross square feet (GSF) and will consolidate and expand the Fine Arts department. Art, Art History, Music and Dance instruction will relocate from laboratories currently housed across a number of different buildings on campus. The Fine Arts buildings, located southwest of the existing Performing Arts Center, will include an assembly space, labs and classrooms with some offices. Space will be vacated within the B-100, B-300 and A-300 buildings for future renovation.

Start Preliminary Plans	Sep 2019	Award Construction Contract	Apr 2021
Start Working Drawings	Jan 2020	Complete Construction	Sep 2022
Complete Working Drawings	Jun 2020	Advertise for Equipment	Jan 2022
DSA Final Approval	Jan 2021	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 6/17/2013, 6/23/2014, 8/22/2016, 6/26/2017, 4/22/2019, and 4/27/2020. 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. On April 27, 2020, the Board approved the funding allocation of \$5,993,256.

	Original	Revision	Total
Project Budget:	\$35,764,278	\$25,124,791	\$60,889,069
District Funding Commitment:	\$10,623,278	\$27,803,791	\$38,427,069
State Match:	\$25,141,000	\$(2,679,000)	\$22,462,000
Basic Aid Allocation:	\$ 61,278	\$28,553,256	\$28,614,534

Status: DSA Review Phase.

In Progress: Design team addressing DSA plan review comments.

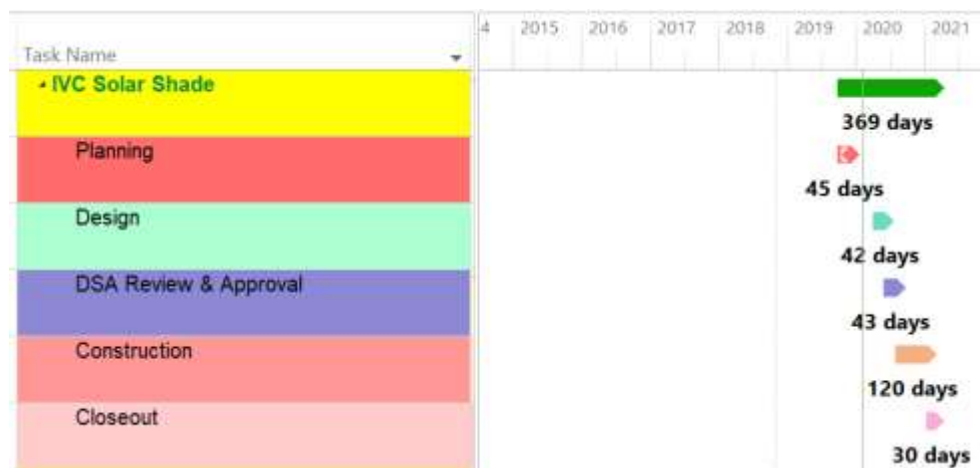
Recently Completed: DSA plan review finalized and comments submitted to the design team *for correction*.

Focus: Address DSA plan review comments in preparation for back check. Continue discussion of furniture and interior colors. Develop contractor pre-qualification criteria.

2. PARKING LOT PHASE 1 & 2 AND SOLAR SHADE PROJECT

Project Description: This project included development of a 190,000 square foot, lighted parking lot creating 594 additional parking spaces that opened in Spring 2019. The current 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	Jun 2020	Begin construction	Dec 2020
Start Working Drawings	Aug 2020	Complete Construction	Apr 2021
Complete Working Drawings	Nov 2020	Advertise for FF&E	N/A
DSA Final Approval	Nov 2020	DSA Close Out	May 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.

	Original	Revision	Total
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: Design Phase.

In Progress: *Preparation for DSA Plan Review submission.*

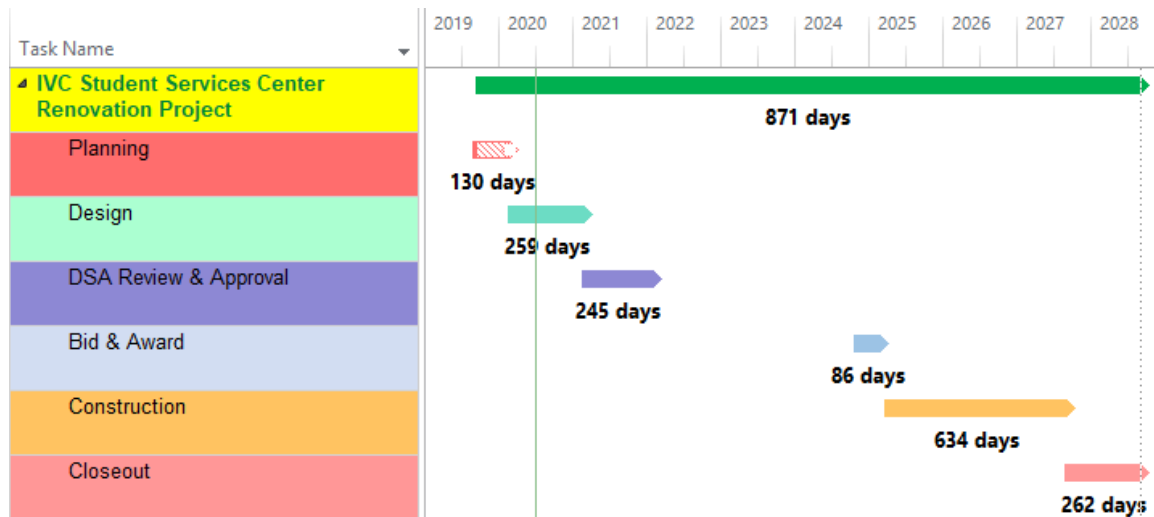
Recently Completed: *Receipt and review of 95% Design Documents. Receipt of California Geological Survey Engineering Geology and Seismology review.*

Focus: *Submission of construction documents for DSA for plan review. Submit Southern California Edison interconnection application.*

3. STUDENT SERVICES CENTER and STUDENT UNION

Project Description: This project will replace the 30,558 gross square feet (GSF) Student Services Center and the 13,086 gross GSF B-100 building with two new buildings totaling 60,000 GSF to correct structural issues, address programming needs, upgrade the food service area, HVAC, electrical, finishes, and provide upgrades to meet ADA requirements. This plan will consolidate all student services into the two buildings with a separate building for food services and student activities. The project will also include a newly redesigned quad and drop off area adjacent to the Student Services Center.

Start Preliminary Plans	Sep 2019	Award Construction Contract	Feb 2025
Start Working Drawings	Oct 2020	Complete Construction	Apr 2027
Complete Working Drawings	Mar 2021	Advertise for Equipment	Aug 2026
DSA Final Approval	Feb 2022	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on 4/22/2019, 4/27/2020, and 9/21/2020. On April 22, 2019, the Board approved \$23,850,000. On April 27, 2020, the Board approved \$13,202,189 and on September 21, 2020, the board approved \$1,953,509 resulting in a final allocation of \$15,155,698 for FY 2020-21.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$48,300,000	\$53,441,365	\$101,741,365
District Funding Commitment:	\$48,300,000	\$53,441,365	\$101,741,365
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$23,850,000	\$15,155,698	\$ 39,005,698

Status: *Design Phase.*

In Progress: Building interior design, plaza design, and mechanical design. *DSA pre-intake meeting scheduled.*

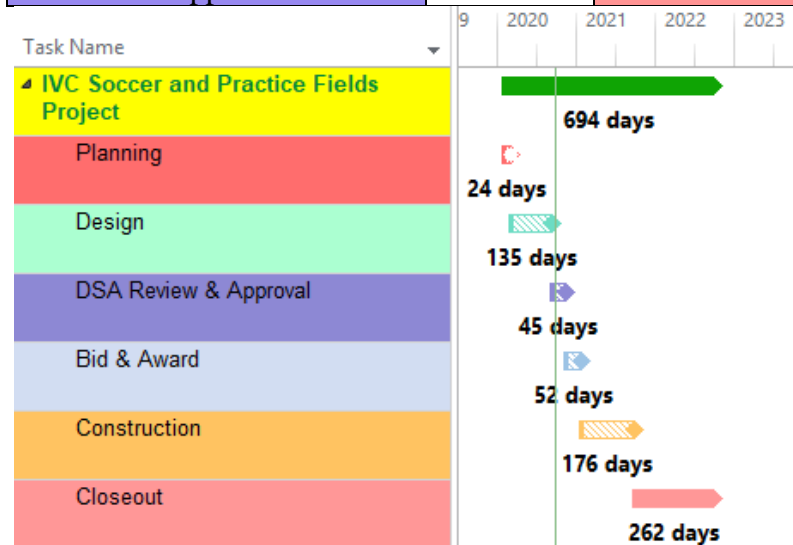
Recently Completed: *Design Development Phase.*

Focus: *Develop construction documents and FFE selection.*

4. SOCCER AND PRACTICE FIELDS

Project Description: The proposed project will provide proper grading, new irrigation, security fencing and access gates for the varsity soccer field, varsity baseball field and the college's main athletic practice facilities. The project also includes new synthetic turf at the varsity soccer and baseball fields.

Start Preliminary Plans	Feb 2020	Award Construction Contract	Jan 2021
Start Working Drawings	May 2020	Complete Construction	Sep 2021
Complete Working Drawings	Sep 2020	Advertise for Equipment	Jan 2021
DSA Final Approval	Nov 2020	DSA Close Out	Pending



Budget Narrative: Budget reflects Board action on June 25, 2018 and June 24, 2019. On June 25, 2018, the Board approved \$175,000. On June 24, 2019, the Board approved \$10,000,000.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$5,900,000	\$ 4,275,000	\$10,175,000
District Funding Commitment:	\$ 175,000	\$10,000,000	\$10,175,000
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$ 175,000	\$10,000,000	\$10,175,000

Status: Design Phase.

In Progress: DSA plan review.

Recently Completed: Received DSA plan review comments.

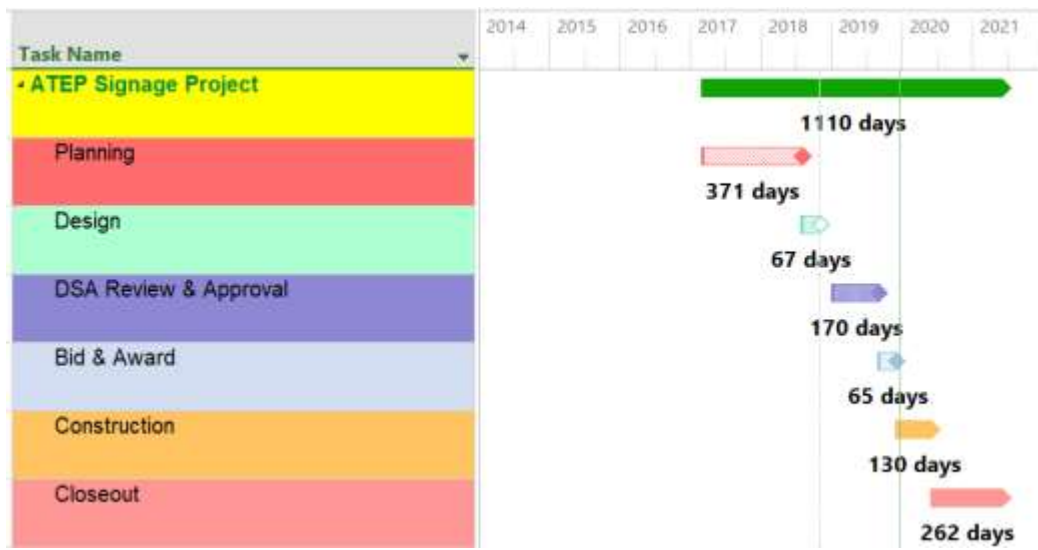
Focus: Address DSA plan review comments and back check. Complete equipment purchase requirements plan.

ATEP

1. ATEP – SIGNAGE PROJECT

Project Description: Wayfinding signage for ATEP consists of three monument signs, five vehicle signs and one pedestrian sign. This signage will define the campus as a destination, support route planning, clarify entrances and parking, create a main pathway, and establish a standardized naming system.

Start Preliminary Plans	Mar 2017	Award Construction Contract	Nov 2019
Start Working Drawings	Aug 2018	Complete Construction	Oct 2020
Complete Working Drawings	Apr 2019	Advertise for FF&E	N/A
DSA Final Approval	Aug 2019	DSA Close Out	Nov 2020



Budget Narrative: Budget reflects Board action on 5/21/2018 and 4/22/2019. On May 21, 2018, the Board approved \$500,000. On April 22, 2019, the Board approved the funding allocation of \$4,431,121.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$3,000,000	\$1,931,121	\$4,931,121
District Funding Commitment:	\$ 500,000	\$4,431,121	\$4,931,121
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$ 500,000	\$4,431,121	\$4,931,121

Status: *Close out* Phase: Project is approximately 100% complete.

In Progress: Punch list corrections and final programming.

Recently Completed: Pre-programming.

Focus: Finalize punch list, project completion and DSA close out.

2. ATEP – Saddleback College First Building

Project Description: This project is a new state of the art Culinary, Hospitality, Advanced Transportation and Logistics building with an estimated 50,000 gross square feet (GSF).

Start Preliminary Plans	Jul 2020	Award Construction Contract	Nov 2022
Start Working Drawings	Mar 2021	Complete Construction	Aug 2024
Complete Working Drawings	Aug 2021	Advertise for Equipment	Aug 2023
DSA Final Approval	Aug 2022	DSA Close Out	Nov 2024



Budget Narrative: On April 27, 2020, the Board approved \$4,300,000 from the 2019-20 budget and \$4,787,100 from the 2020-21 budget.

	Original	Revision	Total
Project Budget:	\$75,100,000	\$ 5,497,425	\$80,597,425
District Funding Commitment:	\$75,100,000	\$ 5,497,425	\$80,597,425
Anticipated State Match:	\$ 0	\$ 0	\$ 0
Basic Aid Allocation:	\$ 4,300,000	\$ 4,787,100	\$ 9,087,100

Status: *Design Phase.*

In Progress: *Procurement of geotechnical and survey consultants. Schematic Design meetings.*

Recently Completed: *Programming phase. Building location selected.*

Focus: *Schematic design process. Coordination with the City of Tustin.*

DISTRICT-WIDE

1. ARCHITECTURAL STANDARDS

Project Description: The District-wide standards will provide all future capital projects with design and construction consistency, operational efficiency, maintainability, accessibility and sustainability while ensuring first class teaching and learning facilities. These standards will be developed to promote the efficient, predictable, and cost-effective design and construction of all new and modernized facilities, will represent the best value for District expenditures, and will align with the District's long-range goals. The standards will include sections on the 2020 Facilities Master Plan, ATEP Design Standards, Infrastructure Master Plan, Landscape Master Plan, Storm Water Management Plan, Signage and Wayfinding Standards, Easement Plan, Blue Phone/Emergency Plans, Building Information Modeling Standards (BIM), Design Guidelines for offices, classrooms, furniture standards, restrooms, interior building and exterior circulation, utility rooms, Building Systems Guidelines, and Technical Standards and Guidelines.

Kick Off, Phase II	Feb 2020	Start Plan Development	TBD
Start Research/Analysis	Feb 2020	Complete Plan	Jun 2021
Complete Research/Analysis	TBD	Final Plan, Phase II	Jun 2021



Budget Narrative: On April 22, 2019, the Board of Trustees approved \$1,500,000 for the Architectural Standards project.

	<u>Original</u>	<u>Revision</u>	<u>Total</u>
Project Budget:	\$1,500,000	\$ 0	\$1,500,000
District Funding Commitment:	\$1,500,000	\$ 0	\$1,500,000
Anticipated State Match:	N/A	N/A	N/A
Basic Aid Allocation:	\$1,500,000	\$ 0	\$1,500,000

Status: Research and Analysis Phase.

In Progress: Landscape design standards for both colleges and development of Storm Water Mitigation Plans.

Recently Completed: *Request for proposal from consultant for possible addition to design services for several areas across Saddleback College.*

Focus: Discuss classroom standards in light of the Covid-19 pandemic.

GENERAL NOTES

- Project updates for active construction projects may be viewed on the District [website](#)
- 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.

- When the “Basic Aid Allocation” amount is less than the “District Funding Commitment” amount, additional basic aid allocations are needed in future years to fully fund the project.
- The Budget Narrative paragraph for each project discusses the history of change to all category amounts over the life of the project.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: CARES Act Funding Monthly Summary

ACTION: Information

BACKGROUND

In response to the COVID-19 pandemic, Irvine Valley College and Saddleback College received stimulus allocations as part of the Coronavirus Aid, Relief, and Economic Security (CARES) Act. Both colleges received funds for emergency assistance to students, institutional support to move to online instruction, and additional discretionary funds based on being a minority serving institution. The funds must be spent within one year.

STATUS

A cumulative summary of the funds awarded and spent as of October 31, 2020, is provided in EXHIBIT A.

CARES Act Funds as of October 31, 2020

Grants to Students	Irvine Valley College	Saddleback College	SOCCCD Total
Certification Signed	4/14/2020	4/14/2020	
Grant Period	4/24/2020 – 4/23/2021	4/24/2020 – 4/23/2021	
Total Amount Awarded	\$ 2,242,905	\$ 2,148,052	\$ 4,390,957
Number of Students Eligible	4,980	4,474	9,454
Number of Grant Recipients	3,654	3,324	6,978
Student Grant Amount	\$100-\$500	\$500	
Total Amount of Grants Distributed	\$ 1,816,000	\$ 1,662,000	\$ 3,478,000
Amount Remaining to Distribute	\$ 426,905	\$ 486,052	\$ 912,957

Institutional Support	Irvine Valley College	Saddleback College	SOCCCD Total
Certification Signed	4/22/2020	4/23/2020	
Grant Period	5/6/2020 - 5/5/2021	5/7/2020 - 5/6/2021	
Total Amount Awarded	\$ 2,242,905	\$ 2,148,051	\$ 4,390,956
Expenses:			
Salaries	\$ 79,984	\$ 304,889	\$ 384,873
Benefits	\$ 32,227	\$ 109,130	\$ 141,357
Supplies	\$ 91,997	\$ 21,123	\$ 113,120
Services	\$ 456,290	\$ 572,978	\$ 1,029,268
Equipment	\$ 706,657	\$ 806,619	\$ 1,513,276
Student Grants	\$ -	\$ -	\$ -
Total Expenses	\$ 1,367,155	\$ 1,814,739	\$ 3,181,894
Amount Remaining	\$ 875,750	\$ 333,312	\$ 1,209,062

Minority Serving Institutions	Irvine Valley College	Saddleback College	SOCCCD Total
Certification Signed	5/4/2020	5/6/2020	
Grant Period	6/1/2020-5/31/2021	6/1/2020-5/31/2021	
Total Amount Awarded	\$ 18,480	\$ 316,264	\$ 334,744
Lost Revenue:			
Parking	\$ -	\$ -	\$ -
Child Development Center	\$ -	\$ -	\$ -
Community Education	\$ 11,373	\$ -	\$ 11,373
Total Lost Revenue	\$ 11,373	\$ -	\$ 11,373
Expenses:			
Salaries	\$ -	\$ 103,219	\$ 103,219
Benefits	\$ -	\$ 14,921	\$ 14,921
Supplies	\$ -	\$ 1,439	\$ 1,439
Services	\$ -	\$ 54,360	\$ 54,360
Equipment	\$ -	\$ 23,193	\$ 23,193
Total Expenses	\$ -	\$ 197,132	\$ 197,132
Amount Remaining	\$ 7,107	\$ 119,132	\$ 126,239

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: COVID-19 Response Block Grant Monthly Summary

ACTION: Information

BACKGROUND

The 2020-21 Budget Act provided California Community College districts with federal and state relief funds in the form of a \$120 million COVID-19 Response Block Grant. District Services and both colleges received funds to be used on activities that directly support student learning, continuity of education, and to mitigate learning loss related to COVID-19. In addition, the Legislature intended for these funds to be used to prioritize services for underrepresented students. The federal portion of the block grant must be expended by December 30, 2020. The state portion of the block grant must be expended by June 30, 2022.

STATUS

A cumulative summary of the funds awarded and spent as of October 31, 2020, is provided in EXHIBIT A.

COVID-19 Response Block Grant as of October 31, 2020

Federal				
Grant Period 3/1/2020-12/31/2020				
	District Services	Irvine Valley College	Saddleback College	SOCCCD Total
Total Amount Awarded	\$ 66,726	\$ 483,214	\$ 746,965	\$ 1,296,905
Expenses:				
Salaries	\$ 1,065	\$ 264,589	\$ 400,062	\$ 665,716
Benefits	\$ 30	\$ 123,052	\$ 207,874	\$ 330,956
Supplies	\$ 4,040	\$ 11,919	\$ 30,653	\$ 46,612
Services	\$ -	\$ 57,016	\$ 52,784	\$ 109,800
Equipment	\$ 38,449	\$ 5,268	\$ 8,405	\$ 52,122
Total Expenses	\$ 43,584	\$ 461,844	\$ 699,777	\$ 1,205,205
Amount Remaining	\$ 23,142	\$ 21,370	\$ 47,188	\$ 91,700

State			
Grant Period 3/1/2020-6/30/2022			
	Irvine Valley College	Saddleback College	SOCCCD Total
Total Amount Awarded	\$ 625,325	\$ 966,643	\$ 1,591,968
Expenses:			
Salaries	\$ -	\$ 30,335	\$ 30,335
Benefits	\$ -	\$ 3,406	\$ 3,406
Supplies	\$ 37,832	\$ 2,593	\$ 40,425
Services	\$ 1,620	\$ 393,938	\$ 395,558
Equipment	\$ 123,693	\$ 235,187	\$ 358,880
Total Expenses	\$ 163,145	\$ 665,459	\$ 828,604
Amount Remaining	\$ 462,180	\$ 301,184	\$ 763,364

TO: Board of Trustees
FROM: Kathleen F. Burke, Chancellor
RE: SOCCCD: Retiree (OPEB) Trust Fund
ACTION: Information

BACKGROUND

In April 2008, the Board of Trustees authorized the establishment of an irrevocable trust to comply with GASB No. 43 (Financial Reporting for Postemployment Benefit Plans Other Than Pensions) and GASB No. 45 (Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions). The trust was established with the Benefit Trust Company and is administered through the Futuris Public Entity Trust Program.

STATUS

This report is for the period ending September 30, 2020 (EXHIBIT A).

For September, the portfolio was composed of 52.9% common stocks (domestic and international) and 47.1% fixed funds (bonds). The portfolio's performance decreased 1.22%, ending with a fair market value of \$135,761,825. The portfolio has achieved an annualized return of 5.87% since inception.

October 14, 2020

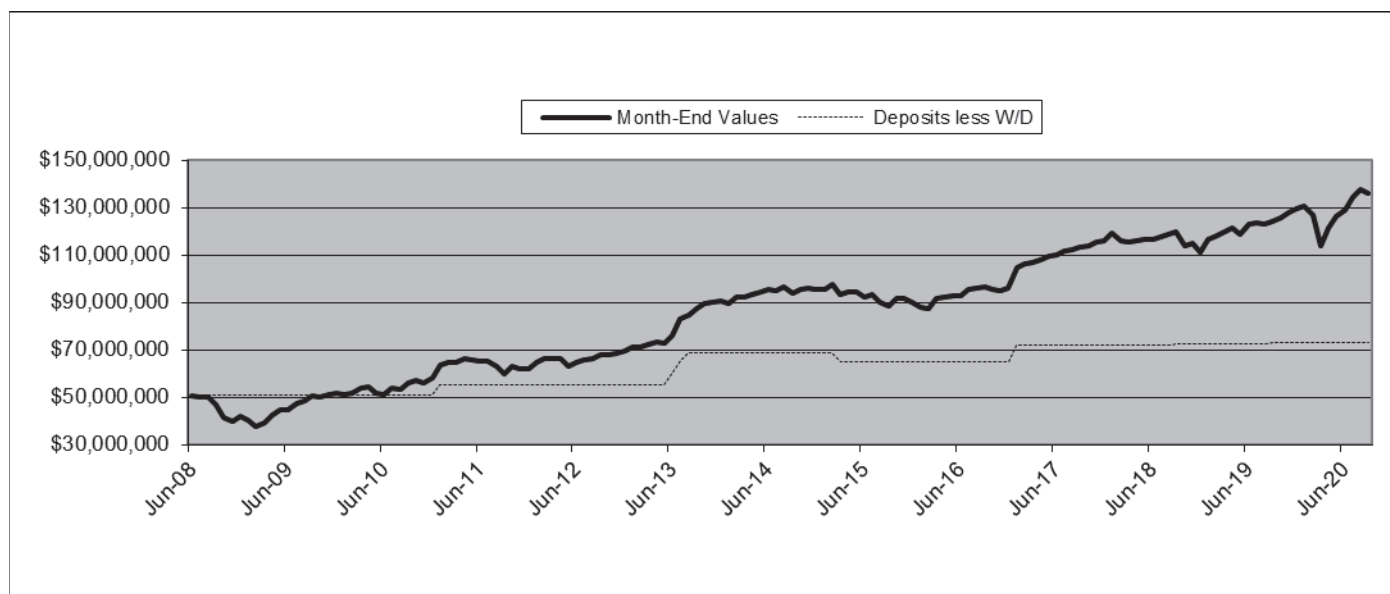
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

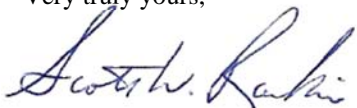
With a fair market value on September 30th of \$135,761,825.08 your portfolio's performance was down -1.22% for the month and up 5.87% on an annualized basis since the June 24th, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of equity funds (52.9%) and fixed income funds (47.1%). It was designed to be invested over a long time frame. Total deposits in the amount of \$77,214,430.38 have been received since inception. \$4,000,000 was withdrawn from the trust on March 19, 2015. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>September 2020</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	-1.22%	4.90%	5.87% annualized return
S&P 500	-3.80%	5.56%	10.52% (Domestic Stocks)
MSCI EAFE	-2.60%	-7.09%	2.36% (International stocks)
Barclays Aggregate	-0.05%	6.79%	4.44% (Domestic Bonds)
Barclays Global	-0.36%	5.73%	3.14% (Global Bonds)



Very truly yours,



Scott W. Rankin
Senior Vice President

Scott Rankin

Digitally signed by Scott Rankin
Date: 2020.10.14 08:59:40
-05'00'

Benefit Trust - Retiree (OPEB) Trust

Month - Year	Contributions	Contribution Balance	Month-End Investment Values
June-08	\$ 50,791,103	\$ 50,791,103	\$ 50,589,708
June-09	\$ -	\$ 50,791,103	\$ 44,706,214
June-10	\$ -	\$ 50,791,103	\$ 51,342,419
June-11	\$ 4,618,708	\$ 55,409,811	\$ 65,060,898
June-12	\$ -	\$ 55,409,811	\$ 64,788,984
June-13	\$ 5,000,000	\$ 60,409,811	\$ 76,038,439
June-14	\$ 8,389,913	\$ 68,799,724	\$ 95,689,395
June-15	\$ (4,000,000)	\$ 64,799,724	\$ 92,222,506
June-16	\$ -	\$ 64,799,724	\$ 92,851,363
June-17	\$ 6,876,878	\$ 71,676,602	\$ 110,063,884
June-18	\$ -	\$ 71,676,602	\$ 116,478,409
June-19	\$ 1,053,093	\$ 72,729,695	\$ 123,157,480
June-20	\$ 484,735	\$ 73,214,430	\$ 129,192,912
July-20	\$ -	\$ 73,214,430	\$ 134,216,327
August-20	\$ -	\$ 73,214,430	\$ 137,434,682
September-20	\$ -	\$ 73,214,430	\$ 135,761,825
	\$ 73,214,430		

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: |SOCCCD: Monthly Financial Status Report |

ACTION: Information

BACKGROUND

Unrestricted General Fund financial reports (EXHIBIT A) are provided to the Board of Trustees to keep members regularly informed of current information and provide an alert to any significant changes in the projected year ending balance. These reports provide district-wide and college financial information.

STATUS

The reports display the adopted budget, revised budget and transactions through October 31, 2020 (EXHIBIT A). A review of current revenues and expenditures for FY 2020-21 show they are in line with the budget.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
Unrestricted General Fund Income and Expenditure Summary
As of October 31, 2020

		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
BEGINNING BALANCE		\$ 76,701,545	\$ 76,701,545	\$ 76,701,545	100.00%
SOURCES OF FUNDS					
REVENUES:					
SCFF Revenue	Various	\$ 166,459,092	\$ 166,459,092	\$ 8,396,705	5.04%
Basic Aid		90,717,217	90,717,217	4,576,053	5.04%
Federal Sources	8100-8199	-	-	-	0.00%
Other State Sources	8600-8699	23,605,375	24,745,434	1,656,734	6.70%
Other Local Sources	8800-8899	17,000,829	15,860,770	9,889,743	62.35%
Total Revenue		297,782,513	297,782,513	24,519,235	8.23%
OTHER FINANCING SOURCES					
Sale of Surplus	8910-8919	\$ 80,000	\$ 90,000	\$ 66,622	74.02%
Incoming Transfers	8980-8989	8,261,000	8,261,000	1,488,855	18.02%
Total Other Sources		8,341,000	8,351,000	1,555,477	18.63%
TOTAL SOURCES OF FUNDS		306,123,513	306,133,513	26,074,712	8.52%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 87,144,343	\$ 87,149,242	\$ 25,226,925	28.95%
Classified Salaries	2000-2999	47,847,091	47,867,130	11,020,339	23.02%
Employee Benefits	3000-3999	67,226,053	67,232,285	15,902,119	23.65%
Supplies & Materials	4000-4999	1,720,647	1,721,067	463,316	26.92%
Services & Other Operating	5000-5999	23,445,174	23,405,384	5,286,396	22.59%
Capital Outlay	6000-6999	252,436	270,636	104,311	38.54%
Total Expenditures		227,635,744	227,645,744	58,003,406	25.48%
OTHER FINANCING USES:					
Transfers Out	7300-7399	\$ 612,744	\$ 612,744	\$ 612,744	100.00%
Basic Aid Transfers Out	7300-7399	96,269,204	96,269,204	5,225,816	5.43%
Other Transfers	7400-7499	-	-	-	0.00%
Payments to Students	7500-7699	-	-	-	0.00%
Total Other Uses		96,881,948	96,881,948	5,838,560	6.03%
TOTAL USES OF FUNDS		324,517,692	324,527,692	63,841,966	19.67%
SURPLUS / (DEFICIT)		(18,394,179)	(18,394,179)	(37,767,254)	
ENDING FUND BALANCE		\$ 58,307,366	\$ 58,307,366	\$ 38,934,291	
COMPONENTS OF ENDING BALANCE					
Assigned Reserve, Economic Uncertainties		\$ 14,514,720	\$ 14,514,720		
Assigned Reserve, Basic Aid		18,143,443	18,143,443		
Nonspendable Fund Balance		-	-		
Restricted Fund Balance		-	-		
Assigned Fund Balance		-	-		
Unassigned Fund Balance		25,649,203	25,649,203		
		<u>\$ -</u>	<u>\$ -</u>		

NOTE: As of October 31, 2019 actual revenues to date were **9.48%** and actual expenditures to date were **20.84%** of the revised budget to date.

SADDLEBACK COLLEGE

Unrestricted General Fund Income and Expenditure Summary
As of October 31, 2020

		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
BEGINNING BALANCE		\$ 17,644,104	\$ 17,644,104	\$ 17,644,104	100.00%
SOURCES OF FUNDS					
REVENUES:					
SCFF Revenue	Various	\$ 89,539,100	\$ 89,539,100	\$ 4,516,625	5.04%
Basic Aid		-	-	-	0.00%
Federal Sources	8100-8199	-	-	-	0.00%
Other State Sources	8600-8699	6,702,145	6,702,145	819,189	12.22%
Other Local Sources	8800-8899	7,088,944	7,088,944	3,915,788	55.24%
Total Revenue		103,330,189	103,330,189	9,251,602	8.95%
OTHER FINANCING SOURCES					
Sale of Surplus	8910-8919	\$ 48,574	\$ 48,574	\$ 40,453	83.28%
Incoming Transfers	8980-8989	4,231,000	4,231,000	797,735	18.85%
Total Other Sources		4,279,574	4,279,574	838,188	19.59%
TOTAL SOURCES OF FUNDS		107,609,763	107,609,763	10,089,790	9.38%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 51,525,643	\$ 51,525,643	15,198,367	29.50%
Classified Salaries	2000-2999	21,193,436	21,193,436	4,934,277	23.28%
Employee Benefits	3000-3999	27,876,252	27,876,252	8,868,636	31.81%
Supplies & Materials	4000-4999	774,043	774,043	272,901	35.26%
Services & Other Operating	5000-5999	8,872,511	8,859,811	1,194,196	13.48%
Capital Outlay	6000-6999	153,436	166,136	83,055	49.99%
Total Expenditures		110,395,321	110,395,321	30,551,432	27.67%
OTHER FINANCING USES:					
Transfers Out	7300-7399	\$ 172,744	\$ 172,744	\$ 172,744	100.00%
Basic Aid Transfers Out	7300-7399	-	-	-	0.00%
Other Transfers	7400-7499	-	-	-	0.00%
Payments to Students	7500-7699	-	-	-	0.00%
Total Other Uses		172,744	172,744	172,744	100.00%
TOTAL USES OF FUNDS		110,568,065	110,568,065	30,724,176	27.79%
SURPLUS / (DEFICIT)		(2,958,302)	(2,958,302)	(20,634,386)	
ENDING FUND BALANCE		\$ 14,685,802	\$ 14,685,802	\$ (2,990,282)	
COMPONENTS OF ENDING BALANCE					
Assigned Reserve, Economic Uncertainties		\$ -	\$ -		
Assigned Reserve, Basic Aid		-	-		
Nonspendable Fund Balance		-	-		
Restricted Fund Balance		-	-		
Assigned Fund Balance		-	-		
Unassigned Fund Balance		14,685,802	14,685,802		
		<u>\$ -</u>	<u>\$ -</u>		

NOTE: As of October 31, 2019 actual revenues to date were **11.04%** and actual expenditures to date were **27.34%** of the revised budget to date.

IRVINE VALLEY COLLEGE

Unrestricted General Fund Income and Expenditure Summary
As of October 31, 2020

		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
BEGINNING BALANCE		<u>\$ 9,507,557</u>	<u>\$ 9,507,557</u>	<u>\$ 9,507,557</u>	100.00%
SOURCES OF FUNDS					
REVENUES:					
SCFF Revenue	Various	\$ 57,437,199	\$ 57,437,199	\$ 2,897,308	5.04%
Basic Aid		-	-	-	0.00%
Federal Sources	8100-8199	-	-	-	0.00%
Other State Sources	8600-8699	4,336,004	4,336,004	529,937	12.22%
Other Local Sources	8800-8899	9,911,885	9,911,885	4,964,480	50.09%
Total Revenue		<u>71,685,088</u>	<u>71,685,088</u>	<u>8,391,725</u>	11.71%
OTHER FINANCING SOURCES					
Sale of Surplus	8910-8919	\$ 31,426	\$ 31,426	\$ 26,169	83.27%
Incoming Transfers	8980-8989	<u>3,000,000</u>	<u>3,000,000</u>	<u>534,634</u>	17.82%
Total Other Sources		<u>3,031,426</u>	<u>3,031,426</u>	<u>560,803</u>	18.50%
TOTAL SOURCES OF FUNDS		<u>74,716,514</u>	<u>74,716,514</u>	<u>8,952,528</u>	11.98%
USES OF FUNDS					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 33,805,874	\$ 33,832,074	\$ 9,692,325	28.65%
Classified Salaries	2000-2999	15,742,551	15,742,551	3,451,828	21.93%
Employee Benefits	3000-3999	20,517,953	20,522,923	5,925,487	28.87%
Supplies & Materials	4000-4999	789,067	789,487	181,780	23.03%
Services & Other Operating	5000-5999	6,368,626	6,334,536	680,849	10.75%
Capital Outlay	6000-6999	-	2,500	-	0.00%
Total Expenditures		<u>77,224,071</u>	<u>77,224,071</u>	<u>19,932,269</u>	25.81%
OTHER FINANCING USES:					
Transfers Out	7300-7399	\$ -	\$ -	\$ -	0.00%
Basic Aid Transfers Out	7300-7399	-	-	-	0.00%
Other Transfers	7400-7499	-	-	-	0.00%
Payments to Students	7500-7699	-	-	-	0.00%
Total Other Uses		<u>-</u>	<u>-</u>	<u>-</u>	0.00%
TOTAL USES OF FUNDS		<u>77,224,071</u>	<u>77,224,071</u>	<u>19,932,269</u>	25.81%
SURPLUS / (DEFICIT)		<u>(2,507,557)</u>	<u>(2,507,557)</u>	<u>(10,979,741)</u>	
ENDING FUND BALANCE		<u>\$ 7,000,000</u>	<u>\$ 7,000,000</u>	<u>\$ (1,472,184)</u>	
COMPONENTS OF ENDING BALANCE					
Assigned Reserve, Economic Uncertainties		\$ -	\$ -		
Assigned Reserve, Basic Aid		-	-		
Nonspendable Fund Balance		-	-		
Restricted Fund Balance		-	-		
Assigned Fund Balance		-	-		
Unassigned Fund Balance		<u>7,000,000</u>	<u>7,000,000</u>		
		<u>\$ -</u>	<u>\$ -</u>		

NOTE: As of October 31, 2019 actual revenues to date were **11.40%** and actual expenditures to date were **26.12%** of the revised budget to date.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: |SOCCCD: Quarterly Investment Report |

ACTION: Information

BACKGROUND

Government Code Section 53646 states that local agencies in California, including educational institutions, may render an annual statement of investment policy and a quarterly investment report to their local governing board. In addition, BP 6320 requires a quarterly report on the district's investments.

STATUS

As of the quarter ending on September 30, 2020, our cash balances were \$351,686,021.40 in the Orange County Investment Pool (OCIP). The OCIP investment pool is yielding an average of 1.12% compared to prior quarter of 1.34%.

The cash balances for the Local Agency Investment Fund (LAIF) Pooled Investment were \$27,991,432.80. The LAIF investment pool is yielding an average of 0.84% compared to prior quarter of 1.36%.

Both pools are highly liquid, with overnight wire transfers available upon request.

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: SOCCCD: Pension Stabilization Trust Fund

ACTION: Information

BACKGROUND

In March 2016, the Board of Trustees authorized the District to join the California Public Entity Pension Stabilization Irrevocable Trust to set aside funds to offset the cost increases related to the STRS and PERS retirement systems pension liabilities. The trust was established with the Benefit Trust Company and Morgan Stanley as the registered investment advisor.

STATUS

This report is for the period ending September 30, 2020 (EXHIBIT A). The portfolio is composed of 23.5% equity funds and 76.5% fixed income mutual funds. The portfolio's performance for the quarter increased 3.15%, ending with a fair market value of \$24,801,636. The annualized return since inception is 4.38%. In this quarter, \$2,239,644 was withdrawn and transferred to the colleges and district services to offset increased pension costs.

October 14, 2020

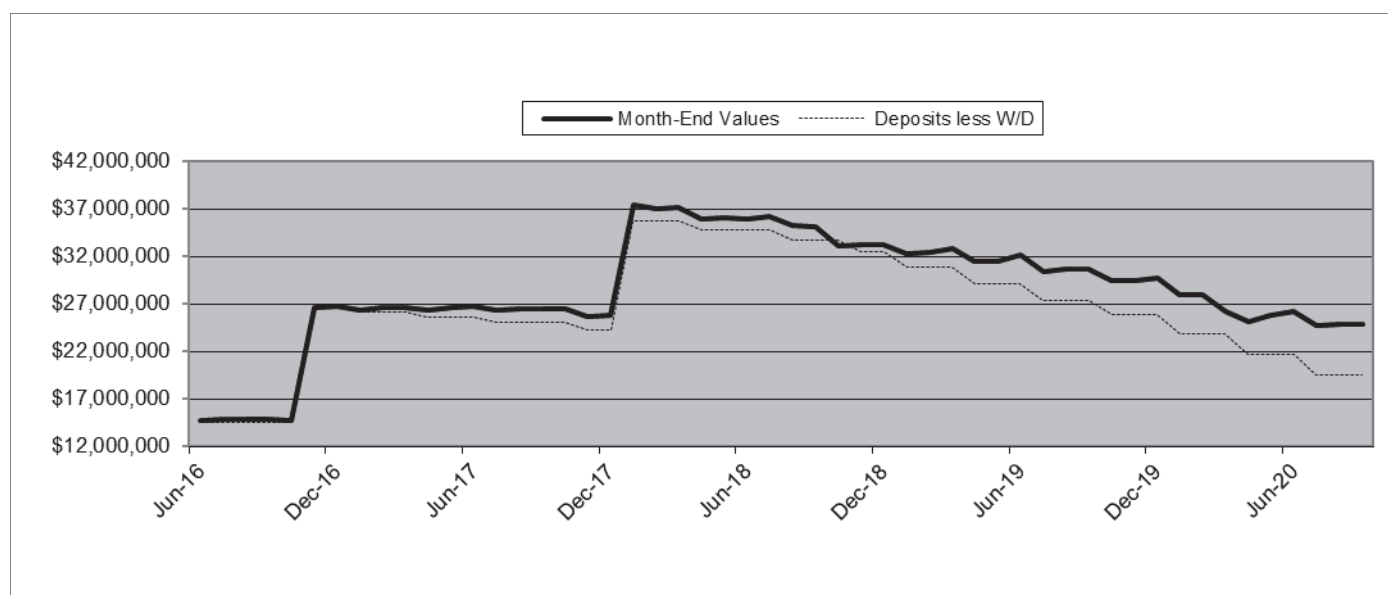
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Pension Stabilization Irrevocable Trust

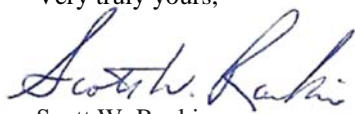
With a fair market value on September 30th of \$24,801,635.60 your portfolio's performance was up 3.15% for the quarter and up 4.38% on an annualized basis since the June 16, 2016 inception date net of program fees.

Your portfolio ended the month as a diversified mix of equity funds (23.5%) and fixed income funds (76.5%). It was designed to be invested over an intermediate time frame. A total of \$39,700,000 has been deposited in various installments since the June 16, 2016 inception date, while \$20,205,178 has been withdrawn over time to fund pension contributions. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>3rd Quarter 2020</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD PST	3.15%	6.01%	4.38% annualized return
S&P 500	8.93%	5.56%	13.97% (Domestic Stocks)
MSCI EAFE	4.80%	-7.09%	6.20% (International stocks)
Barclays Aggregate	0.62%	6.79%	3.80% (Domestic Bonds)
Barclays Global	2.66%	5.73%	2.76% (Global Bonds)



Very truly yours,


Scott W. Rankin
Senior Vice President

Scott Rankin Digitally signed by Scott Rankin
Date: 2020.10.14 09:02:20 -05'00'

5901 College Blvd, Ste 200, Overland Park, Kansas 66211

Pension Stabilization Trust

EXHIBIT A
Page 2 of 2

Month - Year	Contributions	Contribution Total	Withdrawals	Ending Value
June-2016	14,500,000	14,500,000	-	14,633,971
September-2016	-	14,500,000	-	14,817,905
December-2016	12,600,000	27,100,000	407,038	26,758,346
March-2017	-	27,100,000	623,771	26,627,198
June-2017	-	27,100,000	476,582	26,672,038
September-2017	-	27,100,000	576,098	26,439,611
December-2017	-	27,100,000	788,093	25,829,514
March-2018	12,600,000	39,700,000	1,076,350	37,122,840
June-2018	-	39,700,000	1,025,678	35,977,782
September-2018	-	39,700,000	1,063,186	35,113,127
December-2018	-	39,700,000	1,205,047	33,205,615
March-2019	-	39,700,000	1,657,268	32,819,620
June-2019	-	39,700,000	1,640,570	32,089,876
September-2019	-	39,700,000	1,764,708	30,690,094
December-2019	-	39,700,000	1,525,427	29,673,380
March-2020	-	39,700,000	2,073,030	26,238,053
June-2020	-	39,700,000	2,062,688	26,231,454
September-2020		39,700,000	2,239,644	24,801,636

TO: Board of Trustees

FROM: Kathleen F. Burke, Chancellor

RE: Reports from Administration and Governance Groups

ACTION: None

Reports by the following individuals may be written and submitted through the docket process prior to distribution of the Board agenda packet.

Speakers are limited up to two minutes each.

Chancellor
Irvine Valley College President
Saddleback College President



DATE: November 1, 2020
TO: Members of the Board of Trustees
FROM: Chancellor Kathleen F. Burke, Ed.D.
SUBJECT: District Services Report for November 16, 2020 Board of Trustees Meeting



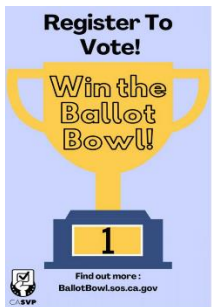
Classes On Campus

During a presentation to the board in October, an update was given about the status of in-person instruction. The classes/labs allowed on campus include: Chemistry (10 sections), Fine Arts Ensemble (108 students in fall 2020), Nursing, Auto Tech, and some athletics programming (186 IVC student & 369 Saddleback students). In-person instruction courses must follow strict safety protocols, including smaller cohorts, outdoor classrooms, social distancing, sanitized tools and work prepped for each course.



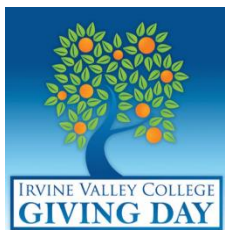
Voting Centers on Campus

In an effort to make voting more accessible, SOCCCD was proud to participate as designated vote center locations. The centers were open on October 30 – Nov. 2 from 8:00 am - 8:00 pm and on Election Day, November 3 from 7:00 am - 8:00 pm. The Vote Centers were located in the Saddleback College Gym and the Irvine Valley College Gym. Vote Centers were equipped with hand sanitizer, gloves, and other safety measures to ensure safe voting.



Ballot Bowl Winner

Last month I reported that both Saddleback College and Irvine Valley College would participate in the Ballot Bowl to encourage students to register to vote. I am proud to report that Saddleback placed 8th in the statewide competition. As you know, the Ballot Bowl is part of the CA Students Vote Project created by CA Secretary of State Padilla, Lieutenant Governor Kounalakis, CalPIRG, California Common Cause, and Asian Americans Advancing Justice Saddleback's 8th place ranking, meant that 490 newly-registered voters were Saddleback students. Chabot College won with 769 newly-registered students out of the 55 California Community Colleges that participated.



Irvine Valley College Day of Giving

On October 22, 2020, Irvine Valley College held a college-wide giving day to support student scholarships and programs. The online event was successful in raising \$39,604 in just one day! Congratulations to Irvine Valley on a successful fundraising event.



Saddleback College 20th Foundation Gala

On November 20 at 6:30 pm, I look forward to joining you online for the Dream Big @Home Virtual Gala, which will feature four inspiring student videos, a silent and live auction, and raffle door prizes. Registration is free and proceeds will benefit the greatest student needs, including scholarships, emergency grants, & program support. To register, visit the Saddleback College [website](#).



5500 Irvine Center Drive, Irvine, CA 92618 | T: 949-451-5100 | www.ivc.edu

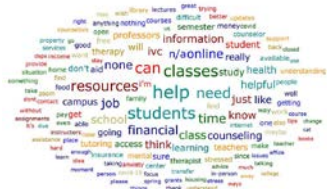
TO: Kathleen F. Burke, EdD, Chancellor, and Members of the Board of Trustees

FROM: John C. Hernandez, PhD, President

DATE: November 5, 2020

SUBJECT: President's Report for the November 16, 2020 Board of Trustees Meeting

COVID-19 Student Need Survey Conducted at Irvine Valley College



Irvine Valley College (IVC) conducted a COVID-19 student need survey during the fall 2020 semester. Over 1,400 students replied to the survey for a response rate of 12%. Most students indicated that they had reliable internet (90%), had access to a laptop or computer (91%) or smart phone (94%) to interact with on Canvas. Half of the students indicated having a quiet place to study. About 60% of students revealed being somewhat or very concerned

having all instruction provided online. Most students (60%) also indicated that they experienced significant hardships over the past six months: 30% experienced job loss, 47% indicated reduced income, 21% had difficulty paying rent, 14% had difficulty paying for food, and 3% had difficulty finding a reliable place to sleep.

Furthermore, students expressed concerning levels of anxiety and depression with 67% of respondents indicating having such feelings over the past 30 days. Over 400 students also responded to "What resources or information would be helpful to you?". The most common suggestions were additional support with financial aid, need for physical and mental health support, and help with academics and studying (please also see the word cloud for the most common words and phrases used). Lastly, about 160 students indicated they would like someone to reach out to them to help with additional support.

Irvine Valley College Listed in Top 100 by Hispanic Outlook on Education Magazine



Irvine Valley College (IVC) has been recognized by *The Hispanic Outlook on Education* magazine as one of the top 100 schools for Hispanics in the United States in its October issue. Every year, the magazine releases an index of the Top 100 Schools for Hispanics, which consists of lists from the Department of Education. IVC was recognized in the Degrees Conferred category. HO's Top 100 issue is available at www.hispanicoutlook.com.

IVC Faculty and Staff Participate in UndocuAlly Training

On October 21, IVC hosted its second UndocuAlly training webinar. Over 45 employees participated in the Zoom event, facilitated by Counselor Mark Franco and US Immigration Law, LLP. Topics covered during the training session included information related to protecting the privacy and information of immigrant students and staff; data on undocumented students at IVC; immigration policies impacting undocumented students; the needs, concerns, and challenges of immigrant students and their families; campus and community resources; what it means to become an ally to undocumented students; and legalization opportunities and pending legislation. The training was sponsored by the Institutional Effectiveness Partnership Initiative (IEPI) grant. To date, nearly 150 employees have gone through this training. The UndocuAlly Training was one of several events held during Undocumented Student Action Week from October 19 to October 23.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES:

Barbara J. Jay, Timothy Jamal, David B. Lang, Marcia Milchiker, T.J. Prendergast III, Terri Whitt Rydell, James R. Wright
Kathleen F. Burke, Ed.D., Chancellor • John C. Hernandez, Ph.D., President, Irvine Valley College

An Equal Opportunity Institution

ASEC Hosts STEM Transfer Talk of 2020

On October 9, the Applied Science and Engineering Club (ASEC) hosted a virtual STEM Transfer Talk of 2020 event with board members Professor Ilknur Erbas-White and Professor Zahra Noroozi. The event was attended by more than 150 IVC students, mainly in the engineering and computer science fields. Presentations were given by representatives from the engineering departments of several universities including Cal State Fullerton, Cal State Long Beach, Cal Poly Pomona, UCI, UC Santa Cruz, UC San Diego, UC Riverside, UC Berkeley, UCLA, Johns Hopkins University, Chapman University, Stanford University, USC, and the University of Michigan. Students had the opportunity to ask questions of both university representatives and ASEC alumni working in the engineering field for companies such as Amazon, Facebook, and many others. Some ASEC alumni are full-time professors at community colleges, state universities, and private institutions such as Stanford. The Zoom format helped ASEC feature attendees from out-of-state universities. More than 50 ASEC alumni also attended from the listed universities, offering current IVC students an opportunity to connect and be mentored by their peers. The event had support from the IVC President's Office, the Office of Instruction, the School of IDEA, the School of Math and Computer Science, the Transfer Center, and Matriculation. Next year, ASEC is planning to run a two-week event held over two Fridays; the first will be on Zoom and the second will be in person at the ATEP facility in Tustin.

Irvine Valley College Veteran to be Honored at the AD 74 Veteran of the Year Celebration

IVC Veteran Mohamed Omar Diab has been named Veteran of the Year by Assembly District 74 Assemblywoman Cottie Petrie-Norris. Diab is veteran of the United States Marine Corps where he served as an Aviation Ordnance Technician on the CH-53E for four years while stationed at Marine Corps Air Station Miramar. After his service, he returned home to Irvine and enrolled at IVC and began working as a VA Work Study in the Veterans Services Center. During his time at IVC, Diab continued his service to the community by assisting his fellow student veterans in identifying the benefits they can receive on and off campus; participating in veteran activities and events; and ensuring student veterans receive the help they need when facing any obstacles. Off campus, Diab has provided his services by participating in beach clean ups, food drives, holiday meal disbursements and community flu shot events.

In May of 2020, Diab graduated Cum Laude from Irvine Valley College with a 3.7 GPA. Moreover, he earned an Associates of Arts in Social and Behavioral Sciences as well as a Certificate of Achievement for transfer. He is currently pursuing a bachelor's degree in human services at California State University, Fullerton. He continues his services in the Veteran Services Center at Irvine Valley College assisting students and his fellow veterans as well as serving the community at the Merage Jewish Center in Irvine. Mohamed is motivated by the success of his peers and his community. He believes that you are never wrong to do the right thing in any given situation.

IVC Teams Compete in National Pitch Competition

Congratulations are in order to three of the seven teams from Irvine Valley College who competed in the College Leap national business pitch competition and won an invitation to the regional round, which took place on October 24. Students Apoorva Gunti and Kimberly Rayner presented their HelioPods; Yuki Kitamura presented Thaw; and Rachel Nellis, Esther Kim, and Rachel Kim presented ReciFridge.

General Election Vote Center Held at Irvine Valley College

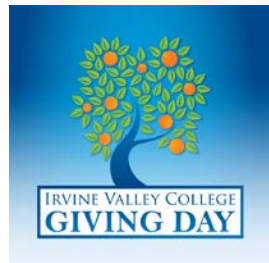
In March, IVC was selected by the Orange County Registrar of Voters to host an Orange County voting center for the California primary election. The offer was extended to the general election, so from October 30 to November 3, voters of Orange County were able to cast their votes at the IVC gymnasium for the presidential general election.

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Kathleen F. Burke, Ed.D., Chancellor • John C. Hernandez, Ph.D., President, Irvine Valley College

Irvine Valley College Hosts Orange County Blood Drive Event

On October 28, IVC was the proud host of the American Red Cross Blood Drive to serve the surrounding Irvine community. Nearly 35 people came out to make donations. This was the second time the college hosted such an event this year.

IVC Foundation Hosts Its Inaugural Giving Day 2020



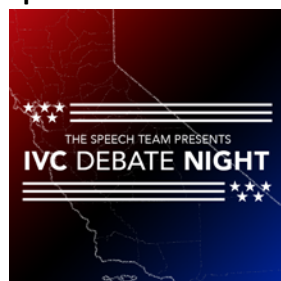
On October 22, the Foundation held its inaugural Giving Day. This day marked the 35th anniversary of the founding of Irvine Valley College. Laser alumni, students, parents, friends, neighbors, faculty, and staff all came together to give back. Their donations will support programs such as Summer Bridge, the Speech and Debate team, and EOPS that help students become successful at IVC and beyond.

Alumnus Alexander “AJ” Merton recently reflected on his time with the Speech and Debate team and the positive impact it has had on his life. According to AJ, “the IVC Speech and Debate Team imbued my teammates and me with an obligation to be respectful, dependable, ambitious, competitive, smart, and creative, and generally nurtured a culture of winning that has carried through throughout my life.” AJ credits IVC for providing him with critical skills and opportunities that led to many of his current blessings, and embraces his obligations to give back to the forensics community and to IVC.

Campus Beautification and Maintenance Update

IVC has recently completed a campus-wide tree-trimming project, including over 980 trees throughout the campus. The resulting mulch was repurposed as weed abatement material and fertilizer in parking lots and planters. The college is home to many large, old-growth trees that exceed prescribed height restrictions, thus prohibiting maintenance staff from performing the same work. In addition to this, during the first week of October, the scheduled maintenance of roofs and HVAC was completed on the Performing Arts Center, B 100, and A 200. Finally, the IVC cafeteria received a much-needed interior facelift, providing floor tile replacement, drop ceiling replacement, new counter tops, and interior wall repair and paint. The cafeteria will also benefit from new indoor and outdoor furniture, complete with a layout specifically designed in adherence to pandemic social distancing requirements.

Speech and Debate Team Participates in Wide Range of October Events



The Speech and Debate Team had a chance to test their skills at their first tournament of the academic year at the 2020 PSCFA Warm-Up Tournament, held October 3-4. Twenty-four colleges and universities came together to compete at the event, with 11 students representing the college. Despite the usual challenges of being virtual, Forensics came out ahead by winning 9 awards in debate, platform speaking, and limited preparation events. Among the most notable awards were the top speaker in Open Informative Speaking and the top speaker in Novice Persuasive Speaking.

On October 10, the team gave back to the community by participating in a tournament directed by Magnet Learning Academy. The tournament was open to elementary, middle, and high school students to compete in Lincoln-Douglas (individual) or Public Forum (team) debate. IVC forensics students served as judges for the event and provided valuable feedback and speaking tips to the 112 young participants. Finally, the team held a series of debates for California Propositions. The team is looking forward to their next events, including more tournaments and a public showcase debate with the Rwanda National Debate Team.

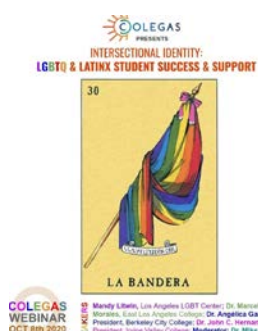
ELEVATE AAPI Create Turnout 2020 to Focus on Minority Voting Trends



Students and faculty with ELEVATE AAPI produced a 30-minute video, Turnout 2020, to focus on important topics related to minorities, xenophobia, and political engagement. It was produced by ELEVATE Director Edwin Tiongson; faculty member Nathan Cayan; and students Harrison Shin, L Dunham, Charlize Ngo, Nikhole Salazar, Ellie Bui, Peter

Votran, James Aranda, and Pia Ramos. The video featured a creative script written by the students. “We find this show particularly important for our students at IVC as many are immigrants, minorities, and/or part of marginalized groups themselves,” Cayan said. “And while the video discusses these topics using a mostly Asian American lens, the themes resonate with many of those who feel like they have been in some way disenfranchised.” The video can be viewed [here](#).

President Hernandez Speaks at COLEGAS Student Success Series



On October 8, IVC President John C. Hernandez was invited to be a part of a panel during the CCCOLEGAS (California Community Colleges Organización de Latinx; Empowerment, Guidance, Advocacy for Success) Student Success Series entitled Intersectional Identity: LGBTQ and Latinx. The panel discussed the ways in which their personal and professional pathways intersect with their Latinx and LGBTQ+ identities, and explored ways to create an inclusive campus culture that addresses the intersectionality of Latinx and LGBTQ students. Dr. Hernandez highlighted the importance of implementing Campus Climate Surveys to properly assess the collective needs of students, and how to identify barriers that may affect them. He also addressed the Campus Pride Index, which attempts to

identify LGBTQ-friendly learning environments. This assessment tool has over 50 self-assessment questions that are categorized around eight different LGBTQ-friendly factors including, but not limited to, policy inclusion; support and institutional commitment; academic life; student life; counseling and health; and recruitment and retention efforts. Results of this survey also include recommendations on what institutions can do to improve the college experience for LGBTQ students and become a more LGBTQ-friendly environment.

Flu Vaccine Drive-Thru Clinic Held on Campus



The Health and Wellness Center hosted its first-ever drive-thru flu shot clinics on October 7 and October 14. IVC partnered with the Orange County Health Care Agency to give over 300 free flu shots to students, staff, faculty, and outside community members. This was a collegewide effort, as employees from the Student Services department, counselors, and faculty attended and helped out. Students from the veterans work study program showed up to control traffic, and Campus Police and Facilities staff helped with the heavy lifting, including the coordination

of the multiple cars entering the event.

IVC President John C. Hernandez greeted cars coming in and Vice President for Student Services Martha McDonald were on hand to greet participants. Nancy Montgomery, Assistant Dean of Health, Wellness and Veterans Services, said, “It felt great working as a team while the workers were happy to just visit with community members while in PPE and conversing with attendees getting their flu vaccine. The days were huge successes, and we would like to thank everyone who came out and all of our wonderful volunteers who helped make this event a success!”

EOPS Hands Out Gas Cards and Bus Passes to Students

On October 16, the counseling department held a gas card and bus pass distribution and book loan drop-off event on campus for EOPS, CARE, CalWORKs, and Guardian Scholars students. President John C. Hernandez and Vice President for Student Services Martha McDonald stopped by to assist with the day's events. Special thanks to Assistant Dean of Health, Wellness and Veterans Services Nancy Montgomery for providing all volunteers with personal protective equipment (PPE) and thermometers.

Marketing and Creative Services Wins at NCMPR Medallion Awards

The Marketing and Creative Services department won big at the NCMPR (National Council for Marketing and Public Relations) Medallion Awards on October 30. Bronze awards were awarded in the following categories: Viewbook- "Success Starts Here" Career Ed Viewbook; Notes/Cards/Invitations- the Holiday Card; and Logo Design- "We Got Your Six" logo created for the Veterans Center. Gold was awarded in Computer-Generated Illustration- Theater Poster, Comedy of Tenors; Television/Video Advertisement- "IVC Next Step" Career Ed Movie Theater ad; Novelty Advertising- the Foundation Calendar; and Social Media- Transfer Thursdays Social Media Campaign. Congratulations!!! Four gold and three bronze!!! Awesome!

New IVC Esports Program Gains Coordinator and Instructor

Adam Lopez, who has been a key contributor in building esports programs in the Irvine Unified School District (IUSD), had been named as the coordinator and instructor of what will be the new IVC esports program. Lopez has been an avid gamer since his childhood and has been a longtime fan of multiplayer games. He achieved a top 1% ranking in multiplayer arena games, first-person shooter and strategy games, and card games. Lopez then became one of the few professional video gamers in 2010 at the age of 18.

A graduate of Long Beach State, Lopez played and coached teams and became active in all aspects of esports clubs. While completing his teaching credential, Lopez advised and coached for the Woodbridge High School Esports Club, where he led students to place in tournaments and secure playoff positions. Lopez also has helped grow the #esportsedu community in Orange County, including developing a middle school esports course with IUSD and serving on a K-12 esports county taskforce, among other efforts. A full introduction and question-and-answer session with Adam Lopez is at www.ivclasers.com.

Upcoming Events

US Vets Mental Health Webinar with Nicole

[November 17 & November 20 \(weekly on Tuesday and Friday\) | 2:30 pm – 3:30 pm](#)

Psychoeducation Webinar for student veterans and Veteran Resource Center Staff

Collectively Growing: Building Communities of Support (Womxn of Color Collective)

[November 19 | 12:00 pm – 1:30 pm](#)

A group dedicated to building community and empowering self-identified womxn of color students, staff, and faculty.

Health and Wellness Center: Let's Talk

[November 20 \(weekly on Friday\) 10:00 am – 11:00 am](#)

The Health Center is hosting drop-in session to help students discuss their stressors

Self-Care During a Socially Distanced Semester

[November 20 | 10:00 am – 11am and November 30 12:00 pm – 1:00 pm](#)

Offering students a safe space to discuss their experiences, encourage connection, and promote healthy coping during these uncertain times.

IVC Cares

[November 23 | 11:00 am – 1:00 pm](#)

Drive-thru event to assist students in need.

Pride Scholars: Lavender Chats

[November 24 | 3:00 pm – 4:30 pm](#)

A safe space where IVC LGBTQIA+ students can discuss their unique issues and concerns.

Respectfully Submitted,



John C. Hernandez, PhD
President



SADDLEBACK COLLEGE

28000 Marguerite Parkway • Mission Viejo, CA 92692
949.582.4500 • www.saddleback.edu

TO: Members of the Board of Trustees
Chancellor Kathleen F. Burke, Ed.D.

FROM: Dr. Elliot Stern, President

SUBJECT: Report for November 16, 2020 Board of Trustees Meeting

Saddleback Finishes Eighth in Ballot Bowl

Saddleback College finished eighth out of 56 participating community colleges in the Ballot Bowl, a state-wide competition to encourage student voter registration. As of November 2, 551 Saddleback students registered to vote, with the count continuing through Election Day (though the voter registration deadline was October 19, eligible students may continue to register to vote and submit a provisional ballot through November 3).

Saddleback served as a Voting Center for the Orange County Registrar of Voters, offering in-person voting and a ballot drop-box from Friday, October 30 through Tuesday, November 3.

President's Town Hall Focuses on Connection

Dr. Stern hosted a Town Hall for all college employees on November 6 from 9:00 am to 10:30 am with a theme focused on mental wellness, reducing stress, and building connection. The agenda included an interview with Lisa Schenitzki on mental, physical and emotional support; a demonstration by Robert Farnsworth on wellness gardening; a look at the college's new live-stream technology and a physics demonstration on "Franklin's Bells" by Todd Brei; a crepe-making demonstration with Lisa Inlow, and stretching and breathing exercises to relieve stress and tension led by Lindsay Steinriede. The session ended with a live panel interview of students, including ASG President Adam Brownell, who spoke about positive experiences with online learning and student support services, and what ASG is doing to keep students connected.

Human Services Hosts Live Webinars with Dr. Cornel West and Christopher Aguilar

The Human Services Department recently hosted two live webinars that were sponsored by the Strong Workforce Program.

On Friday, October 23, Dr. Cornel West, Professor of the Practice of Public Philosophy at Harvard University, spoke in a webinar entitled "Cultivating Racial Equity and Social Justice in Educational and Professional Practices."

On Friday, November 6, the department welcomed Christopher Aguilar, a Master of Arts in Music Theatre and an accomplished actor, playwright, and mental health advocate, who presented "A Filipinx' Journey of Mental Wellness: Navigating the Cultural Influence and Stigmatization of Bipolar Disorder."

Both thought-provoking and lively discussions were moderated by Kim Branch-Stewart, Chair and Professor of Human Services, and Dan Predoehl, Interim Dean of Health Sciences and Human Services.

Two Parking Lots Leased to Mitigate Parking Revenue Loss

The college entered into an agreement with "405 Asset Management" to lease most of parking lots 1 and 5A for approximately 500 delivery vans used by a major internet retailer.

The drivers will be using the Avery entrance to campus, not the main entrance. The agreement will generate \$585,000 in revenue for the college between November 1, 2020 and July 31, 2021, which will partially offset anticipated losses from parking permit revenue this year.

We want to acknowledge and thank Cory Wathen and Priya Jerome for negotiating and finalizing a very complex lease agreement in about a week.

Foundation Virtual Gala Scheduled for November 20

The Saddleback College Foundation's annual gala, "Dream Big @ Home," will be held on Friday, November 20th at 6:30 pm, and will support the urgent needs of our students who are facing financial emergencies and non-academic barriers to success. The virtual gala will feature four inspiring student videos, a silent and live auction, and Fund a Need. Tickets are free and we invite everyone at the College and District to join us.

To encourage participation, all who register online for a free Golden Ticket will be entered into a drawing for a chance to win a vacation at a value of \$2,000. Additional Golden Ticket chances can be purchased for \$50 each, three for \$100 and eight for \$250. The winner will be announced during the Gala.

Please visit www.saddleback.edu/foundation/gala to register.

Online Student Support Hub Launched

Help is just a click away for our online students. The Online Student Support Hub is available to all students both within Canvas and through a browser. Students no longer have to navigate all over the college to find tutoring, counseling, financial aid or other resources – it is now pulled together for online students on a single, unified site.

More than a dozen departments have created useful and actionable items on the Hub to bring online support services in line with our robust online offerings. Immediate clickable tasks include the ability to chat with a librarian, meet with a counselor, and click on a Zoom "front desk" for assistance from various departments.

Extended Learning Team Presents at Virtual Conference

Saddleback Extended Learning was proud to have its proposal accepted to present at the California Adult Education Program (CAEP) Summit 2020 virtual conference. On Monday, October 26, Dr. Karima Feldhus, Executive Dean of Extended Learning; Sue Donelson, Director of Adult Education; Jill Ibbotson AESL Faculty Coordinator; and Javier Corrales, High School Equivalency Program Coordinator, presented "The New Normal: How We Pivoted to Address Our Students' Needs in a Virtual Environment."

The team's 90-minute presentation focused on how they creatively and nimbly moved the adult education program from face-to-face to fully online learning, and continued offering the high-touch program that their AESL, HSE, and OASIS students have come to expect.

Topics included information on the AB 86 South Orange County Regional Consortium, maintaining staff and faculty continuity, delivery of instruction, tutoring and counseling services, and device loan and textbook gift processes. During the presentation, the 70 participants engaged with the panel using the polling feature.

Real Estate Education Center Hosts Fall Conference

The California Community Colleges Real Estate Education Center (CCREEC) Fall Conference was held virtually on October 29-30. The online conference was attended by more than 60 real estate faculty, professionals, and students, and featured workshops on improving online real estate instruction, California Department of Real Estate license and regulation updates, legal changes to real estate practice with a focus on COVID-19, marketing and enrollment support for real estate faculty, information on becoming a community college real estate instructor, an economic report and forecast focused on California real estate, and regional networking opportunities for participants.

The CCCREEC grant project, funded by the Foundation for California Community Colleges, has been housed at Saddleback College since 2016. The center provides professional development for real estate and appraisal faculty, supports improvement and development of California community college real estate programs, encourages student enrollment in real estate career education, and promotes more than \$50,000 in annual real estate student scholarships available through the Foundation.

During the conference, the 2020 Advancing Real Estate Education Award was presented to Dr. Robert Abelson, who has taught real estate appraisal classes at Irvine Valley College, Saddleback College, El Camino College, and Mt. San Antonio College since 1999. Dr. Bob was nominated by fellow real estate faculty, and CCCREEC is delighted to recognize his work in expanding appraisal education, improving online instruction, modeling lifelong learning as an instructor who is always ready to learn new technology, advocating for students seeking appraisal careers, and contributing to student success in the classroom and in their careers.

Weekly Update Wins NCMPR Medallion Award

Saddleback's Office of Marketing and Communications, led by Jennie McCue, received a 2020 Medallion award from the National Council for Marketing and Public Relations for the college's weekly updates. The award was based on a submitted weekly update from April 3, 2020, an issue which included a President's update and seven articles about ways in which the college was coming together to meet the needs of students after its rapid transition to online, from drive-thru laptop and grocery distribution, to interior design students making masks for ICU workers at Mission Hospital.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'ES', is positioned above the printed name of the signatory.

Elliot Stern
President