The vision of the South Orange County Community College District is to be an educational leader in a changing world.

# AGENDA

### Meeting of the Board of Trustees



### Thursday, January 20, 2011

Call to order: 5:00 p.m.

[Followed by Public Comments/Closed Session] Reconvene Open Session: 6:00 p.m.

> Ronald Reagan Board of Trustees, Room145 Health Sciences/District Offices Building Saddleback College 28000 Marguerite Parkway Mission Viejo, CA 92692

Any writings relating to open session agenda items and distributed to all or a majority of all Board members within 72 hours prior to a regular meeting, or within 24 hours prior to a special meeting, shall be made available for inspection by the public at: Office of the Chancellor and Trustee Services, Room 334, Health Sciences/District Offices Building, Saddleback College, 28000 Marguerite Parkway, Mission Viejo, California.

When possible, such writings may also be posted on the District's website: http://www.socccd.edu

### **Board of Trustees**

Nancy M. Padberg – President, T.J. Prendergast, III - Vice President, Marcia Milchiker – Clerk Thomas A. Fuentes, William O. Jay, David B. Lang, Eve Shieh – Student Trustee Gary L. Poertner - Chancellor



## Meeting of the Board of Trustees January 20, 2011

CALL TO ORDER: 5:00 P.M.

### 1.0 PROCEDURAL MATTERS

- 1.1 Call To Order
- 1.2 Public Comments

Members of the public may address the Board on items listed to be discussed in **closed session**. **Speakers are limited to two minutes each**.

### RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957)
  - 1. Public Employee Employment (1)
  - 2. Public Employee Discipline, Dismissal (2)
- B. Conference with Labor Negotiators (GC Section 54957.6)
  - 1. SOCCCD Faculty Association
    - a. Agency Designated Negotiator: David Bugay, Ph. D.
  - 2. California School Employees Association (CSEA)
    - a. Agency Designated Negotiator: David Bugay, Ph. D.
  - 3. Police Officers Association (POA)
    - a. Agency Designated Negotiator: David Bugay, Ph. D.
- C. Conference with Legal Counsel (GC Section 54956.9)
  - Existing Litigation (GC Section 54956.9[b]) (1 case)
     Westphal v. Wagner
  - 2. Anticipated Litigation/Significant Exposure to Litigation (2 cases) (GC Section 54956.9[b][1] and [b][3][A])

### **RECONVENE OPEN SESSION: 6:00 P.M.**

### 2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

### 2.2 Invocation

Led by Trustee Nancy Padberg

### 2.3 Pledge of Allegiance

Led by Trustee T.J. Prendergast

### 2.4 Resolutions/Presentations/Introductions

Resolution: Irvine Valley College Lasers Women's Golf Team

Resolution: Tere Fluegeman, 2010 Outstanding Manager of the Year

District

Resolution: Jerilyn Chuman, 2010 Outstanding Administrator of the Year

Saddleback College

### 2.5 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. **Speakers are limited to up to two minutes each.** 

### 3.0 REPORTS

- 3.1 Oral Reports: Speakers are limited to up to two minutes each.
  - A. Board Reports
  - B. Chancellor's Report
  - C. Board Requests for Report(s)

### 4.0 DISCUSSION ITEMS

4.1 SOCCCD: Project Planning at Saddleback College, Irvine Valley College and Advanced Technology and Education Park (ATEP)
Discuss information on projects and their relationship to current planning efforts.

### 5.0 CONSENT CALENDAR ITEMS

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

5.1 **SOCCCD:** Board of Trustees Meeting Minutes
Approve minutes of a Regular Meeting held on December 6, 2010.

### 5.2 Saddleback College: Digital Piano Sale

Approve the sale of surplus property and authorize the Music Department to hold a surplus sale and to send items not sold to the District warehouse for auction.

### 5.3 Saddleback College: Speakers

Approve general fund honorarium for a speaker at Saddleback College.

### 5.4 Saddleback College: HDTV Studio Cameras for Cinema/TV/Radio Department

Approve award of bid for HDTV Studio Cameras to Snader and Associates, Inc. for a total amount of \$81,030.59.

### 5.5 **SOCCCD: December 2010/January 2011 Contracts**

Ratify contracts as listed.

### 5.6 **SOCCCD: Gifts to the District and Foundations**

Approve acceptance of gifts.

### 5.7 **SOCCCD: Transfer of Budget Appropriations**

Ratify transfer of budget appropriations as shown.

### 5.8 SOCCCD: Budget Amendment: Adopt Resolution No. 11-02 to Amend 2010/2011 Restricted General Fund

Adopt resolution to amend the adopted budget.

### 5.9 **SOCCCD: Purchase Order/Confirming Requisitions**

Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P11-02613 through P11-02976 amounting to \$1,783,223.82 and confirming requisitions dated November 13, 2010 through December 14, 2010 totaling \$124,962.38.

### 5.10 SOCCCD: Payment of Bills

Approve check no. 098184 through 099015, processed through the Orange County Department of Education, totaling \$6,834,438.53; and check no. 010017 through 010029, processed through Saddleback College Community Education, totaling \$32,334.93; and check no. 008789 through 008792, processed through Irvine Valley College Community Education, totaling \$32,676.27.

### 5.11 SOCCCD: Renewal of Bid: Office Supplies 2011

Approve the renewal of contract with Office Max in the anticipated amount of \$326,500.00 for office supplies for the 2011 calendar year.

### 5.12 SOCCCD: Authorization for Institutional Memberships 2010-2011

Approve memberships and estimated dues for organizations.

### 5.13 **SOCCCD: Trustees' Requests for Attending Conferences**

Approve/ratify the Trustees' requests for attending conferences

### 5.14 SOCCCD: Resolution No. 11-01: Conflict of Interest – Biennial Review

Adopt resolution and approve the revised Conflict of Interest Code.

### 5.15 SOCCCD: Contract with Datalink for Software Development Services

Approve an agreement with Datalink for a total amount not to exceed \$54,080.

### 5.16 Saddleback College: Cosmetology and Cosmetician Instruction Agreements

Approve a two year agreement, with options to renew for three additional one year terms with Hair California Beauty Academy for the Cosmetology and Cosmetician instruction at Saddleback College.

### 6.0 GENERAL ACTION ITEMS

6.1 Irvine Valley College: WIA ITA Training Provider Agreement with the County of Orange

Approve the WIA ITA Training Provider Agreement X7, CFDA: 17.258 & 17.260 between IVC and the County of Orange that will establish IVC's eligibility to receive WIA funding and authorize OC WIB to disburse vouchers to IVC to pay for the tuition, fees and books related to approved certificates and/or degrees.

6.2 Irvine Valley College: Parking Bail Increase to Offset New State Legislative Surcharge Pursuant to SB 857

Approve the increase of \$3.00 to the bail schedule for IVC parking violations to offset the additional assessment pursuant to SB 857 assessed on December 7, 2010.

- 6.3 SOCCD: CCCT Board of Directors Nominations
  Approve nomination(s) for membership on the California Community
  College Trustees (CCCT) Board of Directors.
- 6.4 SOCCCD: Renewal Agreement for Firewall Services and Support Approve the renewal of the Palo Alto firewall support and security service subscription using the CMAS reseller Accuvant at a cost not to exceed \$85,000 for the 2011 calendar year.
- 6.5 SOCCCD: Board Policy Revision: BP-4420-Enrollment Fee Reimbursement for Employees, BP-5618-Credit by Examination-Specific Course Credit, BP-5800-Prevention of Identity Theft in Student Financial Transactions, BP-5620-College Level Examination Program (CLEP), BP-6170-Counseling, BP-6180-Career and Technical Educational Program Advisory Committees, BP-5621-English Equivalency Examination

  Discussion/Approval.

- SOCCCD: Board Policy Revision: BP-3530-Compliance with Payment 6.6 Card Industry Data Security Standards (PCI-DSS), BP-5619-Advanced Placement Examination Program, BP-3401-Animals or Pets on Campus, BP-4075-Health and Welfare Benefits for Former Board of Trustees. **BP-166-Health** Benefits, **BP-2001-Administrative** Organization, **BP-5607-Nonresident** Student Tuition, **BP-5506-**Accommodations for Students with Disabilities, BP-6132-Selection of Library Materials, BP-6135-Library-Use Fee Accept for Review and Study
- 6.7 SOCCD: Academic Year 2011/12 Non-Resident Tuition Fees for Foreign & Out-Of-State Students

  Adopt non-resident tuition fee of \$179 per semester unit based on the "District average cost" option.
- 6.8 SOCCD: 2011-2012 Sabbatical Recommendations
  Approval of faculty sabbaticals for the 2011-2012 academic year as recommended by the SOCCCD Sabbatical Committee.
- 6.9 SOCCD: Academic Personnel Actions Regular Items
  Approve New Personnel Appointments, Authorization to Eliminate
  Academic Positions and/or Position Numbers, Authorization to
  Establish an Academic Faculty Position, Change Academic Faculty
  Assignment and Transfer, Additional Compensation: General Fund,
  Additional Compensation: Categorical/Non-General Fund, Reduced
  Workload Program with STRS Retirement Revision.
- 6.10 SOCCCD: Classified Personnel Actions Regular Items
  Approve New Personnel Appointments, Authorization to Eliminate
  Classified Position and/or Position Numbers, Authorization to Extend
  a Temporary Classified Position, Authorization to Establish and
  Announce a Classified Position, Reclassification, Change of Status,
  Out of Class Assignments, Resignation/Retirement/Conclusion of
  Employment, Volunteers.

### 7.0 INFORMATION ITEMS

- 7.1 Saddleback College and Irvine Valley College: Speakers
  Listing of speakers for events and/or classes at Saddleback College
  and Irvine Valley College.
- 7.2 **SOCCCD: Basic Aid Report**Report on projected receipts and approved projects.
- 7.3 SOCCCD: Facilities Plan Status Report Status of current construction projects.
- 7.4 SOCCCD: List of Board Requested Reports
  Listing of reports requested by the Board of Trustees.

### 7.5 **SOCCCD: Monthly Financial Status Report**

Report displays the adopted budget, revised budget and transactions through November 30, 2010.

### 7.6 SOCCCD: Report on Employees with Earnings over \$100,000 for Fiscal Year 2009/2010

Report of employees who had earnings in excess of \$100,000.

### 7.7 SOCCCD: New Market Tax Credit Report

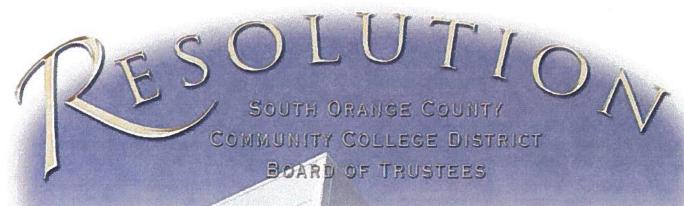
Participation in a pilot program for NMTC at ATEP utilizing the services of Public Economics, Inc. as the consultant on this project.

### 8.0 WRITTEN REPORTS

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

President, Saddleback College
President, Irvine Valley College
Provost, ATEP
Associated Student Government of SC
Associated Students of IVC
Saddleback College Academic Senate
Irvine Valley College Academic Senate
Faculty Association
California School Employees Association
Saddleback College Classified Senate
Irvine Valley College Classified Senate
District Services Classified Senate
Police Officers' Association

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



JANUARY 20, 20101

### IRVINE VALLEY COLLEGE LASERS WOMEN'S GOLF

### **2010 STATE CHAMPIONS**

bereas, the 2010-2011 Irvine Valley College Lasers Women's Golf Team had a triumphant season, culminating in the College's 13th State Championship and Women's Golf's first Team Championship by defeating Canyons, Sacramento City and Modesto City colleges with a two day total of 650 at Los Serranos Country Club; and

bereas, the team recorded their first-ever team Regional Championship, defeating five other colleges en route to posting a 632 team score in their third regional appearance in the last six years; and

hereas, players Kaycee Fuller, Chelsea Kasprowicz, Foya Lazare, Taylor Moore, Ashley Penner, and Nicole Rivera, earned All-Conference honors, while Rivera was also named the Conference and Regional Player of the Year in addition to making her second consecutive All-State team; and

Lereas, the team was coached by Ben Burnett who was named Orange Empire Conference Coach of the Year for the fourth time in the last seven years, while collecting his third OEC title; therefore,

e it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate the 2010-2011 Irvine Valley College Women's Golf Team members Kaycee Fuller, Chelsea Kasprowicz, Foya Lazare, Taylor Moore, Ashley Penner, and Nicole Rivera, Head Coach Ben Burnett, and Assistant Coaches Mark Flippin and Alan Ochiai for their outstanding athletic season and excellent representation of Irvine Valley College.

Nancy M. Padberg, President

T.J. Prendergast, III, Vice President

Marcia Milchiker, Clerk

Thomas A. Fuentes, Member

David B. Lang, Member

Gary L. Poertner, Chancellor

William O. Jay, Member

Eve Shieh, Student Member



# South Orange County COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

JANUARY 20, 2011

### TERE FLUEGEMAN

2010 Outstanding Manager of the Year

hereas, Tere Fluegeman, the ATEP Director of Public Information and Marketing, was voted by her colleagues and recognized by Chancellor Gary Poertner as the 2010 Outstanding Manager of the Year; and

Thereas, Tere Fluegeman has shown extraordinary initiative to identify opportunities to promote the district, colleges and ATEP; and

hereas, Tere Fluegeman is described by her colleagues as collaborative, resilient, highly productive, technosavvy and strategic, providing leadership and mentorship to many; and

hereas, Tere Fluegeman is known for her creativity and unfailing positivity with a remarkable ability to analyze strategies and issues and navigate complex controversies, delays and setbacks with tact and apparent ease; and

hereas, while serving for the last five years, Tere Fluegeman's dedication, leadership and teamwork with district-wide faculty, staff, administrators, students and the community have been critical to the launch of our new campus at ATEP and have contributed to the overall success of our district; therefore,

e it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Tere Fluegeman upon her achievement and well-deserved recognition as the 2010 Outstanding Manager of the Year.

Nancy M. Padberg, President	T.J. Prendergast, III, Vice President	
Marcia Milchiker, Clerk	Thomas A. Fuentes, Member	SOUTH ORANGE GOUNA
William O. Jay, Member	David B. Lang, Member	College District
Gary L. Poertner, Chancellor	Eve Shieh, Student Member	



JANUARY 20, 2011

### JERILYN CHUMAN

2010 Outstanding Administrator of the Year

hereas, Jerilyn Chuman, Dean of Counseling Services and Special Programs at Saddleback College, was voted by her colleagues and recognized by Chancellor Gary Poertner as the 2010 Outstanding Administrator of the Year; and

hereas, Jerilyn Chuman eagerly and tirelessly welcomes the unique challenges and work volume of her position, supervising 14 programs in order to provide critical services to students and the community, even when it means staying late or working weekends; and

hereas; Jerilyn Chuman has established a reputation among her peers and staff for her kindness, warmth, sense of humor, support, service, guidance and strength in guiding staff and students through challenges and opportunities; and

hereas, Jerilyn Chuman is described by her colleagues as kind, dedicated, creative, imaginative, hard working, organized and a team builder who mentors others and provides a positive example and attitude; and

hereas, during her 29 years, Jerilyn Chuman's dedication, leadership and teamwork in Counseling, EOPS/CARE, DSPS, Transfer Center, CalWORK's, Matriculation, Career Guidance and Job Search services and the Adult Opportunity/Re-entry Center have contributed greatly to the success of students, Saddleback College, and the community; therefore,

Be it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Jerilyn upon her achievement and well-deserved recognition as the 2010 Outstanding Administrator of the Year.

Nancy M. Padberg, President	T.J. Prendergast, III, Vice President	
Marcia Milchiker, Clerk	Thomas A. Fuentes, Member	SOUTH OF THE SOUTH
William O. Jay, Member	David B. Lang, Member	1067 COLLEGE DISTRICT
Gary L. Poertner, Chancellor	Eve Shieh, Student Member	

**DATE:** 1/20/11

**TO:** Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Project Planning at Saddleback College, Irvine Valley College and

Advance Technology and Education Park (ATEP)

**ACTION:** Discussion

### **BACKGROUND**

As requested by Trustees Nancy Padberg and David Lang, staff has developed information designed for discussion to address the Saddleback College Sciences Building and the Saddleback College Stadium along with other district priorities.

### **STATUS**

Brandye D'Lena, District Director of Facilities Planning and Purchasing, will present information on the requested projects and their relationship to current planning efforts. Additionally, Dr. Tod Burnett, President, Saddleback College; Dr. Glenn R. Roquemore, President, Irvine Valley College (IVC); and Dr. Randy Peebles, Assistant Vice Chancellor of Economic Development will be available to address this topic.

Item Submitted By: David Bugay, Ph.D., Acting Vice Chancellor, Business Services

ITEM:

5.1 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Minutes of the Board of Trustees Meeting

**ACTION:** 

Approval

### Minutes from:

December 6, 2010 Organizational Meeting of the Board of Trustees (Exhibit A) are submitted to the Board for review and approval.

Item Submitted by: Gary L. Poertner, Chancellor

# 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 DECEMBER 6, 2010

### **PRESENT**

Members of the Board of Trustees:

Nancy M. Padberg, Vice President Marcia Milchiker, Clerk John S. Williams, Member Thomas A. Fuentes, Member William O. Jay, Member David B. Lang, Member T.J. Prendergast, Member Eve Shieh, Student Member

### **ABSENT**

Donald P. Wagner, President

Administrative Officers:
Gary Poertner, Chancellor
Robert Bramucci, Vice Chancellor, Technology and Learning Services
David Bugay, Vice Chancellor, Human Resources
Tod Burnett, President Saddleback College
Glenn Roquemore, President Irvine Valley College
Randy Peebles, Provost, ATEP

### CALL TO ORDER: 5:00 P.M.

### 1.0 PROCEDURAL MATTERS

- 1.1 Call to Order
- 1.2 Public Comments Members of the public may address the Board on items listed to be discussed in closed session. Speakers are limited to two minutes each.

### RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957)
  - 1. Public Employee Discipline, Dismissal (4)
- B. Conference with Labor Negotiators (GC Section 54957.6)
  - 1. SOCCCD Faculty Association
    - a. Agency Designated Negotiator: David Bugay, Ph. D.
  - 2. California School Employees Association (CSEA)
    - a. Agency Designated Negotiator: David Bugay, Ph. D.
  - 3. Police Officers Association (POA)
    - a. Agency Designated Negotiator: David Bugay, Ph. D.
- C. Conference with Real Property Negotiators (GC Section 54956.8)
  - 1. Property located at former Marine Corps Air Station, Tustin, portions of Property known as Tustin Legacy Agency Designated Negotiator: David Bugay, Ph. D.; Consideration of terms of possible property exchange with County of Orange
  - 2. ATEP: Property located at 15101 Redhill Avenue, Tustin, CA; Agency Designated Negotiator: Hudson Pacific Properties and CB Richard Ellis with \$9.2 million on Price and Conditions.
- D. Conference with Legal Counsel (GC Section 54956.9)
  - 1. Existing Litigation (GC Section 54956.9[b]) (1 case) Westphal v. Wagner'
  - 2. Anticipated Litigation/Significant Exposure to Litigation (3 cases) (GC Section 54956.9[b][1] and [b][3][A])

### 2.0 PROCEDURAL MATTERS

### 2.1 Actions Taken in Closed Session

On a 6-0 vote, with Trustee Wagner absent, the board approved not to renew an administrator's contract.

On a 6-0 vote, with Trustee Wagner absent, the board approved settlement agreement with a classified manager.

On a 6-0 vote with Trustee Wagner absent, the board approved termination of employment of a classified employee.

### 2.2 Invocation

Led by Trustee Marcia Milchiker

### 2.3 Pledge of Allegiance Led by Trustee Nancy Padberg

### 2.4 Administration of Oath of Office to New and Re-Elected Trustees

Lyle Robertson, Commissioner, Laguna Hills Harbor Court administered the Oath of Office to Nancy Padberg, Marcia Milchiker and T.J. Prendergast.

### 2.5 Annual Organizational Meeting and Facilities Corporation Meeting

### A. Election of Officers

On a motion made by Trustee Milchiker and seconded by Trustee Jay, Trustee Padberg was nominated President. This motion passed on a 6-1 vote with Trustee Fuentes opposing. On a motion made by Trustee Jay and seconded by Trustee Padberg, Trustee Prendergast was nominated as Vice President of the Board of Trustees. This motion passed on a 7-0 vote. On a motion made by Trustee Jay and seconded by Trustee Padberg, Trustee Milchiker was nominated to be Clerk. This motion passed on a 7-0 vote.

### B. Appointment of Secretary and Assistant Secretary

On a motion made by Trustee Milchiker, seconded by Trustee Jay and unanimously carried, Chancellor Poertner was appointed Secretary. On a motion made by Trustee Milchiker, seconded by Trustee Jay and unanimously carried, Vice Chancellor Bugay was appointed Assistant Secretary.

### C. Appointment of Trustee Representatives

### Representative to the Nominating Committee to the Committee on School District Organization:

On a motion made by Trustee Milchiker, seconded by Trustee Padberg and unanimously carried, T.J. Prendergast was appointed Representative; and on a motion made by Trustee Lang and seconded by Trustee Prendergast, Marcia Milchiker was appointed Alternate Representative.

### District's Political Action Representative to the Orange County School Boards Association:

On a motion made, seconded and unanimously carried, Trustee David Lang was appointed Representative to the Orange County School Boards Association.

### **Liaison to Orange County Community College Trustees**

**Association**: On a motion made by Trustee Williams, seconded by Trustee Lang and unanimously carried, Bill Jay was appointed Liaison to Orange County Community College Trustees Association.

### Representative to the Orange County Legislative Task Force:

On a motion duly made, seconded and unanimously carried, Tom Fuentes was appointed Representative to the Orange County Legislative Task Force. On a duly motion made, seconded and unanimously carried, Marcia Milchiker was appointed Alternate Representative.

### D. Establishment of Regular Meeting Dates

On a motion made by Trustee Williams and seconded by Trustee Milchiker the Board unanimously approved the Board meetings for the calendar year 2011 with one amendment: the January meeting will take place on January 20, 2011.

### E. Establishment of Agenda Planning Calendar

On a motion made by Trustee Fuentes and seconded by Trustee Jay the Agenda Planning Calendar was unanimously approved with the amendment to the meeting date for January.

- F. Approval of Agenda Format
  On a motion made by Trustee Lang, seconded by Trustee Jay the
  Agenda format was unanimously approved.
- G. Special Meeting of the Board of Directors, Facilities Corporation.

On a motion made by Trustee Fuentes, seconded by Trustee Jay and unanimously carried, the same persons holding membership on the SOCCCD Board of Trustees were elected as directors of the SOCCCD, and the same officers of the SOCCCD Board of Trustees were elected to the Facilities Corporation Facilities Corporation to a term of office extending until the next annual organizational meeting. On a motion made by Trustee Jay and seconded by Trustee Williams and unanimously carried, Vice Chancellor David Bugay was appointed Treasurer. The President, Vice President, Secretary and Treasurer are elected to a term of office extending until the next annual organizational meeting.

### 2.6 Resolutions/Presentations/Introductions

Resolution: John Williams, Member, Board of Trustees

### 2.7 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. Speakers are limited to up to two minutes each.

### **RECONVENE OPEN SESSION: 6:30 P.M.**

### 3.0 REPORTS

- 3.1 Oral Reports: Speakers are limited to two minutes each.
  - A. Board Reports
  - B. Chancellor's Report
  - C. Board Request(s) for Report(s)

On a motion made by Trustee Milchiker and seconded by Trustee Williams the board approved a Board Request for Report from Trustee Padberg for a study from the District and Saddleback College on the construction of a new football stadium.

On a motion made by Trustee Milchiker and seconded by Trustee Jay the board approved a Board Request for Report from Trustee Padberg for a report on the construction of a Science Building at Saddleback College.

### 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.

On a motion made by Trustee Jay and seconded by Trustee Milchiker the Consent Calendar Items were approved on a 7-0 vote.

5.1 SOCCCD: Board of Trustees Meeting Minutes
Approve minutes of a special meeting and regular meeting held on
November 17, 2010.

- 5.2 Saddleback College: Study Abroad Program to Santander, Spain Approve the Saddleback College study abroad program: Spanish Language Studies in Santander, Spain in the summer of 2011 and direct the administration to execute the Educational Tour/Field Study Travel Contractor Agreement with the Travel and Education for coordinating all travel agreements.
- 5.3 Saddleback College: Spring 2011 Community Education Programs Approve the Community Education courses, presenters, and compensation as presented.
- 5.4 Saddleback College: Donated Equipment
  Approve the donation of three personal computers to the Epiphany
  Center, a shelter for women and children.
- 5.5 Saddleback College: Simulation Equipment for Health Sciences
  Approve award of bid for Simulation Equipment to Laerdal Medical
  Corporation for a total amount of \$168,951.89.
- 5.6 Irvine Valley College: Sub-Award Grant Acceptance from Coast
  Community College District
  Approve the Coast Community College District sub-award grant for
  \$6,800.00 funded through the California Community Colleges Chancellor's
  Office for its Business Industry Collaborative.
- 5.7 Irvine Valley College: Employment Training Panel Application
  Approve the ETP Application Package, allowing TFP to submit the training application to the State on behalf of IVC.
- 5.8 Irvine Valley College: Energy Service Agreement Amendment No. 1
  Approve amendment to Performance Based Energy Savings Agreement assigned to Chevron Energy Solutions Company.
- 5.9 SOCCCD: Amendment to Blackboard Mobile Contract
  Approve amendment to Blackboard contract for mobile services for students for a total amount not to exceed \$97,120.00.
- 5.10 SOCCCD: Authorized Signature List of Board of Trustees' Designees to Approve Documents and Contracts Approve authorizing individuals.

- 5.11 SOCCCD: Budget Amendment:

  Adopt Resolution No. 10-21 to Amend 2010/2011 Restricted General
  Fund Adopt resolution to amend the adopted budget.
- 5.12 SOCCCD: Purchase Order/Confirming Requisitions
  Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P11-02410 through P11-02612 amounting to \$3,020,171.50 and confirming requisitions dated October 27, 2010 through November 12, 2010 totaling \$28,949.06
- 5.13 SOCCCD: Payment of Bills
  Approve check no. 097659 through 098183, processed through Orange
  County Department of Education, totaling \$2,072,753.09; and check no.
  010008 through 010016, processed through Saddleback College
  Community Education, totaling \$7,343.48; and checks no. 008784 through
  008788, processed through Irvine Valley College Community Education,
  totaling \$25,072.33.
- 5.14 SOCCCD: Transfer of Budget Appropriations
  Ratify transfer of budget appropriations as shown.
- 5.15 SOCCCD: Authorization of Payment to Student Trustee Absent from Board Meeting
  Adopt resolution authorizing payment to Student Trustee.
- 5.16 SOCCCD: Trustees' Requests for Attending Conferences Approve the Trustees' requests for attending conferences.
- 5.17 SOCCCD: November 2010 Contracts Ratify contracts as listed.

### 6.0 GENERAL ACTION ITEMS

6.1 SOCCCD: Acceptance of District Annual Audit Report: 2009-2010 Accept report for review and study.

On a motion made by Trustee Williams and seconded by Trustee Lang the District Annual Audit Report 2009-2010 was accepted on a 7-0 vote.

6.2 SOCCCD: Hillpointe/Promenade Apartments: Administer Ground Lease Agreement and Approve Assignment and Assumption of the Lease to MG Properties Investment Real Estate

Approve motion for authorization to the Chancellor or his/her designee to execute all documents necessary to carry out the terms of the assignment and assumption.

On a motion made by Trustee Williams and seconded by Trustee Prendergast this item was approved on a 7-0 vote.

6.3 SOCCCD: Contracts with Neudesic, LLC for Software Development,
System Audits, and Emergency Support
Approve contracts for additional SIS and Data Warehouse features as well
as business continuity services for a total of \$1,170,000.00

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

6.4 SOCCCD: BP 1400 Code of Ethics for Members of the Board of Trustees, BP 3450 Traffic and Parking Regulations, BP 4009 Drivers for College-Sponsored Activities, BP 4201.3 Re-Employment of Classified Personnel, BP 4203 Sick Leave for Educational Administrators and Classified Management Personnel, BP 5627 Student Participation in Governance and BP 6122 Challenge of Adopted Instructional Materials Approve Board Policies as presented.

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

6.5 SOCCCD: Board Policy Revision: BP-4306-Calendar, BP-4420-Enrollment Fee Reimbursement for Employees, BP-5618-Credit by Examination-Specific Course Credit, BP-5800-Prevention of Identity Theft in Student Financial Transactions, BP-5620-College Level Examination Program (CLEP), BP-6170-Counseling, BP-6180-Career and Technical Educational Program Advisory Committees, BP-5621-English Equivalency Examination

Accept for Review and Study

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

6.6 SOCCCD: Academic Personnel Actions - Regular Items
Approve New Personnel Appointments, Academic Temporary PartTime/Substitute Staff, Change in Administrative Position Title, Change of
Status, Administrator Contract Extension, Additional Compensation:
General Fund, Additional Compensation: Categorical/Non-General Fund,
Leave of Absence, Resignation/Retirement/ Conclusion of Employment,
Change on Academic Administrator Salary Schedule.

On a motion made by Trustee Lang and seconded by Trustee Prendergast this Item was approved on a 6-1 vote with Trustee Jay opposing.

6.7 SOCCCD: Classified Personnel Actions - Regular Items
Approve New Personnel Appointments, Authorization to Eliminate
Classified Position and/or Position Numbers, Change of Status, Classified
Bilingual Stipend, Additional Compensation, Out of Class Assignments,
Leave of Absence, Resignation/Retirement/Conclusion of Employment,
Volunteers.

Item E.1 was pulled by administration and it was noted that the date for item G.2 should read 2011 and not 2010. On a motion made by Trustee Williams and seconded by Trustee Jay this item passed on a 7-0 vote.

6.8 SOCCCD: Claim Against the District: Kathleen Schrader
Recommendation to reject Kathleen Schrader's claim and refer it to the
District's insurance administrator for processing.

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

6.9 SOCCCD: Land Exchange with the County of Orange - Memorandum of Understanding

Approve/Ratify the Memorandum of Understanding.

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

- 6.10 Saddleback College: Amended 2011-2012 Faculty Request List Approve the announcement and recruitment of the replacement of the Matriculation Coordinator/Counselor faculty position.
  - On a motion made by Trustee Lang and seconded by Trustee Milchiker this item passed on a 7-0 vote.
- 6.11 SOCCCD: Resolution In Support of Expedited Implementation of SB 1440 Approve Resolution which expresses the intent to expedite approval of degrees in order to have SB 1440 fully implemented by Fall 2011.

On a motion made by Trustee Williams and seconded by Trustee Milchiker this item passed on a 7-0 vote.

### 7.0 **INFORMATION ITEMS**

- 7.1 Saddleback College: Speakers
  A listing of speakers for events and/or classes at Saddleback College.
- 7.2 SOCCCD: Basic Aid Report
  Projected receipts and approved projects.
- 7.3 SOCCCD: Facilities Plan Status Report Status of current construction projects.
- 7.4 SOCCCD: Monthly Financial Status Report Report is as of October 31, 2010.

On a motion made by Trustee Milchiker and seconded by Trustee Williams the Board unanimously approved continuing the meeting past 9:00 p.m. until its conclusion.

7.5 Irvine Valley College: Community Education Program submitted as requested.

Vice President of Instruction Craig Justice presented a report to the Board.

### 8.0 WRITTEN REPORTS

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

- A. President, Saddleback College
- B. President, Irvine Valley College
- C. Provost, ATEP
- D. Associated Student Governments of SC
- E. Associated Students of IVC
- F. Saddleback College Academic Senate
- G. Irvine Valley College Academic Senate
- H. Faculty Association
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Irvine Valley College Classified Senate
- L. District Services Classified Senate
- M. Police Officers' Association

### 9.0 ADDITIONAL ITEMS

9.1 SOCCCD: Resolution Establishing Procedure for Appointment of Provisional Board Member Approve Resolution No. 10-25 establishing the procedure for the appointment of a provisional board member as shown in Exhibit A.

On a motion made by Trustee Williams and seconded by Trustee Jay, this item passed on a 7-0 vote.

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

The meeting was adjourned at 9:15 p.m. in memory of Dr. Fred Bremer, former Saddleback College president; Francisco Cinto, Saddleback College custodian; and Nicholas Nikolenko, IVC police officer.

ITEM: 5.2 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

Saddleback College: Digital Piano Sale

**ACTION:** 

**Approval** 

### **BACKGROUND**

The Saddleback College Music Department received competitive equipment funding to purchase new digital pianos for its piano lab, replacing twenty-three (23) fifteen year old digital pianos. The old pianos which are determined to be of no usable value to the District are then aggregated for disposal. Board Policy 3600 requires that the Board of Trustees authorize the 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 no longer suitable for District or College use. It is recommended that a surplus sale be held in accordance with the requirements of Education Code No. 81452; the sale will be held during the spring 2011 semester at a time mutually agreed upon by the District warehouse and the Saddleback College Music Department.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the sale of surplus property and authorize the Music Department to hold a surplus sale, to sell the items listed in Exhibit A, and to send items not sold to the District warehouse for auction.

Item Submitted By: Dr. Tod A. Burnett, President

### **Obsolete Digital Pianos**

Qty	Description	Purchase Cost	Total Cost
23	Technics SX-PC200 Digital Student Pianos	\$200.00	\$4,600.00
	Total		\$4,600.00

ITEM: 5.3 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

Saddleback College: Speakers

**ACTION:** 

**Approval** 

### **BACKGROUND**

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

### **STATUS**

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges and/or ATEP since the last board meeting. Travel expenses and/or honoraria 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 honoraria.

### **RECOMMENDATION**

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

Item Submitted By: Dr. Tod A. Burnett, President

# SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

# SADDLEBACK COLLEGE

Presentation Date	Faculty Member Course Title/Activity	Speaker Name	Topic	General Fund Honorarium/Travel
2/25/11 9:30 am – 11:30 am Laguna Woods Village, Auditorium Clubhouse 3	Collette Chattopadhyay HUM 204X, Modern World Culture: 1700 to Present (EI)	Terry O'Neill	A Economic Outlook: Shaping the Future from a Global, National, and Local Perspective	\$100

ITEM: 5.4 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

Saddleback College: HDTV Studio Cameras for Cinema/TV/Radio

Department

**ACTION:** 

**Approval** 

### **BACKGROUND**

The program review for Communication Arts, now called Cinema/TV/Radio, identified a need to provide high definition output. This objective will be complete once cameras are replaced in the television production studios. The college equipment committee approved funding for this purchase and for training on camera use and post production work. The acquisition of these cameras will provide the last major piece in the studio production component.

### **STATUS**

On December 15, 2010, Bid No. 2000 for HDTV Studio Cameras for Cinema/TV/Radio at Saddleback College was sent to eleven prospective vendors. Two vendors responded to the invitation to bid and their bid was opened on January 4, 2011. CCS Presentation of Costa Mesa bid \$85,757.63; and the lowest bid meeting all specifications was Snader and Associates, Inc. for \$81,030.59 of Signal Hill, CA.

Saddleback College staff reviewed the bids and recommend award to Snader and Associates, Inc.

Funds are available in the Saddleback College General Fund which is \$120,442.39.

### RECOMMENDATION

The Chancellor recommends that the Board of Trustees award Bid No. 2000 for HDTV Studio Cameras to Snader and Associates, Inc. for a total amount of \$81,030.59.

ITEM: 5.5

**DATE:** 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: December 2010/January 2011 Contracts

**ACTION:** 

Ratification

### **BACKGROUND**

On January 16, 2007, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$100,000, with the following exceptions: Subaward agreements, for contracts involving bid limits the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$76,700 for equipment, supplies and maintenance projects. During December 2010/January 2011, the following contracts were reviewed and approved by the Vice Chancellor of Business Services, following review by legal counsel, when appropriate.

CONTRACTOR NAME	CONTRACT AMOUNT
C.W. Driver Construction Management Services Agreement to provide basic services for the Pool Deck Replacement Project at Saddleback College.	
H2 Environmental Consulting Consultant Agreement to provide asbestos air monitoring and project oversight for the ATEP demolition project.	\$71,050.00
Janine Cirrito Consultant Agreement to design CA Career Café Ning Network for career professionals for Irvine Valley College.	\$20,000.00
KE Design Consultant Agreement to research professional associations related to California Industry Sectors and Pathways for Irvine Valley College.	
Facilities Planning and Program Services, Inc. Consultant Agreement for Survey Services.	\$20,000.00

	Page 2 of 4
CORD Subaward Agreement for the National Center for Optics and Photonics Education program at ATEP.	\$15,000.00
Larry Burbridge Consultant Agreement to provide paramedic program course content.	\$11,000.00
Jackstin Agreement Amendment No. 1 increasing the not to exceed amount by \$10,000.00 to provide services to web development for the Career Development Work-Based Learning Linkages. The total revised contract amount is \$30,000.00.	\$10,000.00
Blackboard, Inc. Professional Services Agreement to provide maintenance services with the Blackboard Learn platform.	\$9,200.00
PB Americas, Inc. Consultant Agreement for Labor Compliance Program for the ATEP Demolition Project.	\$6,580.00
Amateur Theatrical Presentation License Agreement for the performance of Oklahoma at McKinney Theatre, Saddleback College.	\$6,208.50
KP Comedy Performance Contract for engagement at McKinney Theatre at Saddleback College.	\$5,200.00
Keppler Agreement for lecture at Saddleback College.	\$5,000.00
City of Laguna Niguel Facilities Use Agreement to provide use of pool for classes offered at Saddleback College.	\$3,900.00
American Geotechnical, Inc. Consultant Agreement to provide geotechnical investigation for Technology and Applied Sciences Building project at Saddleback College.	\$3,800.00
Making Connections Consultant agreement Amendment No. 1 to increase the amount of the contract by an additional \$3,000.00.	\$3,000.00

	Page 3 of 4
Graphic Edge Consultant Agreement Amendment No. 1 to increase the amount of the contract by an additional \$3,000.00.	\$3,000.00
Kathryn McMiller Consultant Agreement to participate in H.I.T. program and course development at Saddleback College.	\$2,200.00
Phil Kaye Performance Engagement Contract for performance at Saddleback College.	\$2,200.00
Daniel J. Pothen Consultant Agreement to participate in H.I.T. program and course development at Saddleback College.	\$2,200.00
Challenge U Agreement to provide an outdoor educational teambuilding experience at Saddleback College.	\$1,950.00
The Fun Company Event Contract for equipment for event at Irvine Valley College.	\$595.00
Kathryn McMiller Consultant Agreement to participate in H.I.T. program and course development at Saddleback College.	\$350.00
Orange County One-Stop Center-South Cost Sharing Agreement partnering with Orange County One-Stop Center and share in the cost of the program with Irvine Valley College. IVC paying their share by providing instruction and non-instructional services only.	\$0.00
St. Joseph Hospital of Orange Affiliation Agreement Amendment No. 1 requiring a health clearance for students participating in the training program.	\$0.00
Pacific Neuropsychiatric Specialists Affiliation Agreement to provide clinical-internship experiences for the students at Saddleback College.	\$0.00
A to Z Wholesale Off Campus Facility Use Agreement for class.	\$0.00
Gold Coast Counseling Center, Inc.  Affiliation Agreement to provide clinical-internship experiences for the students at Saddleback College.	\$0.00

Item Submitted By: David Bugay, Ph.D., Acting Vice Chancellor, Business Services

City of Newport Beach
Program Agreement for recreational and enrichment classes offered by Irvine Valley College.

Southern CA Skin and Laser
Affiliation Agreement to provide clinical-internship experiences for the student at Saddleback College.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees ratify the contracts as shown above.

ITEM: 5.6

**DATE:** 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Gifts to the District and Foundations

**ACTION:** 

Approval

### **BACKGROUND**

Pursuant to the California Education Code Section 72241 and Board Policy 3300, the Board of Trustees "receives and administers gifts to the District." The division/school or office within the college receiving the donated item reviews all gifts.

### **STATUS**

The gifts listed on EXHIBIT A have been reviewed by the appropriate district and college officials and have been determined to be of benefit to the receiving location.

### RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept the donation(s) to the District and/or the Foundations listed on EXHIBIT A and further direct that its appreciation be appropriately conveyed to the donor(s).

### DONATIONS January 20, 2011

### SADDLEBACK COLLEGE

Gift	Donated By:
2011 Kia Optima Car	Kia Motors America, Inc.
	111 Peters Canyon Road
	Irvine, California 92606
Clothing and Fashion	Betty Kreisel Shubert
	21580 Paseo Venezia
	Mission Viejo, California 92692
Bond Knotting Machine w/extended	Carolyn Servin
needle section	6401 E. Nohl Ranch Road #73
	Anaheim, California 92807

**ITEM:** 5.7

DATE: 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Transfer of Budget Appropriations

**ACTION:** 

Ratify

### **BACKGROUND**

Title 5, California Code of Regulations, Section 58199 requires the Board of Trustees to approve, by a two-thirds (2/3) vote of its members, all transfers of funds from its contingency reserve to any expenditure classification and ratify, by a majority vote, all transfers of funds between expenditure classifications other than that originating from the Contingency Reserve.

### **STATUS**

In accordance with Administrative Regulation 3101, the Transfer of Budget Appropriations delineated on EXHIBIT A is presented for ratification.

### RECOMMENDATION

The Chancellor recommends that the Board of Trustees ratify the Transfer of Budget Appropriations as detailed in EXHIBIT A.

#### TRANSFER OF BUDGET APPROPRIATIONS

Journal Number	Account	Description	From	То
BR11-00209	01-4580-1-069-1-058-036-1305	DUPL CHBACKS	6,000.00	
21111 00200	01-5811-1-069-1-058-036-1305	CONTRACT SERVICES	0,000.00	6,000.0
			6,000.00	6,000.0
BR11-00211	01-2141-2-289-1-054-033-1230	RG CLERIC SAL	8,177.00	
	01-2483-2-289-1-054-033-1230	HR INSTR STRM SAL	7,014.00	
	01-3510-2-289-1-054-033-1230	UNEMP INSTR STAFF	51.00	
	01-5891-2-289-1-054-033-1230	INDIRECT CHARGES	1,533.00	
	01-1313-2-289-1-054-033-1230	HR CLSSRM FAC PT		6,001.0
	01-2342-2-289-1-054-033-1230	NON-INSTR CLASS, OT		3,277.0
	01-2453-2-289-1-054-033-1230	INSTRICL HOURLY		5,871.0
	01-3310-2-289-1-054-033-1230 01-3350-2-289-1-054-033-1230	OASDI INSTRICLSSF		1,064.0
	01-3520-2-289-1-054-033-1230	MEDIC INSTR EMPLY UNEMP NINST STAFF		249.0
	01-3610-2-289-1-054-033-1230	WCOMP INSTRUCTIONAL		15.0 298.0
			16 775 00	
			16,775.00	16,775.0
BR11-00212	95-5999-D-M01-1-036-000-6450	OPR EXP SRVS HOLDING	23,070.00	
	95-6410-D-M01-1-036-000-6450	NEW EQUIPMENT		23,070.0
			23,070.00	23,070.0
BR11-00213	01-6410-0-000-1-056-000-4900	NEW EQUIPMENT	1 <b>0</b> ,081.00	
	01-4300-0-000-1-056-050-1914	INSTR SUPPLIES & MATERIALS	·	10,081.0
			10,081.00	10,081.0
BR11-00214	01-2141-2-241-1-058-036-1305	RG CLERIC SAL	1 100 00	
DITTI OOLI 4	01-2383-2-241-1-058-036-1305	HR SHORTERM SAL	1,108.00 7,500.00	
	01-2483-2-241-1-058-036-1305	HR INSTR STRM SAL	7,772.00	
	01-5811-2-241-1-058-036-1305	CONTRACT SERVICES	1,620.00	
	01-5270-2-241-1-058-036-1305	CONFERENCE	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	6,000.0
	01-5173-2-241-1-058-036-1305	LECTURER/GUEST SPEAKER		3,000.0
	01-5271-2-241-1-058-036-1305	DISTRICT EVENTS		2,000.0
	01-5691-2-241-1-058-036-1305	FIELD TRIPS/TOURS		2,500.0
	01-5811-2-241-1-058-036-1305	CONTRACT SERVICES		4,500.0
			18,000.00	18,000.0
BR11-00215	01-1414-1-024-1-051-075-6420	HR NCLSRM FAC SUM	30,000.00	
	01-5811-1-024-1-051-101-4930	CONTRACT SERVICES		15,000.0
	01-2453-1-024-1-051-101-4930	INSTR CL HOURLY		15,000.0
			30,000.00	30,000.0
BR11-00231	01-2131-1-223-4-080-093-6630	RG MANAGER SAL	20,000.00	
	01-2383-1-223-4-080-093-6340	HR SHORTERM SAL		20,000.0
	01-2131-1-223-4-080-093-6630	RG MANAGER SAL	4,500.00	
	01-7500-1-223-4-080-093-6340	STUDENT FINANCIAL AID		4,500.0
			24,500.00	24,500.0
BR11-00236	95-4600-D-M11-1-024-100-6890	NON-INSTR SUPPLIES & MATERIALS	6,880.00	
	95-5271-D-M11-1-024-100-6890	DISTRICT EVENTS	-,	6,880.0
			6,880.00	0.000
			0,000.00	6,880.0

Journal Number	Account		From	То
BR11-00244	01-1211-1-024-1-051-075-6420	RG NCLSRM FAC SAL	11,240.00	
	01-2453-1-024-1-051-101-4930	INSTR CL HOURLY	11,240.00	11,240.00
	01-1414-1-024-1-051-075-6420	HR NCLSRM FAC SUM	1,000.00	
	01-2483-1-024-1-051-075-6420 01-1414-1-024-1-051-075-6420	HR INSTR STRM SAL HR NCLSRM FAC SUM	3,800.00	1,000.00
	01-2483-1-024-1-051-075-0835	HR INSTR STRM SAL	3,800.00	3,800.00
	01-2483-1-024-1-051-075-0835	HR INSTR STRM SAL	462.00	0,000.00
	01-3310-1-024-1-051-075-0835	OASDI INSTRICLSSF		284.00
	01-3350-1-024-1-051-075-0835 01-3510-1-024-1-051-075-0835	MEDIC INSTR EMPLY UNEMP INSTR STAFF		66.00
	01-3610-1-024-1-051-075-0835	WCOMP INSTRUCTIONAL		33.00 79.00
			16,502.00	16,502.00
PD44 000 40	04 4000 0 040 4 004 000 040			16,502.00
BR11-00246	01-4300-2-219-1-024-000-6499 01-4600-2-219-1-024-000-6499	INSTR SUPPLIES & MATERIALS NON-INSTR SUPPLIES & MATERIALS	2,700.00	
	01-4580-2-219-1-024-000-6499	DUPL CHBACKS	1,307.00 1,000.00	
	01-5811-2-219-1-024-000-6499	CONTRACT SERVICES	1,370.00	
	01-3320-2-219-1-024-000-6499	OASDI NINST CLSSF	1,0100	388.00
	01-3360-2-219-1-024-000-6499	MEDIC NINST EMPLY		90.00
	01-3520-2-219-1-024-000-6499	UNEMP NINST STAFF		44.00
	01-3620-2-219-1-024-000-6499 01-1415-2-219-1-024-000-6499	WCOMP NON-INSTRUCTIONAL HR NCLSRM FAC STI		116.00
	01-1413-2-213-1-024-000-0433	FIR NOLSHW FAC 511		5,739.00
			6,377.00	6,377.00
BR11-00251	01-2141-1-006-1-054-033-1230	RG CLERIC SAL		4,947.00
	01-2453-1-006-1-054-033-1230	INSTRICL HOURLY		20,000.00
	01-2483-1-006-1-054-033-1230 01-3120-1-006-1-054-033-1230	HR INSTR STRM SAL STRS NON-INSTR STAFF	26,156.00	
	01-3210-1-006-1-054-033-1230	PERS INSTRISTAFF		475.00 168.00
	01-3220-1-006-1-054-033-1230	PERS NON-INSTR STAFF		530.00
	01-3310-1-006-1-054-033-1230	OASDI INSTRICLSSF		328.00
	01-3350-1-006-1-054-033-1230	MEDIC INSTR EMPLY		77.00
	01-3510-1-006-1-054-033-1230	UNEMP INSTR STAFF		39.00
	01-3610-1-006-1-054-033-1230 01-3320-1-006-1-054-033-1230	WCOMP INSTRUCTIONAL OASDI NINST CLSSF	500.00	92.00
	01 0020 1 000 1 004 000 1200	CASSITING! SEGGI	500.00	
			26,656.00	26,656.00
BR11-00252	95-4600-D-M37-1-036-000-6450 95-5811-D-M37-1-036-000-6450	NON-INSTR SUPPLIES & MATERIALS CONTRACT SERVICES	12,400.00	10 400 00
		33,771,010		12,400.00
			12,400.00	12,400.00
BR11-00260	01-1415-2-219-4-024-000-6499	HR NCLSRM FAC STI	4,500.00	
	01-3120-2-219-4-024-000-6499 01-5270-2-219-4-024-000-6499	STRS NON-INSTR STAFF	800.00	
	01-5811-2-219-4-024-000-6499	CONFERENCE CONTRACT SERVICES	2,300.00	7,600.00
			7,600.00	7,600.00
BR11-00262	95-4600-D-M37-1-036-000-6450	NON-INSTR SUPPLIES & MATERIALS	6,406.00	1,000.00
D, 1 00000	95-6410-D-M37-1-036-000-6450	NEW EQUIPMENT	0,400.00	6,406.00
			6,406.00	6,406.00
BR11-00263	01-1414-1-024-1-051-075-6420	HR NCLSRM FAC SUM	2,047.00	
BR11-00263	01-1412-1-024-1-051-075-6420	HR NCLSRM FAC SUM HR NCLSRM FAC OL	2,047.00	2,047.00
BR11-00263	01-1412-1-024-1-051-075-6420 01-1414-1-024-1-051-075-6420	HR NCLSRM FAC OL HR NCLSRM FAC SUM	2,047.00	2,047.00
BR11-00263	01-1412-1-024-1-051-075-6420	HR NCLSRM FAC OL		2,047.00 10,000.00

01-3310-1-221-105-1101-4300 01-3310-1-221-105-1101-4300 01-3310-1-221-105-1101-4300 01-3310-1221-105-1101-4300 01-3310-1221-105-1101-4300 01-3310-1221-105-101-4300 01-3310-1221-105-101-4300 01-3310-1221-105-101-4300 01-3310-1221-105-101-4300 01-3310-1221-105-101-4300 01-3310-1221-105-101-4300 01-3310-0004-025-006-720 01-5222-0004-025-006-720 01-5222-0004-025-006-720 01-5222-0004-025-006-720 01-5222-0004-025-006-720 01-5222-0004-025-006-720 01-5222-0004-025-006-720 01-5222-0004-025-006-720 01-5231-0004-025-006-720 01	Journal Number	Account		From	То
01-5210-1024-1-051-101-4800   PERS INSTR STAFF   3.10-00   03-5310-1024-1-051-101-4800   OASDINISTE CLISEF   3.10-00   OASDINISTE CLISEF   3.10-00   OASDINISTE CLISEF   3.10-00   OASDINISTE STAFF   3610   OASDINISTE STAFF   3610   OASDINISTE STAFF   3610   OASDINISTE STAFF   3610   OASDINISTE STAFF   OASDINIST STAFF					
01-3310-1-024-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-124-1-031-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-33510-024-1-23510-01-4390 01-3350-024-1-23510-01-4390 01-33	BR11-00264			9,920.00	
0.1359-1-024-1-051-01-4890					4,862.00
01-3510-1-024-1-051-101-4930 UNDMP INSTERSTAFF 836.0 0 1-3610-1-024-1-051-101-4930 UNDMP INSTERIOTIONAL 866.0 0 9,820.00					3,105.00
BR11-00277					
BR11-00277					361.00 866.00
01-5271-0-000-1-025-000-6750   DISTRICT EVENTS				9,920.00	9,920.00
01-5271-0-000-1025-000-6750   Employee Frortliment Fee Reimbiu   270.0   01-5200-000-1025-000-6750   Employee Frortliment Fee Reimbiu   270.0   01-5200-000-1025-0026-6772   01-5510-0000-1025-002-6772   01-5510-0000-1025-002-65772   01-5510-0000-1025-002-65770   01-5510-0000-1025-002-65770   TARAH REMOVAL   500.0   67.354.00	BR11-00277	01-5999-0-000-4-025-000-6720	OPR EXP SRVS HOLDING	800.00	
01-5822-0-000-4-025-062-702 01-5811-0-000-4-025-062-702 01-5811-0-000-4-025-062-702 01-5811-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5810-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-670 01-5801-0-000-4-025-062-070 01-4130-0-000-4-025-062-070 01-4130-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-0-000-1-030-072-6499 01-3802-000-1-030-072-649		01-5271-0-000-4-025-000-6720		330.00	530.00
01-7100-000-4025-062-721   01-5819-0000-4025-062-677   CONTRACT SERVICES   61.740.00   6		01-5822-0-000-4-025-000-6750	Employee Enrollment Fee Reimbu		270.00
01-5591-0-0004-025-082-8570 TELECTRICITY 61,740,00 01-5590-0-0004-025-082-8570 TELEPHONE 65,000.01-5590-0-0004-025-082-8570 TELEPHONE 65,000.01-5590-0-0004-025-082-8570 ELECTRICITY 55,000.00-1-5591-0-0004-025-082-8570 ELECTRICITY 55,000.00-1-5591-0-0004-025-082-8570 ELECTRICITY 55,000.00-1-5591-0-0004-025-082-8570 ELECTRICITY 57,354.00 57,354.0		01-7100-0-000-4-025-068-7210	DEBT RETIREMENT, COPS	4,814.00	_, 0.00
01-5510-0-000-4-025-082-6570 TRASH REMOVAL 9.240.0 0.1-5500-0000-4-025-000-5570 ELECTRICITY 5.000 5.240.0 0.1-55010-0000-4-025-082-6570 ELECTRICITY 5.000 5.240.0 0.1-55010-0000-4-025-082-6570 ELECTRICITY 5.000 5.7354.0		01-5811-0-000-4-025-062-6772	CONTRACT SERVICES		4,814.00
01-5590-0-000-4-025-000-5570 ELECTRICITY 5,240.0 01-5591-0-000-4-025-082-5570 ELECTRICITY 5,50,00.0 67,354.0 67			ELECTRICITY	61,740.00	·
BR11-00281   95-2141-1-007-1-038-000-6450   FIG CLERIC SAL   8,710.00   67,354.00   67,3					500.00
BR11-00281					6,240.00
BR11-00281 95-2141-1-007-1-036-000-0450 RG CLERIC SAL CONTRACT SERVICES 8,710.00 8,710.00 6,7		01-5591-0-000-4-025-082-6570	ELECTRICITY		55,000.00
BR11-00282				67,354.00	67,354.00
BR11-00282					
BR11-00282	BR11-00281	95-2141-1-007-1-036-000-6450	RG CLERIC SAL	8 710 00	
BR11-00282		95-5811-D-M21-1-036-000-6450	CONTRACT SERVICES	5,7 10.00	8,710.00
BR11-00282 01-4944-0-000-1-030-000-6210 INST FEE-BASED SUPPLIES 13,114.00 01-1413-0-000-1-030-072-6499 HR NCLSRM FAC PT 105.00 1-3650-0-000-1-030-072-6499 MEDIC NINST EMPLY 105.00 1-3620-0000-1-030-072-6499 UNEMP RINST STAFF 52.0 01-3620-0-000-1-030-072-6499 WCOMP NON-INSTREDCTIONAL 125.0 125.0 01-3120-0-000-1-030-072-6499 STRS NON-INSTR STAFF 597.0 01-2363-0-001-1-030-072-6499 STRS NON-INSTR STAFF 597.0 01-2363-0-001-030-072-6499 CONTR SVCS(FEE) 2,600.00 01-4580-0-000-1-051-066-6470 DUPL CHBACKS 425.00 01-5814-0-000-1-051-066-6499 CONTR SVCS(FEE) 2,600.00 01-4600-0001-1-051-066-6499 NON-INSTR SUPPLIES & MATERIALS 4,275.0 01-6410-0-000-1-051-066-6499 NON-INSTR SUPPLIES & MATERIALS 4,275.0 01-6410-0-000-1-051-066-6499 NON-INSTR SUPPLIES & MATERIALS 4,275.0 01-6410-0-000-1-051-066-6499 NON-INSTR SUPPLIES & MATERIALS 5,775.00 5,775.00 5,775.00 5,775.00 01-2383-1-233-1-051-074-6310 HR SHORTERM SAL 12,112.0 01-1415-1233-1-051-074-6310 HR SHORTERM SAL 12,112.0 01-1415-1233-1-051-074-6310 HR SHORTERM SAL 12,112.0 01-1415-1233-1-051-074-6310 HR NCLSRM FAC STI 3,265.0 01-2141-1233-1-051-074-6310 HR NCLSRM FAC STI 3,265.0 01-2141-1233-1-051-074-6310 HR NCLSRM FAC STI 9,490.0 01-3120-1233-1-051-074-6310 STRS NON-INSTR STAFF 9,490.0 01-3120-1233-1-051-074-6310 FRIS NON-INSTR STAFF 9,490.0 01-3220-1233-1-051-074-6310 HR NCLSRM FAC STI 9,490.0 01-3320-1233-1-051-074-6310 HR NCLSRM FAC STI 9,490.0 01-3320-1233-1-051-074-6310 HR NCLSRM FAC STI 9,490.0 01-3320-1233-1-051-074-6310 HR NCLSRM FAC STI 9,490.0 01-3420-1233-1-051-074-6310 HR NCLSRM FAC STI				8.710.00	8 710 00
01-1413-0-000-1-030-072-6499 HR NCLSRM FAC PT 105.0 01-3820-0-0001-030-072-6499 WEDIC NINST EMPLY 105.0 01-3820-0-0001-030-072-6499 WCOMP NON-INSTRUCTIONAL 125.0 01-3820-0-0001-030-072-6499 WCOMP NON-INSTRUCTIONAL 125.0 01-3820-0-0001-030-072-6499 HR SHORT STAFF 587.0 01-2383-0-0001-030-072-6499 HR SHORTERM SAL 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 14,240-0001-051-066-6470 DUPL CHBACKS 425.00 01-68140-0001-1051-065-6499 CONTR SVCS(FEE) 2,600.00 01-6800-0-0001-1051-065-6499 NON-INSTR SUPPLIES & MATERIALS 4,275.0	DD44 00000	04 4044 0 000 1 000 000 0010	11070 555 01050 01050 55		0,710.00
01-3860-0-000-1-030-072-6499 MEDIC NINST EMPLY 105.0 01-3520-0-000-1-030-072-6499 WCOMP NON-INSTRUCTIONAL 125.0 01-3520-0-000-1-030-072-6499 WCOMP NON-INSTRUCTIONAL 125.0 01-3120-0-000-1-030-072-6499 STRS NON-INSTR STAFF 597.0 01-2383-0-000-1-030-072-6499 HR SHORTERM SAL 5,000.0  BR11-00283 01-4344-0-000-1-051-086-6470 INSTR FEE-BASED SUPPLIES 2,750.00 01-4590-0-000-1-051-086-6470 DUPL CHBACKS 425.00 01-4590-0-000-1-051-086-6470 DUPL CHBACKS 425.00 01-4600-0-000-1-051-086-6499 NON-INSTR SUPPLIES 2,600.00 01-4600-0-000-1-051-085-6499 NON-INSTR SUPPLIES & MATERIALS 4,275.0 01-6410-0-000-1-051-085-6499 NON-INSTR SUPPLIES & MATERIALS 1,500.00  BR11-00284 01-1315-1-233-1-061-074-6310 HR CLSSRM FAC STI(Interns) 52,500.00 01-2333-1-233-1-051-074-6310 HR NCLSRM FAC STI(Interns) 52,500.00 01-1413-1-233-1-051-074-6310 HR NCLSRM FAC STI (Interns) 52,500.00 01-1413-1-233-1-051-074-6310 HR NCLSRM FAC STI (Interns) 51,864.0 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC STI (Interns) 51,864.0 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC STI (Interns) 51,864.0 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC STI 51,864.0 01-3120-1-233-1-051-074-6310 PRES NON-INSTR STAFF 90-0.0 01-320-1-233-1-051-074-6310 PRES NON-INSTR STAFF 90-0.0 01-320-1-233-1-051-074-6310 HR INSTR STAFF 90-0.0 01-320-1-233-1-051-074-6310 HR INSTR STAFF 90-0.0 01-3420-1-233-1-051-074-6310 HR INSTR STAFF 90-0.0 01-3420	DN11-00202			13,114.00	
01-3520-0-000-1-030-072-6499 UNEMP NINST STAFF \$5.00 01-3820-0-000-1-030-072-6499 WCOMP NON-INSTRUCTIONAL 125.0 01-3120-0-000-1-030-072-6499 STRS NON-INSTR STAFF 557.0 01-2383-0-000-1-030-072-6499 HR SHORTERM SAL 5,000.0  BR11-00283 01-4344-0-000-1-051-066-6470 INSTR FEE-BASED SUPPLIES 2,750.00 01-4580-0-000-1-051-066-6470 DUPL CHBACKS 425.00 01-5814-0-000-1-051-066-6470 DUPL CHBACKS 425.00 01-5814-0-000-1-051-066-6499 NON-INSTR SUPPLIES & MATERIALS 425.00 01-6810-0-000-1-051-065-6499 NON-INSTR SUPPLIES & MATERIALS 425.00 01-6810-0-000-1-051-065-6499 NON-INSTR SUPPLIES & MATERIALS 425.00 01-6810-0-000-1-051-065-6499 NON-INSTR SUPPLIES & MATERIALS 1,500.00  BR11-00284 01-1315-1-233-1-051-074-6310 HR CLSSRM FAC STI(interns) 52,500.00 01-2383-1-233-1-051-074-6310 HR SHORTERM SAL 12,112.00 01-5811-1-233-1-051-074-6310 HR NCLSRM FAC PT 15,863.00 01-1413-1-2233-1-051-074-6310 HR NCLSRM FAC PT 15,863.00 01-1411-1-2233-1-051-074-6310 HR NCLSRM FAC STI 13,256.00 01-1210-1-233-1-051-074-6310 STRS NON-INSTR STAFF 9,490.00 01-3220-1-233-1-051-074-6310 STRS NON-INSTR STAFF 9,490.00 01-3220-1-233-1-051-074-6310 MEDIC NINST EMPLY 7,000 01-3420-1-233-1-051-074-6310 Health & Welfare-Parl Time Fac 1,126.00 01-3421-1-233-1-051-074-6310 Health & Welfare-Parl Time Fac 1,126.00 01-3420-1-233-1-051-074-6310 UNEMP NINST STAFF 7,370.01					7,235.00
01-3620-0-000-1-030-072-6499 WCOMP NON-INSTRUCTIONAL 125.0 01-3120-0-000-1-030-072-6499 HR SHORTERM SAL 5597.0 01-2383-0-000-1-030-072-6499 HR SHORTERM SAL 5597.0  BR11-00283 01-4344-0-000-1-051-066-6470 DUPL CHBACKS 425.00 01-4580-0-000-1-051-066-6470 DUPL CHBACKS 425.00 01-6814-0-000-1-051-066-6470 DUPL CHBACKS 425.00 01-6814-0-000-1-051-066-6499 CONTR SVCS(FEE) 2,600.00 01-4600-0-000-1-051-065-6499 NON-INSTR SUPPLIES & MATERIALS 1,500.00 01-6410-0-000-1-051-066-6499 NON-INSTR SUPPLIES & MATERIALS 1,500.00 01-3333-1-233-1-051-074-6310 HR CLSSRM FAC STI(interns) 52,500.00 01-5811-1-223-1-051-074-6310 HR SHORTERM SAL 12,112.00 01-5811-1-223-1-051-074-6310 HR NCLSRM FAC STI 51,864.0 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC STI 51,864.0 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC STI 51,864.0 01-3120-1-233-1-051-074-6310 HR NCLSRM FAC STI 51,864.0 01-3120-1-233-1-051-074-6310 HR NCLSRM FAC STI 51,864.0 01-3120-1-233-1-051-074-6310 PERS NON-INSTR STAFF 904.0 01-320-1-233-1-051-074-6310 PERS NON-INSTR STAFF 1,834.0 01-3300-1-233-1-051-074-6310 PERS NON-INSTR STAFF 1,834.0 01-3300-1-233-1-051-074-6310 PERS NON-INSTR STAFF 1,834.0 01-320-1-233-1-051-074-6310 PERS NON-INSTR STAFF 1,834.0 01-320-1-233-1-051-074-6310 PERS NON-INSTR STAFF 1,834.0 01-320-1-233-1-051-074-6310 BENS NINST CLSSF 1,864.0 01-320-1-233-1-051-074-6310 BENS NINST CLSSF 1,864.0 01-320-1-233-1-051-074-6310 WCOMP NON-INSTRUCTIONAL 494.0					
01-3120-0-000-1-030-072-6499 STRS NON-INSTR STAFF 5597.00 01-2383-0-000-1-030-072-6499 HR SHORTERM SAL 5,000.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 13,114.00 11-4580-0-000-1-051-066-6470 DUPL CHBACKS 425.00 01-561-00-001-051-065-6499 NON-INSTR SYCS(FEE) 2,600.00 01-46800-0-000-1-051-065-6499 NON-INSTR SYDELIES & MATERIALS 4,275.00 01-6410-0-000-1-051-065-6499 NON-INSTR SYDELIES & MATERIALS 1,500.00 01-6410-0-000-1-051-065-6499 NON-INSTR SYDELIES & MATERIALS 1,500.00 01-2383-1-233-1-051-074-6310 HR SHORTERM SAL 12,112.00 01-561-611-233-1-051-074-6310 HR SHORTERM SAL 12,112.00 01-561-11-233-1-051-074-6310 HR NCLSRM FAC STI (interns) 15,863.00 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC FT 15,863.00 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC FT 15,863.00 01-2141-1-233-1-051-074-6310 HR NCLSRM FAC STI (interns) 15,864.0 01-320-1-233-1-051-074-6310 HR NCLSRM FAC STI (interns) 15,8					
BR11-00283   01-4344-0-000-1-051-066-6470   INSTR FEE-BASED SUPPLIES   2,750.00   13,114.00   13,114.00   13,114.00   13,114.00   13,114.00   13,114.00   13,114.00   13,114.00   13,114.00   14,550-0-000-1-051-066-6470   DUPL CHBACKS   425.00   425.00   425.00   425.00   425.00   42600-000-1-051-065-6499   CONTR SVCS(FEE)   2,600.00   4,275.00   1,6410-0-000-1-051-065-6499   NON-INSTR SUPPLIES & MATERIALS   5,775.00   5,775.00   5,775.00   5,775.00   5,775.00   5,775.00   5,775.00   5,775.00   5,775.00   5,775.00   1,2383-1-233-1-051-074-6310   HR CLSSRM FAC STI (interns)   52,500.00   1,2383-1-233-1-051-074-6310   HR SHORTERM SAL   12,112.00   1,1413-1-233-1-051-074-6310   HR NCLSRM FAC STI   1,5363.00   1,4131-233-1-051-074-6310   HR NCLSRM FAC STI   3,256.00   1,4131-1-233-1-051-074-6310   STIS NON-INSTR STAFF   904.0   1,4120-1-233-1-051-074-6310   HR NCLSRM FAC STI   1,416.00   1,4					
BR11-00283 01-4344-0-000-1-051-066-6470 DUPL CHBACKS 425.00 01-6810-0000-1-051-066-6470 DUPL CHBACKS 425.00 01-6814-0-000-1-051-065-6499 CONTR SVCS(FEE) 2,600.00 01-4600-0-000-1-051-065-6499 NON-INSTR SUPPLIES & MATERIALS 1,500.00 5,775.		01-2383-0-000-1-030-072-6499	<u> </u>		5,000.00
01-4580-0-000-1-051-066-6470 01-5814-0-000-1-051-065-6499 01-4600-0-001-1051-065-6499 01-6410-0-000-1-051-065-6499 NON-INSTR SUPPLIES & MATERIALS 01-6410-0-000-1-051-065-6499 NEW EQUIPMENT  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  6,775.				13,114.00	13,114.00
01-5814-0-000-1-051-065-6499 CONTR SVCS(FEE) 2,600.00 (1-4600-0-000-1-051-065-6499 NON-INSTR SUPPLIES & MATERIALS (1,500.00 (1	BR11-00283	01-4344-0-000-1-051-066-6470	INSTR FEE-BASED SUPPLIES	2,750.00	
01-4600-0-000-1-051-065-6499 NON-INSTR SUPPLIES & MATERIALS 1,500.0    Style="background-color: red; color: white;			DUPL CHBACKS	425.00	
01-6410-0-000-1-051-065-6499  NEW EQUIPMENT  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  5,775.00  1,2383-1-233-1-051-074-6310  01-2383-1-233-1-051-074-6310  01-5811-1-233-1-051-074-6310  01-1413-1-233-1-051-074-6310  01-1415-1-233-1-051-074-6310  01-1415-1-233-1-051-074-6310  01-2141-1-233-1-051-074-6310  01-3120-1-233-1-051-074-6310  01-3120-1-233-1-051-074-6310  01-3220-1-233-1-051-074-6310  01-3320-1-233-1-051-074-6310  01-3320-1-233-1-051-074-6310  01-3320-1-233-1-051-074-6310  01-3420-1-233-1-051-074-6310  01-3420-1-233-1-051-074-6310  01-3420-1-233-1-051-074-6310  01-3420-1-233-1-051-074-6310  01-3420-1-233-1-051-074-6310  01-3420-1-233-1-051-074-6310  01-3420-1-233-1-051-074-6310  01-3520-1-233-1-051-074-6310  01-3520-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310  01-3620-1-233-1-051-074-6310			` '	2,600.00	
BR11-00284 01-1315-1-233-1-051-074-6310 HR CLSSRM FAC STI(interns) 52,500.00 01-2383-1-233-1-051-074-6310 HR SHORTERM SAL 12,112.00 01-5811-1-233-1-051-074-6310 HR NCLSRM FAC PT 15,363.00 01-1413-1-233-1-051-074-6310 HR NCLSRM FAC PT 15,363.00 01-2141-1-233-1-051-074-6310 HR NCLSRM FAC STI 3,258.0 01-2141-1-233-1-051-074-6310 RG CLERIC SAL 9,490.0 01-3120-1-233-1-051-074-6310 STRS NON-INSTR STAFF 904.0 01-3220-1-233-1-051-074-6310 PERS NON-INSTR STAFF 2,921.0 01-3320-1-233-1-051-074-6310 MEDIC NINST CLSSF 1,834.0 01-3330-1-233-1-051-074-6310 Health & Welfare-Part Time Fac 1,126.0 01-3420-1-233-1-051-074-6310 BENS NINST CLSSF 1,126.0 01-3420-1-233-1-051-074-6310 Health & Welfare-Part Time Fac 1,126.0 01-3520-1-233-1-051-074-6310 UNEMP NINST STAFF 937.0 01-3620-1-233-1-051-074-6310 UNEMP NINST STAFF 494.0 01-3620-1-23					4,275.00
BR11-00284 01-1315-1-233-1-051-074-6310 HR CLSSRM FAC STI(interns) 52,500.00 01-2383-1-233-1-051-074-6310 HR SHORTERM SAL 12,112.00 01-5811-1-233-1-051-074-6310 CONTRACT SERVICES 15,363.00 01-1413-1-233-1-051-074-6310 HR NCLSRM FAC PT 51,864.0 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC STI 3,258.0 01-2141-1-233-1-051-074-6310 HR NCLSRM FAC STI 3,258.0 01-2141-1-233-1-051-074-6310 STRS NON-INSTR STAFF 904.0 01-3220-1-233-1-051-074-6310 PERS NON-INSTR STAFF 2,921.0 01-3320-1-233-1-051-074-6310 PERS NON-INSTR STAFF 2,921.0 01-3320-1-233-1-051-074-6310 MEDIC NINST CLSSF 1,834.0 01-3360-1-233-1-051-074-6310 MEDIC NINST EMPLY 700.0 01-3412-1-233-1-051-074-6310 Health & Welfare-Part Time Fac 1,126.0 01-3420-1-233-1-051-074-6310 UNEMP NINST CLSSF 737.0 01-3620-1-233-1-051-074-6310 WCOMP NON-INSTRUCTIONAL 494.0		01-6410-0-000-1-051-065-6499	NEW EQUIPMENT		1,500.00
01-2383-1-233-1-051-074-6310 HR SHORTERM SAL 12,112.00 01-5811-1-233-1-051-074-6310 CONTRACT SERVICES 15,363.00 01-1413-1-233-1-051-074-6310 HR NCLSRM FAC PT 51,864.0 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC STI 3,258.0 01-2141-1-233-1-051-074-6310 HR NCLSRM FAC STI 3,258.0 01-3120-1-233-1-051-074-6310 STRS NON-INSTR STAFF 904.0 01-3220-1-233-1-051-074-6310 PERS NON-INSTR STAFF 2,921.0 01-3320-1-233-1-051-074-6310 MEDIC NINST EMPLY 700.0 01-3412-1-233-1-051-074-6310 Health & Welfare-Part Time Fac 1,126.0 01-3420-1-233-1-051-074-6310 UNEMP NINST STAFF 737.0 01-3620-1-233-1-051-074-6310 WCOMP NON-INSTRUCTIONAL 494.0				5,775.00	5,775.00
01-2383-1-233-1-051-074-6310 HR SHORTERM SAL 12,112.00 01-5811-1-233-1-051-074-6310 CONTRACT SERVICES 15,363.00 01-1413-1-233-1-051-074-6310 HR NCLSRM FAC PT 51,864.0 01-1415-1-233-1-051-074-6310 HR NCLSRM FAC STI 3,258.0 01-2141-1-233-1-051-074-6310 RG CLERIC SAL 9,490.0 01-3120-1-233-1-051-074-6310 STRS NON-INSTR STAFF 904.0 01-3220-1-233-1-051-074-6310 PERS NON-INSTR STAFF 2,921.0 01-3320-1-233-1-051-074-6310 MEDIC NINST EMPLY 700.0 01-3412-1-233-1-051-074-6310 Health & Welfare-Part Time Fac 1,126.0 01-3420-1-233-1-051-074-6310 UNEMP NINST CLSSF 6,647.0 01-3520-1-233-1-051-074-6310 WCOMP NON-INSTRUCTIONAL 494.0	BR11-00284	01-1315-1-233-1-051-074-6310	HR CLSSRM FAC STI(interns)	52,500.00	
01-5811-1-233-1-051-074-6310       CONTRACT SERVICES       15,363.00         01-1413-1-233-1-051-074-6310       HR NCLSRM FAC PT       51,864.0         01-1415-1-233-1-051-074-6310       HR NCLSRM FAC STI       3,258.0         01-2141-1-233-1-051-074-6310       RG CLERIC SAL       9,490.0         01-3120-1-233-1-051-074-6310       STRS NON-INSTR STAFF       904.0         01-3220-1-233-1-051-074-6310       PERS NON-INSTR STAFF       2,921.0         01-3320-1-233-1-051-074-6310       OASDI NINST CLSSF       1,834.0         01-3360-1-233-1-051-074-6310       MEDIC NINST EMPLY       700.0         01-3412-1-233-1-051-074-6310       Health & Welfare-Part Time Fac       1,126.0         01-3420-1-233-1-051-074-6310       BENS NINST CLSSF       6,647.0         01-3520-1-233-1-051-074-6310       UNEMP NINST STAFF       737.0         01-3620-1-233-1-051-074-6310       WCOMP NON-INSTRUCTIONAL       494.0		01-2383-1-233-1-051-074-6310	•		
01-1413-1-233-1-051-074-6310       HR NCLSRM FAC PT       51,864.0         01-1415-1-233-1-051-074-6310       HR NCLSRM FAC STI       3,258.0         01-2141-1-233-1-051-074-6310       RG CLERIC SAL       9,490.0         01-3120-1-233-1-051-074-6310       STRS NON-INSTR STAFF       904.0         01-3220-1-233-1-051-074-6310       PERS NON-INSTR STAFF       2,921.0         01-3320-1-233-1-051-074-6310       OASDI NINST CLSSF       1,834.0         01-3360-1-233-1-051-074-6310       MEDIC NINST EMPLY       700.0         01-3412-1-233-1-051-074-6310       Health & Welfare-Part Time Fac       1,126.0         01-3420-1-233-1-051-074-6310       BENS NINST CLSSF       6,647.0         01-3520-1-233-1-051-074-6310       UNEMP NINST STAFF       737.0         01-3620-1-233-1-051-074-6310       WCOMP NON-INSTRUCTIONAL       494.0		01-5811-1-233-1-051-074-6310	CONTRACT SERVICES		
01-1415-1-233-1-051-074-6310       HR NCLSRM FAC STI       3,258.0         01-2141-1-233-1-051-074-6310       RG CLERIC SAL       9,490.0         01-3120-1-233-1-051-074-6310       STRS NON-INSTR STAFF       904.0         01-3220-1-233-1-051-074-6310       PERS NON-INSTR STAFF       2,921.0         01-3320-1-233-1-051-074-6310       OASDI NINST CLSSF       1,834.0         01-3360-1-233-1-051-074-6310       MEDIC NINST EMPLY       700.0         01-3412-1-233-1-051-074-6310       Health & Welfare-Part Time Fac       1,126.0         01-3420-1-233-1-051-074-6310       BENS NINST CLSSF       6,647.0         01-3520-1-233-1-051-074-6310       UNEMP NINST STAFF       737.0         01-3620-1-233-1-051-074-6310       WCOMP NON-INSTRUCTIONAL       494.0			HR NCLSRM FAC PT		51,864.00
01-2141-1-233-1-051-074-6310       RG CLERIC SAL       9,490.0         01-3120-1-233-1-051-074-6310       STRS NON-INSTR STAFF       904.0         01-3220-1-233-1-051-074-6310       PERS NON-INSTR STAFF       2,921.0         01-3320-1-233-1-051-074-6310       OASDI NINST CLSSF       1,834.0         01-3360-1-233-1-051-074-6310       MEDIC NINST EMPLY       700.0         01-3412-1-233-1-051-074-6310       Health & Welfare-Part Time Fac       1,126.0         01-3420-1-233-1-051-074-6310       BENS NINST CLSSF       6,647.0         01-3520-1-233-1-051-074-6310       UNEMP NINST STAFF       737.0         01-3620-1-233-1-051-074-6310       WCOMP NON-INSTRUCTIONAL       494.0			HR NCLSRM FAC STI		3,258.00
01-3220-1-233-1-051-074-6310       PERS NON-INSTR STAFF       2,921.0         01-3320-1-233-1-051-074-6310       OASDI NINST CLSSF       1,834.0         01-3360-1-233-1-051-074-6310       MEDIC NINST EMPLY       700.0         01-3412-1-233-1-051-074-6310       Health & Welfare-Part Time Fac       1,126.0         01-3420-1-233-1-051-074-6310       BENS NINST CLSSF       6,647.0         01-3520-1-233-1-051-074-6310       UNEMP NINST STAFF       737.0         01-3620-1-233-1-051-074-6310       WCOMP NON-INSTRUCTIONAL       494.0					9,490.00
01-3320-1-233-1-051-074-6310       OASDI NINST CLSSF       1,834.0         01-3360-1-233-1-051-074-6310       MEDIC NINST EMPLY       700.0         01-3412-1-233-1-051-074-6310       Health & Welfare-Part Time Fac       1,126.0         01-3420-1-233-1-051-074-6310       BENS NINST CLSSF       6,647.0         01-3520-1-233-1-051-074-6310       UNEMP NINST STAFF       737.0         01-3620-1-233-1-051-074-6310       WCOMP NON-INSTRUCTIONAL       494.0					904.00
01-3360-1-233-1-051-074-6310       MEDIC NINST EMPLY       700.0         01-3412-1-233-1-051-074-6310       Health & Welfare-Part Time Fac       1,126.0         01-3420-1-233-1-051-074-6310       BENS NINST CLSSF       6,647.0         01-3520-1-233-1-051-074-6310       UNEMP NINST STAFF       737.0         01-3620-1-233-1-051-074-6310       WCOMP NON-INSTRUCTIONAL       494.0					2,921.00
01-3412-1-233-1-051-074-6310       Health & Welfare-Part Time Fac       1,126.0         01-3420-1-233-1-051-074-6310       BENS NINST CLSSF       6,647.0         01-3520-1-233-1-051-074-6310       UNEMP NINST STAFF       737.0         01-3620-1-233-1-051-074-6310       WCOMP NON-INSTRUCTIONAL       494.0					1,834.00
01-3420-1-233-1-051-074-6310 BENS NINST CLSSF 6,647.0 01-3520-1-233-1-051-074-6310 UNEMP NINST STAFF 737.0 01-3620-1-233-1-051-074-6310 WCOMP NON-INSTRUCTIONAL 494.0					700.00
01-3520-1-233-1-051-074-6310 UNEMP NINST STAFF 737.0 01-3620-1-233-1-051-074-6310 WCOMP NON-INSTRUCTIONAL 494.0					1,126.00
01-3620-1-233-1-051-074-6310 WCOMP NON-INSTRUCTIONAL 494.0					6,647.00
					737.00 494.00
				70.075.00	
				/9,9/5.00	/9,975.00

Journal Number	Account		From	То
BR11-00286	01-4300-1-006-4-080-093-0502	INSTR SUPPLIES & MATERIALS	14,000.00	
	01-6410-1-006-4-080-093-0952	NEW EQUIPMENT	14,000.00	14,000.00
	01-5999-1-006-4-080-093-6011	OPR EXP SRVS HOLDING	2,000.00	14,000.00
	01-6410-1-006-4-080-093-0952	NEW EQUIPMENT	,	2,000.0
	01-6410-1-006-4-080-093-0502	NEW EQUIPMENT	5,883.00	,
	01-6410-1-006-4-080-093-0952	NEW EQUIPMENT		5,883.0
	01-1415-1-006-4-080-093-0502	HR NCLSRM FAC STI	9,000.00	
	01-6410-1-006-4-080-093-0952	NEW EQUIPMENT		9,000.00
	01-3120-1-006-4-080-093-0502	STRS NON-INSTR STAFF	4,000.00	
	01-6410-1-006-4-080-093-0952	NÉW EQUIPMENT		4,000.00
			34,883.00	34,883.0
BR11-00288	01-1221-1-243-4-080-093-6340	RG ADMIN SAL	17,500.00	
	01-1415-1-243-4-080-093-6340	HR NCLSRM FAC STI	10,200.00	
	01-2141-1-243-4-080-093-6340	RG CLERIC SAL	27,000.00	
	01-2383-1-243-4-080-093-6340	HR SHORTERM SAL	21,000.00	
	01-3220-1-243-4-080-093-6340	PERS NON-INSTR STAFF		700.0
	01-5810-1-243-4-080-093-6340	CONTRACT PRINTING		33,000.0
	01-5811-1-243-4-080-093-6630	CONTRACT SERVICES		3,000.0
	01-5811-1-243-4-080-093-6340 01-2342-1-243-4-080-093-6340	CONTRACT SERVICES		116,734.0
	01-2342-1-243-4-080-093-6340	NON-INSTRICLASS, OT	7,000.00	
	01-3555-1-243-4-060-053-0340	OPR EXP SRVS HOLDING	70,734.00	
			153,434.00	153,434.0
BR11-00289	01-1415-2-219-1-024-000-6499	HR NCLSRM FAC STI	7,000.00	
	01-1415-2-219-1-055-011-0604	HR NCLSRM FAC STI		7,000.0
	01-3320-2-219-1-024-000-6499	OASDI NINST CLSSF	444.00	
	01-3320-2-219-1-055-011-0604	OASDI NINST CLSSF		444.0
	01-3360-2-219-1-024-000-6499	MEDIC NINST EMPLY	104.00	
	01-3360-2-219-1-055-011-0604	MEDIC NINST EMPLY		104.0
	01-3520-2-219-1-024-000-6499 01-3520-2-219-1-055-011-0604	UNEMP NINST STAFF UNEMP NINST STAFF	51.00	
	01-3620-2-219-1-024-000-6499	WCOMP NON-INSTRUCTIONAL	404.00	51.0
	01-3620-2-219-1-055-011-0604	WCOMP NON-INSTRUCTIONAL	121.00	101.0
	01-4300-2-219-1-024-000-6499	INSTR SUPPLIES & MATERIALS	1,576.00	121.0
	01-4300-2-219-1-058-036-1305	INSTR SUPPLIES & MATERIALS	1,576.00	1,576.0
	01-4600-2-219-1-024-000-6499	NON-INSTR SUPPLIES & MATERIALS	1,031.00	1,570.0
	01-4600-2-219-1-055-011-0604	NON-INSTR SUPPLIES & MATERIALS	.,	1,031.0
	01-4300-2-219-1-024-000-6499	INSTR SUPPLIES & MATERIALS	477.00	1,001.0
	01-4600-2-219-1-058-036-1305	NON-INSTR SUPPLIES & MATERIALS		477.0
	01-4300-2-219-1-024-000-6499	INSTR SUPPLIES & MATERIALS	63.00	
	01-5811-2-219-1-055-011-0604	CONTRACT SERVICES		63.0
	01-4600-2-219-1-024-000-6499	NON-INSTR SUPPLIES & MATERIALS	55.00	
	01-5811-2-219-1-055-011-0604	CONTRACT SERVICES		55.0
	01-4300-2-219-1-024-000-6499 01-5811-2-219-1-055-011-0604	INSTR SUPPLIES & MATERIALS	258.00	
	01-4600-2-219-1-024-000-6499	CONTRACT SERVICES	22.22	258.0
	01-5811-2-219-1-058-036-1305	NON-INSTR SUPPLIES & MATERIALS CONTRACT SERVICES	86.00	86.0
			11,266.00	11,266.0
			607,725.00	

### Recommended for Ratification

By The Board of Trustees of South Orange County Community College District

### Saddleback College

	Journal Number	BR11-00207	BR11-00239	BR11-00259
		BR11-00208	BR11-00240	BR11-00265
		BR11-00210	BR11-00241	BR11-00266
		BR11-00216	BR11-00242	BR11-00268
		BR11-00217	BR11-00243	BR11-00271
		BR11-00218	BR11-00245	BR11-00272
		BR11-00219	BR11-00247	BR11-00274
		BR11-00220	BR11-00248	BR11-00278
		BR11-00226	BR11-00249	BR11-00279
		BR11-00227	BR11-00250	BR11-00280
		BR11-00228	BR11-00253	BR11-00290
		BR11-00229	BR11-00255	BR11-00291
		BR11-00230	BR11-00256	BR11-00292
		BR11-00234	BR11-00257	BR11-00294
		BR11-00235	BR11-00258	
Irvine Va	alley College			
	Journal Number	BR11-00221	BR11-00237	BR11-00275
		BR11-00222	BR11-00238	BR11-00276
		BR11-00225	BR11-00254	BR11-00285
		BR11-00232	BR11-00261	BR11-00287
		BR11-00233	BR11-00273	BR11-00293
District				
	Journal Number	BR11-00269	BR11-00270	

**ITEM:** 5.8

DATE: 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Budget Amendment: Adopt Resolution No. 11-02 to

Amend 2010-11 Restricted General Fund

**ACTION:** 

Approval

#### **BACKGROUND**

Title 5 of the California Code of Regulations, Section 58199.5 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 2010-11 Adopted Budget.

The District is updating the adopted budget with current information as follows:

Foster & Kinship Care Program at Saddleback College	(\$2,430)
TANF Allocation for Saddleback College	(\$3,414)
CalWORKs Allocation for Saddleback College	\$19,969
CARE Allocation for Irvine Valley College	\$738
EOPS Allocation for Irvine Valley College	\$15,474
CalWORKs Allocation for Irvine Valley College	\$23,645
CalWORKs Regional Efforts Allocation for Irvine Valley College	\$500
TANF Allocation for Irvine Valley College	\$2,035
Total Increase to the General Fund	\$56,517
Total Budget Amendment	\$56,517

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 11-02 to amend the 2010-11 Adopted Budget as indicated in Exhibits A & B.

Item Submitted By: David Bugay, Ph.D., Acting Vice Chancellor, Business Services

#### GENERAL FUND

#### **RESOLUTION 11-02**

January 20, 2011

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$56,517.00 is assured to said District in excess of the amounts required to finance the total proposed budget expenditures and transfers for the current fiscal year from sources listed in Title 5 of the California Code of Regulations, Section 58199.5 as follows:

<u>Fund</u>	<u>Account</u>	Income Source	<u>Amount</u>
01	8199	Federal Revenue	-\$1,379
01	8622	State Revenue	\$16,212
01	8629	State Revenue	\$44,114
01	8690	State Revenue	\$2,430
			\$56,517

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

<u>Fund</u>	<u>Account</u>	Expenditure Description	<u>Amount</u>
01	1000	Academic Salaries	\$14,153
01	2000	Classified Salaries	\$24,658
01	3000	Fringe Benefits	\$1,788
01	4000	Books & Supplies	-\$305
01	5000	Other Operating Expenses & Services	\$16,223
			\$56,517

NOW, THEREFORE, BE IT RESOLVED that, pursuant to Title 5 of the California Code of Regulations, Section 58199.5, such excess funds are to be appropriated according to the following schedule:

# GENERAL FUND

### **RESOLUTION 11-02**

January 20, 2011

### **BUDGET AMENDMENT EXPENDITURE DETAIL**

# Foster and Kinship Care Program at Saddleback College

INC	<u>OME</u>		,	
01-	8690-	1-069-1-058-036-1305	Foster & Kinship Care Program at Saddleback	-2,430
			•	
EXP	ENDITU	<u>RE</u>		
01-	2383-	1-069-1-058-036-1305	TEMP SHORT-TERM CLASSIFIED STAFF	362
01-	3320-	1-069-1-058-036-1305	OASDI NONINSTRUCT STAFF	23
01-	3360-	1-069-1-058-036-1305	MEDICARE NONINSTRUCT STAFF	5
01-	3520-	1-069-1-058-036-1305	UNEMPLOYMENT INS NONINSTRUCT STAFF	3
01-	3620-	1-069-1-058-036-1305	WORKERS COMP NONINSTRUCT STAFF	6
01-	4300-	1-069-1-058-036-1305	INSTRUCTIONAL SUPPLIES	-1,500
01-	4580-	1-069-1-058-036-1305	DUPLICATING CHARGES	1,000
01-	4600-	1-069-1-058-036-1305	NONINSTRUCTIONAL SUPPLIES	195
01-	5153-	1-069-1-058-036-1305	CONSULTANT	237
01-	5269-	1-069-1-058-036-1305	MILEAGE	-500
01-	5271-	1-069-1-058-036-1305	DISTRICT EVENT	-2,000
01-	5620-	1-069-1-058-036-1305	RENTS & LEASES	-200
01-	5811-	1-069-1-058-036-1305	CONTRACT SERVICES	-300
01-	5840-	1-069-1-058-036-1305	POSTAGE	300
01-	5891-	1-069-1-058-036-1305	INDIRECT CHARGES	61
				-2,430

### **TANF Allocation for Saddleback College**

		I ANI AN	location for Saudiepack College	
INC	<u>OME</u>			
01-	8199-	1-033-1-000-000-0000	TANF Allocation for Saddleback College	-3,414
<u>EXP</u>	ENDITU	<u>RE</u>		
01-	1413-	1-033-1-051-000-6310	TEMP NONCLASSROOM FACULTY PT	-3,084
01-	3120-	1-033-1-051-000-6310	STRS INSTRUCTIONAL STAFF	-16
01-	3320-	1-033-1-051-000-6310	OASDI NONINSTRUCT STAFF	-191
01-	3360-	1-033-1-051-000-6310	MEDICARE NONINSTRUCT STAFF	-48
01-	3520-	1-033-1-051-000-6310	UNEMPLOYMENT NONINSTRUCT STAFF	-22
01-	3620-	1-033-1-051-000-6310	WORKERS COMP NONINSTRUCT STAFF	53
				-3,414
		CalWORKs	Allocation for Saddleback College	
INCO	<u> ME</u>			
01-	8629-	1-026-1-000-000-0000	CalWORKs Allocation for Saddleback	19,969
	ENDITUI	RE		
01-	1413-	1-026-1-051-000-6310	TEMP NONCLASSROOM FACULTY PT	1,480
01-	1414-	1-026-1-051-000-6310	TEMP NONCLASSROOM FACULTY SUM	5,887
01-	1415-	1-026-1-051-000-6310	TEMP NONCLASSRM FACULTY STIPEND	9,870
01-	3120-	1-026-1-051-000-6310	STRS INSTRUCTIONAL STAFF	1,537
01-	3320-	1-026-1-051-000-6310	OASDI NONINSTRUCT STAFF	92
01-	3360-	1-026-1-051-000-6310	MEDICARE NONISNTRUCT STAFF	100
01-	3520-	1-026-1-051-000-6310	UNEMPLOYMENT NONINSTRUCT STAFF	115
01-	3620-	1-026-1-051-000-6310	WORKERS COMP NONINSTRUCT STAFF	237
01-	2383-	1-026-1-051-000-6450	TEMP SHORT-TERM CLASSIFIED STAFF	651
				19,969
		CARE All	ocation for Irvine Valley College	
INCC				
01-	8622-	1-022-4-035-000-6310	CARE Allocation for Irvine Valley College	738
	ENDITU			2
01-	5999-	1-022-4-035-077-6310	UNALLOCATED	738_

# **EOPS Allocation for Irvine Valley College**

<u>INC(</u> 01-	<u>OME</u> 8622-	1-023-4-035-077-6430	EOPS Allocation for Irvine Valley College	15,474
EXP 01-	<u>ENDITU</u> 5999-	<u>RE</u> 1-023-4-035-077-6430	UNALLOCATED	15,474
		CalWORKs	Allocation for Irvine Valley College	
<u>INC(</u> 01-	<u>DME</u> 8629-	1-026-4-035-000-6310	CalWORKs Allocation for Irvine Valley	23,645
<u>EXP</u> 01-	<u>ENDITU</u> 2383-	<del></del>	CalWORKs Allocation for Irvine Valley	23,645
		CalWORKs Regional	Efforts Allocation for Irvine Valley College	
<u>INCC</u> 01-	<u>0ME</u> 8629-	1-027-4-035-000-6499	CalWORKS Regional Allocation for IVC	500
<u>EXPI</u> 01-	<u>ENDITUI</u> 5900-	<u>RE</u> 1-027-4-035-000-6499	GRANTS/SUB AWARD ALLOCATIONS	500
		TANF Alle	ocation for Irvine Valley College	
<u>INCC</u> 01-	<u>OME</u> 8199-	1-033-4-035-000-6310	TANF Allocation for Irvine Valley College	2,035
EXPI 01-	<u>ENDITUI</u> 5999-	<u>RE</u> 1-033-4-035-000-6310	UNALLOCATED	0.005
U 1-	J999-	1-000-4-000-0010	ONALLOCATED	2,035

**GENERAL FUND** 

#### **RESOLUTION 11-02**

January 20, 2011

COUNTY OF ORANGE	)
County Community College the above and foregoing R	Secretary to the Board of Trustees of South Orange e District of Orange County, California, hereby certify that esolution was duly and regularly adopted by the said Board of held on January 20, 2011.
IN WITNESS WHEI	REOF, I have hereunto set my hand and seal this 21st day

STATE OF CALIFORNIA )

Gary L. Poertner Secretary to the Board of Trustees

ITEM: 5.9

DATE: 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Purchase Orders/Confirming Requisitions

**ACTION:** 

**Approval** 

#### BACKGROUND

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, commencing with Sections 85230, purchase orders/confirming requisitions, and purchase change listings are submitted for approval of the Board of Trustees.

#### STATUS

Purchase orders processed in accordance with the general priorities of the adopted budget and numbered P11-02613 through P11-02976 amounting to \$1,783,223.82 are submitted to the Board of Trustees for approval. Confirming requisitions dated November 13, 2010 through December 14, 2010 totaling \$124,962.38 are also submitted.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the purchase orders/confirming requisitions listed in EXHIBIT A.

Includes P	11-02613 - P11-02976			
PO Number	Vendor Name	Site	Description	Account Amount
P11-02613	COLLEGE SOURCE, INC.	and the same of the selling term of automotive security for it is appearing	CollegeSource/TES - Site licence	5,498.00
	3312232 3331.02, mo.		subscr	5,490.00
P11-02614	PASCO SCIENTIFIC		PHYSICS COMPETITIVE EQUIPMENT	25,603.93
P11-02615	QUILTER'S RULE		SEWING MATS	371.82
P11-02616	FREESTYLE		Student Photo Supplies	657.67
P11-02617	ARTalks Design		SIGNS ON CAMPUS for M400 AND M500	1,013.03
P11-02618	PAPA PESTICIDE APPLICATORS ASSOC.		CINDY GLENN PAYMENT PEST RENEWAL	120.00
P11-02619	QUICKSTART INTELLIGENCE		Microsoft SharePoint Design Course	816.50
P11-02620	AMS WEATHER STUDIES AMERICAN METEOROLOGICAL		Invoice for Licensing Agreement	249.00
P11-02621	AMERICAN TECHNOLOGIES, INC. dba AMERICAN RESTORATION		MOLD REMEDIATION OF B200 AND PE200	12,020.38
P11-02622	LINDSAY LAW		Contract Services	200.00
P11-02623	TAMARA JONES JAMISON		Grant-funded conference Oct. 25-27, 2010	94.13
P11-02624	ANDREA FREDERIC		Grant-funded conference Oct. 25-27, 2010	93.00
P11-02625	MADELINE DRAKE		Grant-funded conference Oct. 25-27, 2010	93.00
P11-02626	CAMI VIGNOE		Grant-funded conference Oct. 25-27, 2010	87.00
P11-02627	DAVID AHUMADA	÷	Contract Services	100.00
P11-02628	JAMES W. LEWIS		Contract Services	275.00
P11-02629	JAMES W. LEWIS		Contract Services	700.00
P11-02630	SEHI PROCOMP COMPUTER PRODUCTS		Ink cartridges for Photography Department	4,012.88
P11-02631	AMANDA CARRADINE		Contract Services	250.00
P11-02632	NOELLE HOFFMAN	•	Contract Services	800.00
P11-02633	SO. ORANGE CO. COMM. COL.DIST		Return to Title IV Funds	2,290.00
P11-02634	TAMMY BECKNER		Workshop presenter	240.00
P11-02635	AMAN BHATIA	•	Contract Services	500.00
P11-02636	SO. ORANGE CO. COMM. COL.DIST		Return of Title IV Funds	305.00
P11-02637	SAMY'S CAMERA	•	Student Photo Supplies	1,215.83
P11-02638	CONSOLIDATED ELECTRICAL DIST.		REPLACEMENT LIGHT POLE IN LOT 11	1,381.13
P11-02639	DISCOUNT SCHOOL SUPPLY SALES DEPARTMENT		Classroom Supplies	909.32
P11-02640	SCANTRON CORPORATION		Scantron forms	74.97
P11-02641	STOVER SEED COMPANY		BASEBALL FIELD SEEDS	2,501.25
P11-02642	HORIZON		GROUNDS SUPPLIES	2,359.00
P11-02643	GREGG CHESTERMAN	•	Grant-funded conference Oct. 25-27, 2010	103.00
P11-02644	KAREN CHILDERS	•	Grant-funded conference Oct. 25-27, 2010	50.00
P11-02645	ANDREA LANE	•	Grant-funded conference Oct. 25-27, 2010	45.35
P11-02646	KIMBERLEY BLACKIE		Grant-funded conference Oct. 25-27, 2010	257.00
P11-02647	JEFF POLIK	•	Grant-funded conference Oct. 25-27, 2010	127.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy ESCAPE ONE NEW and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

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Includes P	Includes P11-02613 - P11-02976				
PO Number	Vendor Name	Site	Description	Account Amount	
P11-02648	INTELLIGENT COMPUTER SOLUTIONS	A Maryanga madalahan di dalahan dalam pengangan dalah banda banda	Data Security Hardware	7,034.71	
P11-02649	COMPLIANCE POSTER COMPANY		2011 Compliance Materials	32.91	
P11-02650	ELISE D. KING		Grant-funded conference Oct. 25-27. 2010	110.48	
P11-02651	DIANE EDWARDS-LIPERA	•	Grant-funded conference Oct. 25-27, 2010	141.85	
P11-02652	SHERYL ASHLEY		Grant-funded conference Oct. 25-27, 2010	142.00	
P11-02653	ALLIED STORAGE CONTAINERS, INC.		storage building	5,188.64	
P11-02654	SOUTH COAST DIST. CO.		CLEANING SUPPLIES	98.78	
P11-02655	SAMY'S CAMERA		Photography supplies	1,000.00	
P11-02656	CALIFORNIA STAGE/LIGHTING, INC		Parnel lighting package	13,497.26	
P11-02657	PITNEY BOWES		Postage for probation letters	202.69	
P11-02658	BOB PARRETT CONSTRUCTION		AGB BUILDING	3,708.00	
P11-02659	ARTALKS DESIGN, LLC		Contract Services		
P11-02660	NAT'L ATHLETIC TRAINERS	•		1,391.75	
P11-02661	ASSN MISSION VIEJO GLASS		Membership/National Athletic Trainer	390.00	
P11-02662	HELENE SHOTWELL		SM MIRRORS	6,155.00	
			Workshop Instructor	180.00	
P11-02663	CAMPUS-VOTE/VOTE-NOW JAMES CLAIBORNE		Campus-Vote.com election system subscription	761.00	
P11-02664	EMERALD MIRROR & GLASS		SSC MEN'S RESTROOM	300.00	
P11-02665	SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT	že.	COLLABORATIVE GRANT AGREEMENT WITH SVUSD	11,200.00	
P11-02666	CAPISTRANO UNIFIED SCHOOL DISTRICT	•	COLLABORATIVE GRANT AGREEMENT WITH CUSD	11,200.00	
P11-02667	K-LOG COMPANY		Equipment funds	7,367.05	
P11-02668	NATIONAL INSTRUMENTS		Annual Software License Renewal	1,499.00	
P11-02669	BRICO ELECTRIC		AUTOMOTIVE EQUIPMENT	11,659.00	
P11-02670	EAGLE COMMUNICATIONS		RADIOS		
P11-02671	JOYCE INSPECTION & TESTING		POOL DECK REPLACEMENT	12,886.56	
P11-02672	SYSTEMS SOURCE, INC.		(INSPECTOR	66,240.00	
P11-02672	SMART LEVELS MEDIA	•	Knoll Accessories	104.83	
		DI 1440	Printing- Newsletter	2,944.95	
P11-02674	PROMETRIC, INC.	Bldg W/Com Arts	Test Vouchers for Apple Certification Test	1,125.00	
P11-02675	COMPUTROLS, INC.		ENERGY MANAGEMENT SYSTEM	29,500.00	
P11-02676	WAUSAU TILE, INC.		Concrete Benches w/ Back	4,997.06	
P11-02677	ST OF CA VICTIM		CA Victim Compensation and	25.00	
	COMPENSATION &		Government Claim Fee		
P11-02678	SCANTRON CORPORATION		REPLENISH SUPPLIES	64.15	
P11-02679	JOANN D. GARCIA	•	Grant funded conference Oct. 25-27	90.00	
P11-02680	SHERRIE LOPER		Grant funded conference Oct. 25-27	92.73	
P11-02681	H. HUNTER PERRY		Grant funded conference Oct. 25-27	52.70	
P11-02682	VALENCIA RAYFORD		Grant funded conference Oct. 25-27	82.76	
P11-02683	JAZZ INSIDE MAGAZINE		Magazine Subscription	49.95	
P11-02684	ALENA STRICKLAND		Class Monitor	105.00	
P11-02685	GEO SPECTRA CONSULTING		POOL DECK CONSULTANT	12,500.00	
The preseding	ENGINEERS, INC.			.=,000.00	

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Includes P	11-02613 - P11-02976			
PO		-		
Number	Vendor Name	Site	Description	Account Amount
P11-02686	AMER. CHEMICAL & SANITARY SUP.		JANITORIAL SUPPLIES	74.87
P11-02687	GALE SUPPLY COMPANY		JANITORIAL SUPPLIES	17,003.05
P11-02688	STAR MAINTENANCE SUPPLY		JANITORIAL SUPPLIES	1.05
P11-02689	EMPIRE CLEANING SUPPLY	•	JANITORIAL SUPPLIES	.00
P11-02690	GALE SUPPLY COMPANY		JANITORIAL SUPPLIES	1,016.07
P11-02691	GORM, INC.			15,867.98
P11-02692	MAINTEX		JANITORIAL SUPPLIES	1,894.19
			JANITORIAL SUPPLIES	4,423.95
P11-02693	CONTINENTAL CHEM/SANITARY SUP.		JANITORIAL SUPPLIES	5,710.19
P11-02694	UNISOURCE CORPORATION FACILITIES SUPPLY		JANITORIAL SUPPLIES	6,080.67
P11-02695	UNISOURCE WORLDWIDE		JANITORIAL EQUIPMENT	32,242.12
P11-02696	HILLYARD FLOOR CARE SUPPLY		JANITORIAL EQUIPMENT	2,423.60
P11-02697	AMER. CHEMICAL & SANITARY SUP.		JANITORIAL SUPPLIES	32.54
P11-02698	EBERHARD EQUIPMENT		GROUNDS SUPPLIES	212.37
P11-02699	MOORE MEDICAL CORP.		OTC meds	101.67
P11-02700	DICK'S SPORTING GOODS		BASEBALL ITEMS FOR SEASON	2,678.41
P11-02701	RIS PAPER COMPANY, INC.	SC WAREHOUS!		.00
P11-02702	SYSTEMS SOURCE, INC.		FURNITURE FOR BST 103,A 119, B251 AND M102C	42,352.96
P11-02703	GRACE TRAINING SUPPLY		FEE-BASED NURSING SUPPLIES	16,659.50
P11-02704	AMER. CHEMICAL & SANITARY SUP.		JANITORIAL SUPPLIES	238.62
P11-02705	APPLE COMPUTER, INC.		MAC COMPUTER REFRESH *quote attached	164,785.11
P11-02706	CONTINENTAL CHEM/SANITARY SUP.		JANITORIAL SUPPLIES	.00
P11-02707	EMPIRE CLEANING SUPPLY		JANITORIAL SUPPLIES	6,756.17
P11-02708	В & Н РНОТО		DMA Supplies	34.37
P11-02709	FISHER SCIENTIFIC	•	GEOLOGY SUPPLIES	
P11-02710	GORM, INC.		JANITORIAL SUPPLIES	197.09
P11-02711	WEST-LITE SUPPLY CO.		GEOLOGY SUPPLIES	10,901.75
P11-02712	PYRAMID SCHOOL PRODUCTS		JANITORIAL SUPPLIES	139.74
P11-02713	CSS/RANCHO JANITORIAL			201.68
P11-02714	SUPPLIES	•	JANITORIAL SUPPLIES	165.37
	CSS/RANCHO JANITORIAL SUPPLIES		JANITORIAL SUPPLIES	300.15
P11-02715	CSS/RANCHO JANITORIAL SUPPLIES		JANITORIAL SUPPLIES	130.94
P11-02716	HONORS TRANSFER COUNCIL OF CA % IVC HONORS PROGRAM		Membership Dues for Honors	90.00
P11-02717	DUKE UNIVERSITY PRESS		Magazine subscription	20.00
P11-02718	OPERA NEWS		Magazine subscription	22.95
P11-02719	UNISOURCE CORPORATION FACILITIES SUPPLY		JANITORIAL SUPPLIES	149.30
P11-02720	STAR MAINTENANCE SUPPLY		JANITORIAL SUPPLIES	2,879.70
P11-02721	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES	2,066.41
P11-02722	STAR MAINTENANCE SUPPLY		JANITORIAL SUPPLIES	·
P11-02723	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES	304.50
P11-02724	SEHI PROCOMP COMPUTER		ink for brochures	1,692.15
P11-02725	PRODUCTS			1,613.13
F 11-02/20	ALBERTSONS ATTN: DEPT. R		Food and Supplies for CDC	400.00

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy ESCAPE CONGINE and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

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miciades F	11-02613 - P11-02976			
PO Number	Vendor Name	Site	Description	Account Amount
P11-02726	COMPUTERLAND OF SILICON VALLEY		PRO TOOLS 9 SOFTWARE	337.81
P11-02727	VICKI LYNN CARTER		Contract Services	50.00
P11-02728	ESSENCE ENTERTAINMENT	•	Contract Services	
P11-02729	ALL ELECTRONICS CORP.	•	PHYSICS SUPPLIES	1,200.00
P11-02730	B J LETTERING & FLAG SHOP MIKE MATOSIAN		Table Drapes	51.04 4,631.25
P11-02731	DOWNTOWN FORD SALES		FORD RANGERS	27,839.75
P11-02732	NLNAC, INC. NATIONAL LEAGUE FOR NURSING		NLN MEMBERSHIP RENEWAL	1,500.00
P11-02733	RIVERSIDE PUBLISHING CUSTOMER SERVICE - ORDERS		Nelson-Denny materials for LD testing	678.54
P11-02734	SMART LEVELS MEDIA		postcards & programs - Spring 2011	900.00
P11-02735	POSITIVE PROMOTIONS INC.		Instructional Supplies/Materials	949.72
P11-02736	MILLENNIUM BUSINESS SERVICES		window envelopes	538.31
P11-02737	NATIONAL INSTRUMENTS		Annual Software License Renewal (ATCHMNT)	579.00
P11-02738	SAMY'S CAMERA		Lens for recently purchased camera	190.31
P11-02739	TINT PLUS	•	Window Tint work in Admin. bldg. and E bldg	1,400.00
P11-02740	SchoolOutfitters.com		Glass display cases for posters	1,696.43
P11-02741	THE INSTRUMENTALIST		Magazine subscription	21.00
P11-02742	ENVIRON		ATEP HANGER AGRMT	41,000.00
P11-02743	GEOPRIME MINERALS		GEOLOGY MINERAL HAND SAMPLE SET	10,146.38
P11-02744	CAMBRIDGE EDUCATIONAL A FILMS MEDIA GROUP COMPANY		DVD's FOR INSTRUCTIONAL USE	393.43
P11-02745	A TO Z CIRCUIT BREAKERS		ELECTRICAL SUPPLIES	3,045.00
P11-02746	NASCO WEST INDUSTRIES, INC.		Dept. Supplies	94.67
P11-02747	GALE SUPPLY COMPANY		CUSTODIAL TOWEL DISPENSERS	2,332.69
P11-02748	IRVINE PIPE & SUPPLY		PLUMBING SUPPLIES - A QUAD	111.40
P11-02749	WELLS FARGO #3317 (DISTRICT)		remote presentation mouse w/laser	190.48
P11-02750	BURMINCO		GEOLOGY LAB SUPPLIES	.00
P11-02751	McMASTER CARR SUPPLY COMPANY		PHYSICS SUPPLIES	118.02
P11-02752	CLARK SECURITY PRODUCTS INC.		LOCKSMITH SUPPLIES	1,790.72
P11-02753	WAXIE SANITARY SUPPLY		CUSTODIAL TOWEL DISPENSERS	741.40
P11-02754	U S SHOP TOOLS	•	MACHINE TOOLS & SUPPLIES (ATCHMT)	3,700.77
P11-02755	AUTOANYTHING		AUTOMOTIVE SUPPLIES	309.86
P11-02756	GOVERNET % BIBBY SERVICES		Maintenance/Support Fees	9,630.00
P11-02757	SIGMA-ALDRICH CHEMICAL CO.		REAGENTS FOR MICROBIOLOGY	585.14
P11-02758	SPECTRUM LABORATORY PRODUCTS		CHEMICALS FOR MICROBIOLOGY	227.06
P11-02759	AARDVARK CLAY AND SUPPLIES		Ceramics class supplies	2,301.15
P11-02760	MILLENNIUM BUSINESS SERVICES		Business Cards for T.J. Prendergast	43.50
P11-02761	WELLS FARGO #3317		Arachnid ID	18.75
P11-02762	CAROLINA BIOLOGICAL SUPPLY		BIOLOGY SUPPLIES	232.28

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

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PO	Vandor Nama	Site	Description	Accoun
Number	Vendor Name	Site	Description	Amoun
11-02763	CAROLINA BIOLOGICAL SUPPLY		BIOLOGY SUPPLIES AND FEE BASED	500.00
11-02764	CDW-G COMPUTER CENTERS		Server Room Environmental Monitoring	3,512.22
11-02765	MILLENNIUM BUSINESS SERVICES		Business Cards: Glenn Roquemore	50.03
11-02766	MODERN POSTCARD		Holiday Cards	248.54
11-02767	RAND McNALLY & CO.		FOOD/NUTRITION SUPPLIES	34.38
11-02768	DICK BLICK COMPANY		Portfolio Cases	228.38
11-02769	MS ABRASIVE CLEANING EQUIPMENT		Blast medium for Art Department	369.75
11-02770	HOME DEPOT TUSTIN STORE # 603		non-instructional supplies for DMP	1,000.00
11-02771	SCHOOL SPECIALTY, INC.		* Linoleum square for Art Department	67.43
11-02772	FISHER SCIENTIFIC		ART SUPPLIES - RUSH ORDER	219.62
11-02773	KWIK KOPY PRINTING		Business Reply Envelopes	.00
11-02774	CASBO CASBO PROFESSIONAL DEVELOPMENT		Institutional Membership	818.00
11-02775	W. W. GRAINGER		BIOLOGY SUPPLIES	519.2
11-02776	PB AMERICAS, INC.		LABOR COMPLIANCE AGRMT	5,225.00
11-02777	CRYSTAL SHOMPH		Contract Services	1,150.00
11-02778	YVETTE ESTRADA		PRIDE Panelist	100.00
1-02779	NINA M. YAMASAKI		PRIDE Panelist	50.00
1-02780	MAGDALENA CASIS (aka NENA CASIS)		Workshop Presenter	1,080.0
1-02781	CARIE CRUZ		Monitor Adoptions	70.0
11-02782	SO. ORANGE CO. COMM. COL.DIST		R2T4 Direct Loan Repayment	122.00
1-02783	RIS PAPER COMPANY, INC.	SC WAREHOUSE	Replenish	.00
1-02784	RIS PAPER COMPANY, INC.	SC WAREHOUS!		.00
1-02785	XEROX CORPORATION ATTN: ARDIE HOOD		Equipment Relocation Move	210.60
1-02786	B & P SERVICES, INC.		REPLACE CONDENSOR SYSTEM IN PH4	2,180.00
1-02787	MICROSOFT ITA		License MS IT Academy	1,903.13
1-02788	LEE ARMSTRONG CO., INC.		PE-501 FLOORING	4,750.00
1-02789	McKESSON GENERAL MEDICAL CORP		Medical supplies	152.98
1-02790	McKESSON GENERAL MEDICAL CORP		medical supplies	287.12
1-02791	UNITED INTERIORS		AGB 126 & 132 FURNITURE PROPOSAL 11/15/10	12,899.7
1-02792	K-LOG COMPANY		Non-Instructional Equipment Reading Lab.	484.20
1-02793	GOVCONNECTION		Computer camera for lab use	81.43
1-02794	MILLENNIUM BUSINESS SERVICES Marty Cohn		business cards for Bill Kelly	54.63
1-02795	PROAIR CONSTRUCTION SVCS. INC.		A&R VAV BOX MODIFICATION	13,226.00
1-02796	TWO TWINS FROM TEXAS BLIND COMPANY		CLEANING BLINDS	696.00
1-02797	COLLEGE BOARD CUES SOFTWARE SERVICES		Ability to Benefit (ATB) Assessment Test Purchase	525.00
1-02798	DATAMAX O'NEIL PRINTER SUPPLIES		Paper	732.7
1-02799	NU AGE DEVELOPMENT, INC.		B227 PREP	2,000.00
e preceding	Purchase Orders have been issued in on of the Board of Trustees. It is reco	accordance with the	e District's Purchasing Policy ESCAF	E ONLIN

	Vendor Name	Site	December	Accour
Number	vendor Name	Site	Description	Amour
211-02800	JOSEPH JAY MENDOZA	ny 19-10. Ikan'ny papinaka hanta aka katan isa 190 papinany samundaningan nyagang	Monitor	420.00
P11-02801	CUMMINS-ALLISON CORP.		Shredder Maintenance Agreement	271.90
P11-02802	CAMPUS CONCERTS ATTN: PAT MAKI	•	Contract Services	6,000.00
P11-02803	NETOP		NETOP MAINTENANCE RENEWAL *invoice attached	1,879.20
211-02804	COMPUTERLAND OF SILICON VALLEY		WIN SERVER STD LICENSE	88.00
211-02805	IN-N-OUT BURGER ATTN: COOKOUT COORDINATOR	SC Science	Senior Day 2011	8,880.00
P11-02806	TECHNOLOGY INTEGRATION GROUP		KACE Appliance	34,647.96
211-02807	1000BULBS.COM		PHYSICS SUPPLIES	44.19
211-02808	CALIFORNIA ARBORIST		REHAB LANDSCAPING SURROUNDING WAREHOUSE	8,849.00
211-02809	DE LA SECURA, INC. dba DLS BUILDERS		GROUNDS BUILDING	13,752.00
211-02810	DELL MARKETING		Desktop computer for Program Specialist	1,353.39
211-02811	IRVINE UNIFIED SCHOOL DIST. ATTN: P.GRAHAM, ACCOUNTING		CTE HD Boot Camp	837.52
11-02812	AK CONSTRUCTORS INC.		INSTALL DRYWALLS INTO M400	10,859.0
11-02813	REALVOLLEYBALL.COM		MENS VOLLEYBALL ORDER	6,162.6
11-02814	NCMPR % AMBER CHIANG		NCMPR IVC 10/11 Membership	395.0
11-02815	LEGION WEST PAPER		Paper for Art Department	965.4
11-02816	HOME DEPOT MISSION VIEJO STORE #614		Art supplies	300.0
11-02817	DICK BLICK COMPANY		Art supplies	311.2
11-02818	BETTYANN WELLAND		Workshop Presenter	360.0
11-02819	ORKIN EXTERMINATING, INC. ACURID		Sanitize/Clean Storage Unit	1,500.0
11-02820	NU AGE DEVELOPMENT, INC.		DOOR INFILL & DRYWALL A208	14,897.0
11-02821	COMPUTERLAND OF SILICON VALLEY		SYMANTEC GHOST LIC/MAINT *quote attached	7,539.7
11-02822	DESTINATION CALIFORNIA		Destination California Membership 2010-11 ISP	1,000.0
11-02823	NU AGE DEVELOPMENT, INC.		A307 WALL REWORK	8,947.0
11-02824	CORNER BAKERY CAFE		TPP Event Refreshments	311.0
11-02825	HAITBRINK ASPHALT PAVING, INC.		BGS QUAD	2,500.0
11-02826	HITT MARKING DEVICES, INC.		Signature Stamps	65.7
11-02827	CALED (CA ASSOCIATION FOR LOCAL ECONOMIC DEVELOPMENT)		Institutional MembershipCALED	80.0
11-02828	WILLED BODY PROGRAM UCI COLLEGE OF MEDICINE		CADAVER FOR BIO.200 CLASS.	3,529.0
11-02829	C & H DISTRIBUTORS, INC.		Bins for Organizing	274.0
11-02830	UNITED RENTALS		LIFT RENTAL FOR PE-200	271.9 715.0
11-02831	DOW DIVERSIFIED		Biology Prep Work Station	715.9
11-02832	KATERCRAFTS BOOKBINDERS			1,557.8
11-02833	HAITBRINK ASPHALT PAVING,	•	Pay for book binding Fire Lane Striping	800.0
11-02834	INC. KEYBOARD CONCEPTS DENNIS		. 0	1,750.0
11-02034	HAGERTY McKESSON GENERAL MEDICAL		Piano Lab replacement pianos  MEDICAL SUPPLIES	46,082.8

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

ESCAPE ONLINE

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PO Number	Vendor Name	Site	Description	Accour Amour
211-02836	HAMPTON TEDDER ELECTRIC		TESTING OF HIGH VOLTAGE	38,000.00
	CO.		CABLE	
211-02837	UNISOURCE WORLDWIDE	SC WAREHOUS!	Replenish	.00
11-02838	ADVANCED EXERCISE EQUIPMENT CORPORATE OFFICE		Dumbell Plates and Bars for GSC	34,447.97
11-02839	DENOYER-GEPPERT SCIENCE CO.		Competitive Biology Equipment	25,558.1
11-02840	SEHI PROCOMP COMPUTER PRODUCTS	•	Supplies for D106 printer	355.18
11-02841	BRAVO SIGN & DESIGN		REPAIR & REPLACE DAMAGED SIGNS	3,760.00
11-02842	RIEGLE PRESS, INC.		SCHOOL CALENDARS	51.0
11-02843	GLAXO SMITH KLINE (GSK)		IMMUNIZATIONS	1,812.0
11-02844	MERCK AND CO., INC. ORDER MANAGEMENT CENTER		IMMUNIZATIONS	2,046.4
11-02845	K 5600 LIGHTING, INC.	Bldg W/Com Arts	replacement bulbs for lighting kit	497.3
11-02846	AK CONSTRUCTORS INC.	-	REHAB A100 WALLS	11,000.00
11-02847	AMERICAN GEOTECHNICAL, INC.		geotech consultant agrmt	3,800.0
11-02848	CACCRAO CHRISTOPHER WILSON		CACCRAO Membership 2010-2011	200.0
11-02849	FULLER TRUCK ACCESSORIES BRUCE E. MIHELICH LLC		VEHICLE SHELL	3,512.2
11-02850	CITY OF IRVINE		ADVERTISEMENT	875.0
11-02851	WARD'S NATURAL SCIENCE		Competitive Biology Equipment	3,828.3
11-02852	CAROLINA BIOLOGICAL SUPPLY		Competitive Biology Equipment	820.9
11-02853	CENTURION TECHNOLOGIES, INC.	•	SMART SHIELD LICENSES *quote attached	5,351.1
11-02854	HEAT TRANSFER SOLUTIONS		BOILER EMERGENCY REPAIR	1,250.0
11-02855	FOXIT CORPORATION		Foxit Software	559.2
11-02856	BAMBOO SOLUTIONS CORPORATION		Bamboo Software	690.0
11-02857	BILLBOARD MAGAZINE		Magazine subscription	75.0
11-02858	BACK STAGE		Magazine subscription	195.0
11-02859	AIR SOURCE INDUSTRIES, INC.		Liquid Nitrogen Tank	826.3
11-02860	PSYCHOLOGICAL ASSESSMENT RESOURCES, INC.		ASSESSMENT MATERIALS-SDS	1,938.0
11-02861	AACRAO PUBLICATIONS		AACRAO Publication 2010 FERPA QUICK GUIDE	106.8
11-02862	HALO BRANDED SOLUTIONS, INC. AKA LEE WAYNE CORPORATION		3 in 1 Ballpoint Pens	1,176.9
11-02863	ALPHAGRAPHICS		Flyer- Early Bird Registration High Schools	1,122.5
11-02864	ORANGE COUNTY REGISTER		ADVERTISING - BID 1099	368.0
11-02865	HALO BRANDED SOLUTIONS, INC. AKA LEE WAYNE CORPORATION		Holiday Cards	926.1
11-02866	GUEST ARTISTS		Evening of Comedy and Magic	6,000.0
11-02867	SMART & FINAL IRIS CO.		NUTRITIONAL SUPPLIES FOR SC CDC	2,000.0
11-02868	RESERVE ACCOUNT PITNEY BOWES		Funds for postage	30,000.0
11-02869	McKESSON GENERAL MEDICAL CORP		Competitive Biology Equipment	19,966.5
11-02870	UNITED INTERIORS		Ergonomic Chair- Scott Howlett	435.6
11-02871	ARAMARK UNIFORM SERVICES		FMO SHIRTS	7,526.0
ne preceding	Purchase Orders have been issued in on of the Board of Trustees. It is reco	accordance with th	ne District's Purchasing Policy FSCA	

PO Number P11-02872 P11-02873	Vendor Name	Site	Description	Accoun
			Description	Amoun
P11-02873	DELL MARKETING		Replacement Laptop for Marcia Milchiker	1,660.94
1 11-02013	AMBER HEALY		PRIDE Panelist	50.00
P11-02874	McKESSON GENERAL MEDICAL		Latex Gloves- Powder Free	
	CORP		Latex Gloves- Fowder Flee	165.52
P11-02875	HILLYARD FLOOR CARE SUPPLY		CUSTODIAL EQUIPMENT	1,989.81
P11-02876	SEW TRUE SUPPLY		Student Supplies	691.20
P11-02877	LASER SOURCE		Toner for network printer	208.80
P11-02878	UNITED INTERIORS		Monitor Arms	750.72
P11-02879	CDW GOVERNMENT, INC.		VIDEO CARDS FOR TAS	4,060.34
P11-02880	OMEGA ENGINEERING, INC.	•	MICROBIOLOGY SUPPLIES	190.00
P11-02881	EMISSION COMPLIANT		CHILLER PARTS	
1 11-02001	CONTROLS CORPORATION		CHILLER PARTS	891.7
P11-02882	DRS. FOSTER & SMITH		Biology Student Independent Project Supplies	103.09
P11-02883	B & P SERVICES, INC.		A200 Cap Outlay Project/Ductwork	2,980.00
P11-02884	WARD'S NATURAL SCIENCE		MICROBIOLOGY SUPPLIES	
P11-02885	TOMARK SPORTS EQUIPMENT		SOFTBALL FIELD	382.63
P11-02886	JAVIER VILLASENOR			630.08
P 1 1-02000		•	Grant funded conference Oct. 25-27, 2010	77.00
P11-02887	JACK HARTIN PHOTOGRAPHY		Contract Services	700.00
P11-02888	RORY HOLLIDAY		Contract Services	700.00
211-02889	CAROLINA BIOLOGICAL SUPPLY		Biology Fee-based Supplies	354.66
211-02890	JON LUNDGREN		Contract Services	
211-02891	MATTHEW KNELMAN	•	Contract Services	350.00
P11-02892	WESTERN ARTS ALLIANCE	•		250.00
P11-02893			Membership renewal	400.00
-11-02093	STATE OF CALIFORNIA/PARKS AND RECREATION		Facility fee for volleyball class	475.00
P11-02894	LAERDAL MEDICAL CORP.		SIMULATION EQUIPMENT FOR NURSING	102,878.54
P11-02895	LAERDAL MEDICAL CORP.		SIMULATION EQUIPMENT FOR HSHS	68,646.59
P11-02896	NACCE		Institutional MembershipNACCE	750.00
P11-02897	LIQUID AMBER DESIGNS, INC.		B309 to B318/REPAIR SURFACE	
			OF CABINETS	1,578.58
P11-02898	FLOOR TECH GROUP		A200 Cap Outlay Project/Flooring A208 & A200 area	4,378.00
P11-02899	PRECISION FLOOR COVERING		B200 PROJECT/CARPET DEAN'S AREA	2,152.01
P11-02900	THE M.S. ROUSE COMPANY, INC.		B200 DEAN'S SUITE PROJECT/CARPETING	1,800.00
211-02901	FISHER SCIENTIFIC		Physics Science Supplies	99.09
211-02902	SHELF MASTER, INC.		Astronomy Supplies	172.62
211-02903	WARD'S NATURAL SCIENCE		Geology Supplies	
P11-02904	ADDONICS ONLINE STORE		Compact RAID harddrives &	.00 940.04
P11-02905	QUEZADA PRO LANDSCAPE,		adapters TREE WORK AT MEDICAL	600.00
P11-02906	INC. INDUSTRIAL HYGIENE MGMT.,		CENTER ENTRANCE MCKINNEY MOLD ABATEMENT	2,950.00
	INC.		OVERSIGHT	۷,۶۵۵.0۱
P11-02907	DEPT OF INDUSTRIAL RELATIONS SELF-INSURANCE PLANS		FY 2010-11 Assessment Fees	15,402.55
P11-02908	DENISE BLAIR		Foster Parent Co-Trainer	630.00
211-02909	LISA FITCHNER		PRIDE Panelist	
	ROBBIN HATTEN		Workshop Presenter	50.00 150.00

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ESCAPE ONLINE

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Includes P	11-02613 - P11-02976			
PO	Vendor Name	Site	Description	Account
Number	vendor rame	Oite	Description	Amount
P11-02911	McMASTER CARR SUPPLY COMPANY		MARINE SCIENCE SUPPLIES	587.53
P11-02912	ADVANCED EXERCISE EQUIPMENT CORPORATE OFFICE		Dumbell Plates and Bars for GSC	22,190.54
P11-02913	ADVANCED EXERCISE EQUIPMENT CORPORATE OFFICE		Dumbell Plates and Bars for PE307	18,413.19
P11-02914	CDW GOVERNMENT, INC.		Cartridge for large plotter	72.11
P11-02915	THE MAGELLAN GROUP		SC Foundation Assessment review invoice	14,500.00
P11-02916	DISPENSING SOLUTIONS, INC.		Medications	716.89
P11-02917	BOB PARRETT CONSTRUCTION		AGB CONFERENCE ROOM REPAIRS	22,828.00
P11-02918	POCKET NURSE ENTERPRISES, INC.		SUPPLIES FOR NURSING	146.20
P11-02919	UNITED INTERIORS		Monitor Arms for L Cornejo Payroll Dept	.00
P11-02920	LIQUID AMBER DESIGNS, INC.		REHAB CABINETS IN CHEMISTRY LAB	10,417.46
P11-02921	REALVOLLEYBALL.COM		VOLLEYBALLS FOR MEN'S VOLLEYBALL TEAM	1,190.24
P11-02922	C.W. DRIVER CONTRACTORS INC.		CONSTR.MGR. FOR POOL DECK REPLMT	79,314.00
P11-02923	VWR INTERNATIONAL, INC.		Biology Supplies	80.59
P11-02924	BOB PARRETT CONSTRUCTION		MOLD ABATEMENT & REPAIR AT FINE ART MCKINNEY	35,719.00
P11-02925	EDUCATION FOR SUCCESSFUL PARENTING		Workshop Presenter	840.00
P11-02926	FARNOOSH SORAYA		Workshop Presenter	240.00
P11-02927	UNITED INTERIORS		AGB 126 & 132 WORKSTATIONS EQUIPMENT	975.30
P11-02928	BENZ MICROSCOPE OPTICS CENTER INC.		MARINE SCIENCE SUPPLIES	174.00
P11-02929	TECHNIC BUSINESS SOLUTIONS		Maintainence	500.00
P11-02930	MISSION VIEJO GLASS		PE-600 MIRROR REPAIRS	495.00
P11-02931	ORANGE CO. FARM SUPPLY		Horticulture Lab Supplies	878.10
P11-02932	AMERICAN MEDICAL ASSOCIATION		TEXTBOOK FOR MA INSTRUCTOR	128.20
P11-02933	FITZGERALD HEALTH EDUCATION ASSOCIATES, INC.		DVD FOR INSTRUCTIONAL USE	427.50
P11-02934	AMERICAN PORTABLE STORAGE		SCISSOR LIFT STORAGE CONTAINER	5,364.94
P11-02935	HITT MARKING DEVICES, INC.		Office Supplies - Stamp	19.74
P11-02936	PENGUIN GROUP (USA)		Books for distribution at conference	447.28
P11-02937	THE OUTDOOR MEDIA GROUP		Light Pole Banners	839.77
P11-02938	WELLS FARGO #3317 (DISTRICT)	•	Instructional Equipment-Reading Lab.	1,990.38
P11-02939	MARCIVE, INC.		Pay for book data clean up subscription services.	413.60
P11-02940	SchoolOutfitters.com		cork for standing bulletin boards	81.33
P11-02941	UNITED INTERIORS		ROUND FOLDING TABLES	3,613.79
P11-02942	CALIFORNIA ARBORIST		ADD STORM DRAIN IN EXISTING ROADWAY	11,627.50
P11-02943	SOCIETY OF AMERICAN ARCHIVISTS	-	Purchase books	490.72
P11-02944	LABOR LAW CENTER, INC.		Labor law posters	42.04

The preceding Purchase Orders have been issued in accordance with the District's Purchasing Policy ESCAPE ONLINE and authorization of the Board of Trustees. It is recommended that the preceding Purchase Orders be approved and that payment be authorized upon delivery and acceptance of the items ordered.

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Includes P	11-02613 - P11-02976			
PO				A
Number	Vendor Name	Site	Description	Account Amount
P11-02945	GRACE TRAINING SUPPLY		SUPPLIES FOR NURSING	80.90
P11-02946	D3 SPORTS, INC.		BASEBALL GEAR FOR BASEBALL TEAM	1,101.91
P11-02947	MISSION PRINTING COMPANY		Brochures for VC Business Services	630.75
P11-02948	CI SOLUTIONS, CARD INTEGRATION		District Encoded ID Cards - Restock	536.56
P11-02949	DICK BLICK COMPANY		DMA Supplies	184.33
P11-02950	SCANTRON CORPORATION		REPLENISH SUPPLIES	217.16
P11-02951	SPECTRUM LABORATORY PRODUCTS		BIOLOGY SUPPLIES	213.00
P11-02952	VWR INTERNATIONAL, INC.		BIOLOGY SUPPLIES	264.96
P11-02953	ALISO VIEJO CONFERENCE CENTER		Catering	560.04
P11-02954	SCANTRON CORPORATION		Scantron forms for student use	217.04
P11-02955	ACUSHNET COMPANY		IVC MEN'S GOLF ORDER	3,769.59
P11-02956	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB		LIFE SCIENCES BLDG.	.00
P11-02957	MARSHALL MATERIALS		SAND SUPPLIES FOR GROUNDS	883.41
P11-02958	WELLS FARGO #3317		BACKPACKS FOR FIELDTRIP USE BY INSTRUCTORS	302.27
P11-02959	RODGERS & HAMMERSTEIN		Rights/rentals Oklahoma! MUST BE PAID BY 2/6/11	6,283.50
P11-02960	SHELF MASTER, INC.		Geology Supplies	135.62
P11-02961	BRAVO SIGN & DESIGN		SC SIGN PANELS	6,335.00
P11-02962	VERNON LIBRARY SUPPLIES, INC.	•	Non-instructional Equipment- Reading Lab.	209.32
P11-02963	GOLF TEAM PRODUCTS		MEN'S GOLF ORDER	3,380.80
P11-02964	SEHI PROCOMP COMPUTER PRODUCTS		Maintenance Kit for HPLJ4250N	268.60
P11-02965	EmbroidMe Irvine		WOMEN'S STATE CHAMPIONSHIP VISORS	207.76
P11-02966	ART SUPPLY WAREHOUSE		DMA Supplies	61.75
P11-02967	VITAL LINK EDUCATION AND BUSINESS CONSORTIUM		Job Shadowing Opportunity for Middle Schoolers	7,600.00
P11-02968	OF CALIFORNIA/CCCAA	•	Electronic books per Ana Maria Cobos	75,173.00
P11-02969	USI		Publication Supplies	152.99
P11-02970	LISA R. WELLER		Contract Services	150.00
P11-02971	BLACKBOARD INC.		Bb Data Manger Tool	9,200.00
P11-02972	EDUCATIONAL GLOBAL TECHNOLOGIES, INC. (EDGT)		SOFTWARE TUTORIALS FOR NURSING	439.56
P11-02973	INDUSTRIAL HYGIENE MGMT., INC.		MOLD OVERSIGHT AT HS CHANCELLOR'S CONFERENCE	2,950.00
P11-02974	CITY OF LAGUNA NIGUEL PARKS & RECREATION DEPARTMENT		Pool Usage for KNEA Course	3,900.00
P11-02975	LISA R. WELLER		Contract Services	150.00
P11-02976	HAMPTON TEDDER ELECTRIC CO.		HIGH VOLTAGE POWER OUTAGE AT LIBRARY	3,605.52

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### ReqPay11b

### **Board Report**

Includes P	11-02613 - P11-02976				
PO Number	Vendor Name	Site	Description		Account Amount
			Total	364	1,783,223.82

Fund Summary					
Fund	Description		PO Count	Amount	
				.00	
01	General Fund		342	1,507,467.79	
12	Child Development Fund		6	5,045.84	
40	Capital Outlay Fund		16	255,307.64	
68	Self-Insurance Fund		1	15,402.55	
		Total	364	1,783,223.82	

	PO Changes	
_	New PO Amount	Change Amount
Total PO Changes		

### ReqPay211a

# Board of Trustees Confirming Requisition Listing

Includes 11	/13/2010 - 12/14/2010		
Requisition	Vendor Name	Description	Requisition Total
Number			
RQ11-02929	LESLIE HUMPHREY	Reimbursement for K-12 Partnership	14.76
RQ11-03576	WELLS FARGO #1598	ITEMS FOR BIO. W/COLLEGE CREDIT CARD	282.75
RQ11-03672	WELLS FARGO #1606 FISCAL-	Credit Card for Software Packages over \$200	6,045.94
RQ11-03704	WELLS FARGO #1598	CESA-MEMBERSHIP FOR W. GLEN	195.00
RQ11-03705	WELLS FARGO #1598	IACLEA-MEMBERSHIP FOR W. GLEN	225.00
RQ11-03706	WELLS FARGO #1598	CCUPCA-MEMBERSHIP FOR W. GLEN	75.00
RQ11-03749	WELLS FARGO #1606	Amazon.com - Bookcase	255.43
RQ11-03758	BETH MUELLER	SWACC Annual Board Meeting January 2011	318.72
RQ11-03821	S & B FOODS	Breakfast for High School Counselors	823.67
RQ11-03837	COACH AMERICA	* Bus for Emeritus DEC 10	1,140.00
RQ11-03876	WELLS FARGO #1598	* Request for credit card for geology field trip	200.00
RQ11-03880	DEWEY QUACH	SharePoint 2010 Bootcamp	3,195.40
RQ11-03881	ROBERT STANLEY	SharePoint 2010 Bootcamp	3,195.40
RQ11-03900	PATTY ROCKLIN	Reimburse staff member for conference	150.00
D044 00000		attendance	
RQ11-03902	MARYAM AFSHARI	Reimbursement - Hoag Hospital Seminar Registration	76.66
RQ11-03904	FAWN TANRIVERDI	Reimbursment for Fawn Tanriverdi	539.40
RQ11-03924	MIROSLAVA MANCHIK	REIMBURSEMENT Advisory Committee	300.00
RQ11-03938	AMY WHEELER	Travel to Kansas for iModules software training	1,051.63
RQ11-03939	JENNIFER MC CUE		1,001.00
RQ11-03940	DAVID D. GATEWOOD	OCBC Event	68.59
RQ11-03941	ROGER OWENS DEAN OF FINE ARTS	Attendance at Event	15.00
RQ11-03978	WELLS FARGO #1598	GANAHL LUMBER - WALL SUPPLES	510.00
RQ11-03980	GIZIEL LEFTWICH	Reimburse for ER copay	75.00
RQ11-03995	TEDDI LORCH	2011 SHRM Annual Conf & Expo 6/25/11	2,560.00
RQ11-03997	ESTER GRAHAM	2011 SHRM Annual Conf & Expo 6/26/11	2,560.00
RQ11-04006	MARYAM AFSHARI	Reimburse Maryam Afshari	79.40
RQ11-04011	WELLS FARGO #4198	MOTION INDUSTRIES - AIR HANDLER	150.00
RQ11-04020	MARY HALL	CCCSFAAA Conference	896.01
RQ11-04036	JAN STEVENS	Conference Reimbursement	75.00
RQ11-04037	WELLS FARGO #1598	PARTY CITY - High School Counselor's	100.00
<b></b>	51011155	conf.supplies	
RQ11-04039	RICHARD GROSCOST	Conf. Reimbursment - R.Groscost	1,364.20
RQ11-04052	ELIZABETH WEISS	reimbursement for purchase of refreshments	50.00
RQ11-04064	S & B FOODS	25th Ann/Holiday Luncheon	1,087.50
RQ11-04065	CHILD DEVELOPMENT TRAINING CONSORTIUM (CDTC)	* CONFERENCE REGISTRATION	520.00
RQ11-04066	WELLS FARGO #4198	aluminum flywheel	529.45
RQ11-04099	WELLS FARGO #3317	BuyOnlineNow.com 3 Victor Calculators	579.22
RQ11-04104	TECHNICAL INSTRUMENTS	VCT15306 Repair Microscopes	
RQ11-04107	COACH AMERICA	Bus for El Field Trip Dec 1	245.44
RQ11-04108	COACH AMERICA	Bus for El Field Trip Dec 3	574.00
RQ11-04109	WELLS FARGO #1598	Constant Contact, Email Marketing	676.00
RQ11-04123	RUSSELL HAMILTON	Reimbursement for conference	336.00
RQ11-04125	DIONNE PETITPAS		295.01
RQ11-04126	JOYCE BARTLOMAIN	Reimburse Dionne Petitpas for class trip CONFERENCE REIMBURSEMENT	250.00
RQ11-04140	IRVINE VALLEY COLLEGE	Planners for counseling conference	120.50
11-0-7-1-70	BOOKSTORE	r comers for counseling contenence	435.00

### Includes 11/13/2010 - 12/14/2010

Requisition		-	Requisition
Number	Vendor Name	Description	Total
RQ11-04164	PARISA SOLTANI	Conference Attendance	417.93
RQ11-04177	MICHAEL O'MEARA	Reimbursment for Michael O'Meara-photos	9.35
RQ11-04187	JUAN AVALOS	CAL. COM. COL. FIN. ASST. CONFERENCE	530.00
RQ11-04191	LASER SOURCE	Service and parts for printer	175.91
RQ11-04193	WELLS FARGO #3317	CDW-G	245.54
RQ11-04194	WELLS FARGO #3317	Amazon.com	174.98
RQ11-04203	DONALD MINEO	Reimbursement for Don Mineo (Career Books)	45.51
RQ11-04205	VALERIA BARRAGAN	Conference Reimbursement for Valeria	112.16
RQ11-04206	PATRICIA K. FLANIGAN	ACCCA CONFERENCE/PATRICIA FLANIGAN	783.92
RQ11-04207	CLAIRE CESAREO-SILVA	Conference Reimb. for C. Cesareo-Silva	604.39
RQ11-04208	BRANDEE CRAIG	Conference Reimb. for Brandee Craig	291.80
RQ11-04209	RANDY HARDICK	Conference Reimbursement for Randy Hardick	318.71
RQ11-04210	ANTHONY HUNTLEY	Conference Reimbursement for Anthony Huntley	300.00
RQ11-04211	LISA INLOW	Conference Reimbursement for Lisa Inlow	1,000.00
RQ11-04213	WELLS FARGO #1598	Frames for ResolutionsAaron Bros.	60.00
RQ11-04215	THOMAS O'LEARY	Conference Reimbursement for Thomas O'Leary	695.78
RQ11-04219	GINA SHAFFER	Conference Reimbursement for Gina Shaffer	412.00
RQ11-04221	BASIL SMITH	Conference Reimbursement for Basil Smith	825.00
RQ11-04222	MELANIE HAERI	Reimbursement for BSI Refreshments	200.00
RQ11-04223	LYNDELLE STONICK	Conference Reimbursement for Lyndelle Stonick	225.00
RQ11-04225	STEVE TEH	Conference Reimbursement for Steve Teh	300.00
RQ11-04226	KATHY LENNEY	Conference Reimb. for K.Tuominen-Lenney	500.00
RQ11-04227	SPECTRUM TECHNIQUES, INC.	* PHYSICS - REPAIR OF ST-350 COUNTER	296.88
RQ11-04229	MICHAEL J. MERRIFIELD	Conference Reimbursement for Mike Merrifield	573.00
RQ11-04231	DIANE WENZEL	Conference Reimbursement for Diane Wenzel	550.00
RQ11-04234	PAUL MC LEOD	Conference Reimbursement for Paul McLeod	500.00
RQ11-04239	JENNIFER MC CUE	Reim. to Jennie McCue for supplies	105.72
RQ11-04259	JANE HORLINGS	Reimburse/Fee-Based student awards	154.05
RQ11-04262	BAKER & TAYLOR	* Library DVD per Elizabeth Horan request	13.02
RQ11-04263	MARIE HOFFMAN	Costumes	112.96
RQ11-04268	WELLS FARGO #4198	DODGE DOORTruck Parts Company	300.56
RQ11-04275	MICHELLE ANSTADT	Settlement of Anstadt Case	48,750.00
RQ11-04277	SESSIONS & KIMBALL, LLP	Settlement of Anstadt Case	26,250.00
RQ11-04291	ANTHONY HUNTLEY	Reimbursement for Supplies: Biology Meeting	91.63
RQ11-04294	S & B FOODS	High School Campus Tour/Presentation	35.89
RQ11-04295	HALEY NGUYEN	Reimbursement to Faculty	63.69
RQ11-04297	KANA BENZ	Reimbursement	66.23
RQ11-04311	COAST FITNESS REPAIR SHOP	Repair / IVC Life Fitness Center	95.00
RQ11-04324	LISA JANE GORE	Reimbursement	129.61
RQ11-04326	SECURE LIVE SCAN	Rolling Fees	15.00
RQ11-04334	CA PLACEMENT ASSN	Hilden Conference registration fee - CPA 10/22	25.00
RQ11-04340	DAVID BUGAY	Conference for David Bugay	1,324.66
RQ11-04346	PARKWAY LAWNMOWER SHOP	Replace broken cover for generator	129.86
RQ11-04349	DAVID D. GATEWOOD	Reimbursement for Dean's office supplies	89.07
RQ11-04352	WELLS FARGO #2078	T.J. Prendergast - CCLC conf Jan 21-23	1,156.64
RQ11-04357	NEWBEGINNINGS, INC.	Catering for 2010 Ldrshp Recp	1,735.65
		TOTAL	124,962.38

# Includes 11/13/2010 - 12/14/2010

### **FUND SUMMARY**

FUND	DESCRIPTION	REQUISITION COUNT	AMOUNT
01	General Fund	92	43,841.44
40	Capital Outlay Fund	1	6,045.94
68	Self-Insurance fund	3	75,075.00
			124 962 38

ITEM: 5.10 DATE: 01/20/11

**TO:** Board of Trustees

FROM: Gary L. Poertner, Chancellor

**RE:** SOCCCD: Payment of Bills

**ACTION:** Approval

#### **BACKGROUND**

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, Sections 85230-36, inclusive, vendor check listings are submitted at each meeting for the approval of the Board of Trustees.

#### **STATUS**

Checks No. 098184 through 099015, processed through the Orange County Department of Education, totaling \$6,834,438.53; and Checks No. 010017 through 010029, processed through Saddleback College Community Education, totaling \$32,334.93; and Checks No. 008789 through 008792, processed through Irvine Valley College Community Education, totaling \$32,676.27 are submitted for the approval of the Board of Trustees.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the payment of bills as Listed in EXHIBIT A.

Checks Dated	11/13/2010 throug	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
098184	11/15/2010	SAN DIEGO GAS & ELECTRIC	44,189.47
098185	11/15/2010	SOUTHERN CALIFORNIA GAS CO.	17.69
098186	11/15/2010	VITAL LINK EDUCATION AND BUSINESS	13,450.00
000107	44/45/2040	CONSORTIUM	
098187 098188	11/15/2010	ROCKVIEW FARMS	369.36
098189	11/15/2010 11/15/2010	SAFEWAY INC/PAVILIONS SMART & FINAL IRIS CO.	550.11
098190	11/15/2010	PARMA	403.73
098191	11/15/2010	ACTIVEPDF, INC	100.00
098192	11/15/2010	AERIAL IMPRESSIONS	396.00 597.00
098193	11/15/2010	ALLSTEEL INC.	210.58
098194	11/15/2010	AVALON TENT & PARTY	247.77
098195	11/15/2010	CALIFORNIA STAGE/LIGHTING, INC	217.00
098196	11/15/2010	CARD INTEGRATORS CORPORATION DBA: CI	795.00
		SOLUTIONS	733.00
098197	11/15/2010	CDW GOVERNMENT, INC.	555.30
098198	11/15/2010	DAVID CHU	250.00
098199	11/15/2010	COACH AMERICA	676.00
098200	11/15/2010	COLLEGE ART ASSOCIATION GENERAL POST OFFICE	375.00
098201	11/15/2010	COLLINS COMPANY	981.47
098202	11/15/2010	CULLIGAN	47.70
098203	11/15/2010	JOHN DEERE LANDSCAPES, INC.	34.45
098204	11/15/2010	DELL MARKETING L.P. C/O DELL USA L.P.	1,578.81
098205	11/15/2010	SPARKLETTS	520.92
098206	11/15/2010	CATALINA DURAZO-SENKBEIL	105.00
098207	11/15/2010	ESSENCE ENTERTAINMENT	2,200.00
098208	11/15/2010	EXPERIAN	77.00
098209	11/15/2010	FEDERAL EXPRESS	43.10
098210	11/15/2010	FISHER SCIENTIFIC	1,440.51
098211	11/15/2010	OFFICEMAX CONTRACT INC.	7,092.54
098212	11/15/2010	OFFICEMAX CONTRACT INC.	233.40
098213	11/15/2010	ACSIG/EDGE	131,556.76
098214	11/15/2010	ACSIG/EDGE	43,534.26
098215	11/15/2010	HYATT LEGAL	7,337.20
098216	11/15/2010	PACIFICARE BEHAVIORAL HEALTH	3,163.02
098217	11/15/2010	PRUDENTIAL INSURANCE COMPANY OF AMERICA	26,906.40
098218	11/15/2010	PRUDENTIAL INSURANCE COMPANY OF AMERICA	14,927.84
098219 098220	11/15/2010 11/15/2010	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,148,835.00
098221	11/15/2010	UNUM LIFE INSURANCE COMPANY UNUM LIFE INSURANCE COMPANY	1,673.62
098222	11/15/2010	XEROX CORP.	3,304.41
098223	11/15/2010	ACSIG/EDGE	4,233.66
098224	11/15/2010	ACSIG/EDGE ACSIG/EDGE	13,421.18
098225	11/15/2010	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	3,913.48
098226	11/16/2010	PACIFIC COLOR PRINTING	247,449.00
098227	11/16/2010	LA NELL PEEBLES	184.88
098228	11/16/2010	GWEN PLANO	41.41 9.54
098229	11/16/2010	JULIE PRESTON-SMITH	290.32
098230	11/16/2010	INDIANA QUADRA	172.64
098231	11/16/2010	QUICK CAPTION	2,280.00
098232	11/16/2010	QUICK SORT LOS ANGELES	412.30
098233	11/16/2010	RICOH AMERICAS CORPORATION RICOH CUSTOMER FINANCE CORP.	12.51
098234	11/16/2010	RICOH AMERICAS CORPORATION	65.04
098235	11/16/2010	PRISCILLA ROSS	65.04
098236	11/16/2010	VICTORIA ROTHMAN	23 <i>:</i> 97 353.43
098237	11/16/2010	S & B FOODS CATERING DIVISION	194.12

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Checks Dated	11/13/2010 throug	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
098238	11/16/2010	SARGENT-WELCH LLC VWR INTERNATIONAL	455.07
098239	11/16/2010	SEPULVEDA BUILDING MATERIALS	259.95
098240	11/16/2010	ROBERT SKEELS & CO. INC.	3,257.92
098241	11/16/2010	SMART LEVELS MEDIA	193.73
098242	11/16/2010	AMY SUPINGER dba SUPINGER STRATEGIES	1,650.00
098243	11/16/2010	TECHNIC BUSINESS SOLUTIONS	267.94
098244	11/16/2010	THEATRE COMPANY	805.51
098245	11/16/2010	TUKATECH	4,771.88
098246	11/16/2010	VISION BUSINESS PRODUCTS	1,053.08
098247	11/16/2010	VWR INTERNATIONAL, INC.	74.57
098248	11/16/2010	WALTERS WHOLESALE ELECTRIC	211.29
098249	11/16/2010	WARD'S NATURAL SCIENCE	103.41
098250	11/16/2010	WARE DISPOSAL CO., INC.	1,436.13
098251	11/16/2010	WESTERN GRAPHICS PLUS, INC.	10,737.02
098252	11/16/2010	LAGUNA BALLET, INC.	20,064.00
098253	11/16/2010	AT&T	223.54
098254	11/16/2010	AT&T	5,854.08
098255	11/16/2010	AT&T	11.31
098256	11/16/2010	AT&T	11.17
098257	11/16/2010	AT&T	.56
098258	11/16/2010	SOUTHERN CALIFORNIA EDISON CO.	82.88
098259	11/16/2010	SOUTHERN CALIFORNIA GAS CO.	10,525.96
098260	11/17/2010	LAGUNA BALLET, INC.	10,032.00
098261	11/18/2010	PARKWAY LAWNMOWER SHOP	169.98
098262	11/18/2010	LILIANN PEREZ-STROUD	360.00
098263	11/18/2010	PHOENIX GROUP	1,787.70
098264	11/18/2010	PRAXAIR	423.46
098265	11/18/2010	QUARTERMASTER	65.24
098266	11/18/2010	QUILTER'S RULE	345.13
		Unpaid Sales Tax 26.69	
		Expensed Amount 371.82	
098267	11/18/2010	REGENCY LIGHTING	1,027.39
098268	11/18/2010	ROYAL PLYWOOD CO., LLC	2,549.92
098269	11/18/2010	S & B FOODS CATERING DIVISION	836.83
098270	11/18/2010	SADDLEBACK MATERIALS COMPANY	555.71
098271	11/18/2010	SADDLEBACK GOLF CARS, INC.	696.45
098272	11/18/2010	SAFEWAY INC/PAVILIONS	1,262.76
098273	11/18/2010	SAM SAKULSINGHDUSIT	694.79
098274	11/18/2010	SAN DIEGO SCALE CO.,INC.	829.45
098275 098276	11/18/2010 11/18/2010	SCANTRON CORPORATION	755.81
098277	11/18/2010	SECURE LIVE SCAN SECURITAS SECURITY SVCS, USA	658.00
098278	11/18/2010	SECURITAS SECURITY SVCS, USA SEHI PROCOMP COMPUTER PRODUCTS	4,614.52
098279	11/18/2010	SHATTINGER MUSIC	1,844.74
098280	11/18/2010	SMART LEVELS MEDIA	114.81
098281	11/18/2010	SO. COAST FIRE PROTECTION	108.39
098282	11/18/2010	· · · · · · · · · · · · · · · · · ·	3,700.00
098283	11/18/2010	SOUTHERN COUNTIES OIL DBA/SC FUELS SO. ORANGE CO. COMM. COL.DIST	738.22
098284	11/18/2010	SORIANO ELECTRIC RICK SORIANO	2,595.00
098285	11/18/2010	SPECTRUM CHEMICAL MFG. CORP.	1,759.70
098286	11/18/2010	SPORTSDECALS, INC.	119.38
000200	13,2010	Unpaid Sales Tax 21.44	268.28
		Expensed Amount 289.72	
098287	11/18/2010	TAYLOR & FRANCIS GROUP, LLC	212.56
098288	11/18/2010	TNR TECHNICAL, INC.	390.84
098289	11/18/2010	TOMARK SPORTS, INC.	135.77
The preceding Chec	ke have heen issued i	n accordance with the District's Policy and authorization of	

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Checks Dated	11/13/2010 throu	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
098290	11/18/2010	TRI-BEST VISUAL DISPLAY	394.88
098291	11/18/2010	REGENTS - U.C. UCLA CONFERENCE CENTER	19,776.69
098292	11/18/2010	VWR INTERNATIONAL, INC.	123.06
098293	11/18/2010	WALTERS WHOLESALE ELECTRIC	715.17
098294	11/18/2010	WAUSAU TILE, INC.	15,219.55
098295	11/18/2010	WESTERN EXTERMINATOR COMPANY	895.00
098296	11/18/2010	WESTMINSTER PRESS, INC.	4,242.06
098297	11/18/2010	NINA M. YAMASAKI	720.00
098298	11/18/2010	CA COMM COLL MATRICULATION PROFESSIONALS ASSOC.	75.00
098299	11/18/2010	COMMUNITY COLLEGE LEAGUE OF CA	475.00
098300	11/18/2010	JOHN HILTON	54.80
098301	11/18/2010	MARCIVE, INC.	47.52
098302	11/18/2010	OC REGISTER COMMERCIAL BILLING	2,000.00
098303	11/18/2010	ORKIN EXTERMINATING	286.00
098304	11/18/2010	QUICKSTART INTELLIGENCE	816.50
098305	11/18/2010	DIANE RIOPKA	79.86
098306	11/22/2010	JACKSON, DE MARCO, TIDUS, & PE	5,174.50
098307	11/22/2010	JONES DAY	11,124.93
098308	11/22/2010	AT&T	55.84
098309	11/22/2010	AT&T	9.87
098310	11/22/2010	SOUTHERN CALIFORNIA EDISON CO.	1,905.97
098311	11/22/2010	SOUTHERN CALIFORNIA EDISON CO.	9,488.82
098312	11/22/2010	SOUTHERN CALIFORNIA EDISON CO.	13,407.92
098313	11/22/2010	SOUTHERN CALIFORNIA GAS CO.	4,109.36
098314	11/22/2010	SOUTHERN CALIFORNIA GAS CO.	5,232.78
098315	11/22/2010	A-1 FENCE COMPANY	3,815.00
098316	11/22/2010	ADVANCE CUSTOM PROMOTIONS	317.25
		Unpaid Sales Tax 26.80	
		Expensed Amount 344.05	
098317	11/22/2010	AIR SOURCE INDUSTRIES, INC.	22.85
098318	11/22/2010	ALPHAGRAPHICS	2,133.68
098319	11/22/2010	APPLE COMPUTER INC.	243.60
098320	11/22/2010	ASW EXPRESS	228.67
		Unpaid Sales Tax 19.40	
000004	44/00/0040	Expensed Amount 248.07	
098321	11/22/2010	B & H PHOTO Unpaid Sales Tax 1.97	22.50
000000	44/00/0040		
098322	11/22/2010	GARY BARNAK	8,400.00
098323	11/22/2010	BERG WHOLESALE	310.11
098324	11/22/2010	BH MedWear, Inc.	169.55
098325	11/22/2010	KATHARINE S. BROOKS	15,000.00
098326	11/22/2010	C & H DISTRIBUTORS, INC.	479.27
098327	11/22/2010	CAPISTRANO SEWING MACHINE CO	149.84
098328	11/22/2010	CDW GOVERNMENT, INC.	2,104.87
098329 098330	11/22/2010	CINEMA SECRETS, INC.	800.37
	11/22/2010	CINTAS CORPORATION	56.24
098331	11/22/2010	CINTAS DOCUMENT MANAGEMENT	128.60
098332	11/22/2010	CINTAS DOCUMENT MANAGEMENT	144.05
098333	11/22/2010	JANINE C. CIRRITO	333.88
098334	11/22/2010	CLARK SECURITY PRODUCTS INC.	241.29
098335	11/22/2010	CLUB CAR, INC.	49.48
098336	11/22/2010	COACH AMERICA	2,238.08
098337	11/22/2010	SUSAN M. COLEMAN DBA EDUCATION 4 WORK	350.49

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Check Number	Check Date	Pay to the Order of	<b>Check Amoun</b>
098338	11/22/2010	MIKE COLLINS	67.58
098339	11/22/2010	COMMUNITY COLLEGE LEAGUE OF	2,980.00
000040	4.410.010.4.0	CALIFORNIA/CCCAA	
098340	11/22/2010	COX COMMUNICATIONS	4,277.86
098341	11/22/2010	DAD'S ROCK SHOP	152.36
		Unpaid Sales Tax 12.06	
		Expensed Amount 164.42	
098342	11/22/2010	NANCY M. DAVIS	481.48
098343	11/22/2010	JOHN DEERE LANDSCAPES, INC.	611.04
098344	11/22/2010	DELL MARKETING L.P. C/O DELL USA L.P.	7,978.46
098345	11/22/2010	DHK PLUMBING & PIPING, INC.	1,327.01
098346	11/22/2010	DIAMONDS SPORTS FIELD MAINTENANCE INC.	1,979.25
098347	11/22/2010	CANDIE DICKINSON	278.39
098348	11/22/2010	SPARKLETTS	557.77
098349	11/22/2010	DUNN-EDWARDS CORPORATION	848.41
098350	11/22/2010	E-Z UP DIRECT	170.01
098351	11/22/2010	EBERHARD EQUIPMENT	3,059.58
098352	11/22/2010	ECONOMIC ALTERNATIVES, INC.	347.91
098353	11/22/2010	EMCOR/Mesa Energy Systems	1,300.00
098354	11/22/2010	ENTERPRISE RENT-A-CAR	532.63
098355	11/22/2010	ESSENCE ENTERTAINMENT	5,148.00
098356	11/22/2010	EWING IRRIGATION PRODUCTS	332.95
098357	11/22/2010	TRISH FAIN	23.91
098358	11/22/2010	FISHER SCIENTIFIC	251.42
098359	11/22/2010	KAREN FONG	19.58
098360	11/22/2010	BRENDA FRAME	320.00
098361 098362	11/22/2010 11/22/2010	NEWBEGINNINGS, INC. CATERING DIVISION	102.23
098363	11/22/2010	DANIEL SMITH, INC.	85.12
098364	11/22/2010	AdvanceTek BLACKBOARD INC.	8,000.00
098365	11/22/2010	CATALYST CONSULTING	77.50
098366	11/22/2010	CLARK SECURITY PRODUCTS INC.	7,425.00
098367	11/22/2010	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	4,212.98
098368	11/22/2010	C.W. DRIVER CONTRACTORS, INC.	748.96
098369	11/22/2010	ENVIRON	16,100.33 3,389.09
098370	11/22/2010	gkkworks	4,460.00
098371	11/22/2010	LCS CONSTRUCTORS, INC.	12,422.00
098372	11/22/2010	MC CARTHY BUILDING COMPANIES	3,600.00
098373	11/22/2010	NIMBLE CONSULTING	20,000.00
098374	11/22/2010	PJHM ARCHITECTS	4,611.73
098375	11/22/2010	TECTA AMERICA SOUTHERN CALIFORNIA, INC.	4,590.00
098376	11/22/2010	UNITED SITE SERVICES OF CALIFORNIA, INC.	1,468.50
098377	11/22/2010	XEROX CORP.	646.65
098378	11/22/2010	DAVID AHUMADA	100.00
098379	11/22/2010	AMAN BHATIA	500.00
098380	11/22/2010	PAUL BUNCH	400.00
098381	11/22/2010	AMANDA CARRADINE	250.00
098382	11/22/2010	EDWARD EIEN	1,800.00
098383	11/22/2010	SHELL FLEET CARD SERVICES PROCESSING CENTER	2,241.0
098384	11/22/2010	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE	550.00
098385	11/22/2010	MARK PETERSEN	115.60
098386	11/22/2010	PHOENIX BUSINESS MACHINES, INC	500.00
098387	11/22/2010	PHOENIX GROUP	1,383.98
098388	11/22/2010	POSITIVE PROMOTIONS INC.	290.95

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Checks Dated 1	1/13/2010 throug	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax 23.19	e establique de Annia comp gan dura de administrativo de la Mandago de que el composito de la Mandago de que d El composito de la Mandago de la Composito de la Mandago de la Composito de la Mandago de la Composito del Composito del Composito de la Composito del Composito de la Composito del Composito del Composito de la Composito del Composito de la Composito del Composito de
		Expensed Amount 314.14	
098389	11/22/2010	REGENCY LIGHTING	280.05
098390	11/22/2010	SADDLEBACK GOLF CARS, INC.	21.10
098391	11/22/2010	GLEN SAMPLE SIGNS	60.00
098392	11/22/2010	SARGENT-WELCH LLC VWR INTERNATIONAL	148.44
098393	11/22/2010	SCANTRON CORPORATION	443.50
098394	11/22/2010	SCIENCE KIT, INC.	111.90
098395	11/22/2010	HELENE SHOTWELL	180.00
098396	11/22/2010	SHRED-IT CAMPO ENTERPRISES, INC.	244.00
098397	11/22/2010	SIXTEN, INC. dba SIXTEN & ASSOC.	3,360.00
098398	11/22/2010	SMARDAN SUPPLY - EL MONTE	26.16
098399	11/22/2010	SNADER AND ASSOCIATES INC.	16,177.33
098400	11/22/2010	SOUTH COAST DIST. CO.	98.78
098401	11/22/2010	SO. ORANGE CO. COMM. COL.DIST	1,532.00
098402	11/22/2010	SPECTRUM CHEMICAL MFG. CORP.	835.85
098403	11/22/2010	ALENA STRICKLAND	35.00
098404	11/22/2010	SUCCESSORIES, INC.	179.98
		Unpaid Sales Tax 14.87	110.00
		Expensed Amount 194.85	
098405	11/22/2010	THEATRE COMPANY	1,438.60
098406	11/22/2010	TOMARK SPORTS, INC.	68.29
098407	11/22/2010	TRI-AD	667.00
098408	11/22/2010	U.S. DATA TRUST CORPORATION	1,740.00
098409	11/22/2010	UNITED INTERIORS	316.25
098410	11/22/2010	LUIS MAURICIO VASQUEZ	875.00
098411	11/22/2010	VICTORY CUSTOM ATHLETIC	884.99
098412	11/22/2010	VWR INTERNATIONAL, INC.	43.68
098413	11/22/2010	WALLCUR, INC.	86.07
098414	11/22/2010	WARD'S NATURAL SCIENCE	430.13
098415	11/22/2010	WARE DISPOSAL CO., INC.	119.95
098416	11/22/2010	WBSF	518.02
098417	11/22/2010	WEST-LITE SUPPLY CO.	2,613.57
098418	11/22/2010	WOHLERS ASSOCIATES, INC. TERRY WOHLERS	421.40
098419	11/22/2010	FOREST LAKE EDUCATION MANAGEMENT	47,173.88
098420	11/22/2010	ELLE DUBOIS	25.70
098421	11/22/2010	JENNIFER GLEIZER	70.18
098422	11/22/2010	GOLF VENTURES WEST	121.34
098423	11/22/2010	W. W. GRAINGER	1,456.30
098424	11/22/2010	GRANICUS, INC.	1,075.00
098425	11/22/2010	RON GRANT	261.09
098426	11/22/2010	DIANA GRAY	1,040.00
098427	11/22/2010	GUNTHER'S ATHLETIC SERVICE	1,631.25
098428	11/22/2010	H & L CHARTER COMPANY, INC.	1,210.00
098429	11/22/2010	HAITBRINK ASPHALT PAVING, INC.	14,095.00
098430	11/22/2010	HIGHER ONE INC.	1,239.00
098431	11/22/2010	HITT MARKING DEVICES, INC.	28.66
098432	11/22/2010	NOELLE HOFFMAN	800.00
098433	11/22/2010	HONORS TRANSFER COUNCIL OF CA % IVC HONORS PROGRAM	90.00
098434	11/22/2010	HOPPER EQUIPMENT & SUPPLY	88.77
098435	11/22/2010	HORIZON	1,536.85
098436	11/22/2010	INTERSTATE BATTERIES OF CALIFORNIA COAST	834.87
098437	11/22/2010	IRVINE RANCH WATER DIST.	1,765.90
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098438	11/22/2010	IRVINE TENNIS	16,011.98

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Checks Dated	11/13/2010 throu	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
098440	11/22/2010	HALO/LEE WAYNE CORPORATION	858.08
098441	11/22/2010	JAMES W. LEWIS	975.00
098442	11/22/2010	MOBILE MODULAR MGMT. CORP.	4,508.00
098443	11/23/2010	AT&T	27.22
098444	11/23/2010	AT&T	11.22
098445	11/23/2010	SOUTHERN CALIFORNIA GAS CO.	35.71
098446	11/23/2010	VERIZON	791.83
098447	11/23/2010	XEROX CORP.	2,180.46
098448	11/23/2010	RICHARD SNEED	331.50
098449	11/23/2010	VERIZON	791.83
098450	11/24/2010	KHAVER AKHTER	15.00
098451	11/24/2010	WILLIAM (BEAU) ARBUTHNOT	103.25
098452	11/24/2010	JUAN AVALOS	404.58
098453	11/24/2010	MARYAM AZARY	350.00
098454 098455	11/24/2010	VALERIA BARRAGAN	35.00
098456	11/24/2010 11/24/2010	TOD A. BURNETT	25.00
098457	11/24/2010	CASHIER, DEPT OF PESTICIDE REGULATION BROOKE CHOO	120.00
098458	11/24/2010	TERESA FLUEGEMAN	500.00
098459	11/24/2010	KATHLEEN HAYDEN	46.00
098460	11/24/2010	MICHAEL HOGGATT	500.00 890.00
098461	11/24/2010	HOTEL SOLAMAR	167.72
098462	11/24/2010	CHRISTINA NIGRELLI	255.00
098463	11/24/2010	KARA PATTERSON	499.00
098464	11/24/2010	KEN PATTON	3,156.36
098465	11/24/2010	LINDA RENNE	84.00
098466	11/24/2010	CHRISTINA SMITH	255.00
098467	11/24/2010	BRUCE SOBCZAK	639.30
098468	11/24/2010	TERRY WEDEL	1,501.98
098469	11/24/2010	MARLENE WEINTRAUB	15.00
098470	11/24/2010	VERIZON	66.43
098471	11/24/2010	VERIZON	66.43
098472	11/24/2010	CCCSFAAA ATTN: MICHAEL S. COPENHAVER	295.00
098473	11/24/2010	MAGGIE CHENG	135.55
098474	11/24/2010	JOANNE DE MARCHI	500.00
098475	11/24/2010	MANCHESTER GRAND HOTEL	371.68
098476 098477	11/24/2010	DAN WALSH	98.60
098478	11/29/2010 11/29/2010	PITNEY BOWES PRESORT SERVICES PURETEC	2,030.53
098479	11/29/2010	QUARTERMASTER	534.61
098480	11/29/2010	VALENCIA RAYFORD	104.38
098481	11/29/2010	LISA ROMAIN	82.76
098482	11/29/2010	MONICA ROMERO	473.14 130.00
098483	11/29/2010	BONNIE SHERMAN	62.33
098484	11/29/2010	SO. ORANGE CO. COMM. COL.DIST	1,663.00
098485	11/29/2010	ANN STEINBERG	98.00
098486	11/29/2010	TC LIFE SAFETY	115.98
		Unpaid Sales Tax 9.	27
		Expensed Amount 125.	25
098487	11/29/2010	JOANNA Z. TOWNE	102.00
098488	11/29/2010	USA MOBILITY ATTN: ACCOUNTS RECEIVABLE	85.64
098489	11/29/2010	CAMI VIGNOE	87.00
098490	11/29/2010	AT&T	31.24
098491	11/29/2010	AT&T	546.53
098492	11/29/2010	AT&T	444.75

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Checks Dated	11/13/2010 throu	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
098493	11/29/2010	AT&T	1,732.05
098494	11/29/2010	A TO Z CIRCUIT BREAKERS	3,045.00
098495	11/29/2010	AAA ACCESS SMOG	50.00
098496	11/29/2010	AMERICAN ASSOCIATION OF COMMUNITY COLLEGES	10,180.00
098497	11/29/2010	ADVANTAGE MARKETING ADM GROUP INC.	3,964.19
098498	11/29/2010	AK CONSTRUCTORS INC.	12,025.00
098499	11/29/2010	ALAN'S LAWNMOWER & GARDEN	652.50
098500	11/29/2010	AMERICAN ASPHALT AND STRIPING, INC.	3,720.00
098501	11/29/2010	AMERICAN METEOROLOGICAL SOCIETY	249.00
098502	11/29/2010	AMTECH ELEVATOR SERVICES	1,800.55
098503	11/29/2010	MARY ANSTADT	32.46
098504	11/29/2010	APPLE COMPUTER INC.	2,045.29
098505	11/29/2010	AUCA LOS ANGELES	42.39
098506	11/29/2010	ARROWWOODS WORKS, INC.	183.00
098507	11/29/2010	ARTALKS DESIGN, LLC	1,013.03
098508	11/29/2010	AVALON TENT & PARTY	927.70
098509	11/29/2010	AVENTURA SAILING ASSOC.	380.00
098510	11/29/2010	B & K WHOLESALE ELECTRIC	307.00
098511	11/29/2010	BAKER & TAYLOR	10,027.38
098512	11/29/2010	TAMMY BECKNER	240.00
098513	11/29/2010	BLICK ART MATERIALS	171.39
098514	11/29/2010	ROBERT BLOOMFIELD	499.19
098515	11/29/2010	THE BONE ROOM	568.75
098516	11/29/2010	BRAND ATHLETICS	5,407.57
098517	11/29/2010	MATT BRODET	22.27
098518	11/29/2010	C & L REFRIGERATION CORP.	2,363.96
098519	11/29/2010	THE BANK OF NEW YORK TRUST COMPANY, N.A.	98,637.44
098520	11/29/2010	CALIFORNIA STAGE/LIGHTING, INC	368.23
098521	11/29/2010	CAPT BUSINESS OFFICE	182.00
098522	11/29/2010	CAROLINA BIOLOGICAL SUPPLY	143.87
098523	11/29/2010	VICKI LYNN CARTER	50.00
098524	11/29/2010	CHRONICLE OF HIGHER EDUCATION BULLETIN BOARD	69.97
098525	11/29/2010	CITRIX ONLINE	1,740.60
098526	11/29/2010	COACH AMERICA	821.14
098527	11/29/2010	COLLEGE SOURCE, INC.	5,498.00
098528	11/29/2010	MIKE COLLINS	261.01
098529	11/29/2010	COMPUTERLAND	2,496.50
098530	11/29/2010	ALAN CRAWLEY	1,120.00
098531	11/29/2010	CULLIGAN	2.75
098532	11/29/2010	KEVIN M. DALLA BETTA	23.87
098533	11/29/2010	DANA POINT YACHT MAINTENANCE	31.90
098534	11/29/2010	DANA WHARF SPORTFISHING	2,400.00
098535	11/29/2010	JOHN DEERE LANDSCAPES, INC.	154.21
098536	11/29/2010	DELL MARKETING L.P. C/O DELL USA L.P.	1,350.66
098537	11/29/2010	DEMCO INC.	159.90
098538	11/29/2010	GREGORY DICKINSON	15.10
098539	11/29/2010	DISCOUNT DANCE SUPPLY CO.	265.51
098540	11/29/2010	EAGLE COMMUNICATIONS	2,325.20
098541	11/29/2010	EBERHARD EQUIPMENT	205.03
098542	11/29/2010	EDUCATIONAL INNOVATIONS	118.50
098543	11/29/2010	ARNETTE EDWARDS	180.00
098544	11/29/2010	EMERALD MIRROR & GLASS	300.00
098545	11/29/2010	FEDERAL EXPRESS	130.90
098546	11/29/2010	FISHER SCIENTIFIC	1,267.68
098547	11/29/2010	ASHLEY RENE FORTINI	50.00
098548	11/29/2010	FREESTYLE	1,188.54

ESCAPE ONLINE

heck Number	Check Date	Pay to the Order of	Check Amour
98549	11/29/2010	FREEWAY AUTO SUPPLY	302.2
98550	11/29/2010	FULLERTON CIVIC LIGHT OPERA CO	322.6
98551	11/29/2010	ST OF CA VICTIM COMPENSATION &	25.0
98552	11/29/2010	ALBERTSONS PURCHASE ADVANTAGE	83.9
98553	11/29/2010	CARD DISCOUNT SCHOOL SUPPLY	909.3
98554	11/29/2010	INSIGHT MEDIA	5,164.3
		Unpaid Sales Tax 426.31	
		Expensed Amount 5,590.63	
98555	11/29/2010	IRVINE PIPE & SUPPLY	486.4
98556	11/29/2010	ISC BIOEXPRESS	347.4
98557	11/29/2010	JAMECO ELECTRONICS	324.1
98558	11/29/2010	JOHNSTONE SUPPLY	72.4
98559	11/29/2010	RJ COACHING AND CONSULTING RITA M. JONES	199.3
98560	11/29/2010	DR. CRAIG JUSTICE	13.0
98561	11/29/2010	MORITAKA KINA	45.0
98562	11/29/2010	XPEDX/Kirk	
98563	11/29/2010	KUSUNOKI, GARY I.	153.5
98564	11/29/2010		230.0
		LAGUNA MUFFLER SERVICE	133.7
98565	11/29/2010	LAURA'S INT PLANTSCAPE SERV	268.5
98566	11/29/2010	LINDSAY LAW	200.0
98567	11/29/2010	LAWNMOWERS ETC., LLC	86.7
98568	11/29/2010	LINKS SIGN LANGUAGE INTERPRETING SERVICES	2,634.0
98569	11/29/2010	E.D. LUCE PACKAGING	373.0
98570	11/29/2010	MACIAS, GINI & COMPANY LLP	4,553.0
98571	11/29/2010	MAQUINSAL SEWING MACHINE CO.	486.9
98572	11/29/2010	JENNIFER MC CUE	
98573	11/29/2010	MC KESSON MEDICAL SURGICAL	200.4
98574	11/29/2010	MESA GOLF CARTS INC.	131.4
			182.0
98575	11/29/2010	CLIFFORD MEYER AUTO TECH INSTRUCTOR	625.0
98576	11/29/2010	ANTHONY MICHAELIDES	373.9
98577	11/29/2010	ANTHONY MICHAELIDES	107.5
98578	11/29/2010	MILLENNIUM BUSINESS SERVICES Marty Cohn	1,207.1
98579	11/29/2010	MODERN POSTCARD	146.6
98580	11/29/2010	KIMBERLY MOUNSEY	120.0
98581	11/29/2010	NAVIGATORS PRINT & DESIGN INC	2,783.7
98582	11/29/2010	MOUNTAIN MEASUREMENT, INC. ATTN: NCLEX PROGRAM REPORTS	300.0
98583	11/29/2010	NEWARK DRESSMAKER SUPPLY INC. DIVISION OF HOME SEW	38.0
		Unpaid Sales Tax 2.54	
		Expensed Amount 40.54	•
98584	11/29/2010	NEWBEGINNINGS, INC. CATERING DIVISION	595.4
98585	11/29/2010	NIELSEN, MERKSAMER, PARRINELLOMUELLER & NAYLOR, LLP	1,500.0
98586	11/29/2010	NILES BIOLOGICAL, INC.	76.1
98587	11/30/2010	AT & T MOBILITY	33.8
98588	11/30/2010	AT & T MOBILITY	12.7
98589	12/01/2010	DAVID BUGAY	
98590	12/01/2010	OCEANA CALLUM	140.2
			500.0
98591	12/01/2010	JOE CLAYTON JR.	150.0
98592	12/01/2010	MONIKA CONNOLLY	995.7
98593	12/01/2010	KIM D'ARCY	725.7
8594	12/01/2010	WILL GLEN	716.4
98595	12/01/2010	DR. CRAIG JUSTICE	552.5
98596	12/01/2010	TEDDI LORCH	

the Board of Trustees. It is recommended that the preceding Checks be approved. Generated for Nancy Hulse (NHULSE), Dec 15 2010 7:50AM

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Checks Dated	11/13/2010 throu	gh 12/14/2010	-
Check Number	Check Date	Pay to the Order of	Check Amount
098597	12/01/2010	DONALD MINEO	461.41
098598	12/01/2010	LARRY RADDEN	1,000.00
098599	12/01/2010	DONNA RANE-SZOSTAK	623.60
098600	12/01/2010	JANE ROSENKRANS	497.50
098601	12/01/2010	KEITH SHACKLEFORD	18.00
098602	12/01/2010	ELISIA SIERAKOWSKI	395.91
098603	12/01/2010	WELLS FARGO BANK #1598	
098604	12/01/2010		716.24
098605	12/01/2010	MARK ZANDONELLA	104.35
098606		ASI	26,015.75
	12/01/2010	UC REGENTS UCSD	132.00
098607	12/01/2010	PARKWAY LAWNMOWER SHOP	782.98
098608	12/01/2010	PASCO SCIENTIFIC	25,603.93
098609	12/01/2010	PAYAM-E-ASHENA	200.00
098610	12/01/2010	H. HUNTER PERRY	52.70
098611	12/01/2010	PLASTICOID COMPANY	30.63
		Unpaid Sales Tax 1.88	
		Expensed Amount 32.51	
098612	12/01/2010	POCKET NURSE ENTERPRISES, INC.	1,120.12
		Unpaid Sales Tax 89.10	•
		Expensed Amount 1,209.22	
098613	12/01/2010	JEFF POLIK	127.00
098614	12/01/2010	PORT SUPPLY	147.89
098615	12/01/2010	PRAXAIR	90.10
098616	12/01/2010	PROMETRIC, INC.	1,125.00
098617	12/01/2010	PSI-PAYPHONE STATIONS INNOVAT.	1,170.00
098618	12/01/2010	LARRY RADDEN	400.12
098619	12/01/2010	REFRIGERATION SUPPLIES DIST.	270.58
098620	12/01/2010	RITE INC. dba THE PERFECT FIELD	
098621	12/01/2010	LISA ROMAIN	1,196.25
098622	12/01/2010	JOYCE ROMERO	76.01
098623	12/01/2010	SARGENT-WELCH LLC VWR INTERNATIONAL	90.00
098624	12/01/2010		32.67
098625		SCANTRON CORPORATION	74.97
	12/01/2010	JARED SCOTT	630.00
098626	12/01/2010	SEHI PROCOMP COMPUTER PRODUCTS	4,012.88
098627	12/01/2010	LOUIS SESSLER	12.61
098628	12/01/2010	CRYSTAL SHOMPH	1,150.00
098629	12/01/2010	SHRED-IT CAMPO ENTERPRISES, INC.	80.00
098630	12/01/2010	SIGNS PLUS MORE	103.32
098631	12/01/2010	SMART LEVELS MEDIA	2,944.95
098632	12/01/2010	THOMAS L. SMITH	155.00
098633	12/01/2010	DR. LINDA SMITH-GASTON	91.66
098634	12/01/2010	SOUTHERN COUNTIES OIL DBA/SC FUELS	4,098.19
098635	12/01/2010	SO. ORANGE CO. COMM. COL.DIST	122.00
098636	12/01/2010	SOCCER CENTRAL	129.19
098637	12/01/2010	SONRISE ELECTRICAL	1,264.00
098638	12/01/2010	SORIANO ELECTRIC RICK SORIANO	60.00
098639	12/01/2010	SPECTRUM CHEMICAL MFG. CORP.	
098640	12/01/2010	STRATA INFORMATION GROUP	39.72
098641	12/01/2010	SWEETWATER	13,145.00 2,759.11
		Unpaid Sales Tax 241.42	2,700.11
		Expensed Amount 3,000.53	
098642	12/01/2010	TECHNI-TOOL	641.45
098643	12/01/2010	EILEEN TOM	87.75
098644	12/01/2010	BELEN TORRES-GIL	70.00
098645	12/01/2010	TREND OFFSET PRINTING	10,988.89
		· · · · · · · · · · · · · · · · · · ·	10,300.09

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Checks Dated	Checks Dated 11/13/2010 through 12/14/2010			
Check Number	Check Date	Pay to the Order of	Check Amount	
098646	12/01/2010	UNIQUE MANAGEMENT SERVICES	218.90	
098647	12/01/2010	WARD'S NATURAL SCIENCE	62.29	
098648	12/01/2010	WAXIE	1,316.33	
098649	12/01/2010	KATHY WEATHERWAX	630.00	
098650	12/01/2010	WENGER CORPORATION	13,976.30	
098651	12/01/2010	WEST-LITE SUPPLY CO.	139.74	
098652	12/01/2010	WHITE CAP INDUSTRIES	59.11	
098653	12/01/2010	CARLA N. YORKE	66.57	
098654	12/01/2010	SAFEWAY INC/PAVILIONS	216.44	
098655	12/02/2010	SMART & FINAL IRIS CO.	1,085.08	
098656	12/02/2010	AdvanceTek	6,800.00	
098657	12/02/2010	AMERICAN GEOTECHNICAL, INC.	3,012.75	
098658	12/02/2010	BAYLEY CONSTRUCTION	278,179.18	
098659	12/02/2010	BEACH PAVING, INC.	2,500.00	
098660	12/02/2010	BLACKBOARD INC.	3,947.50	
098661	12/02/2010	BRAVO SIGN & DESIGN	6,818.35	
098662	12/02/2010	CALIFORNIA ARBORIST CONSTRUCTION CO.	4,860.00	
098663	12/02/2010	CATALYST CONSULTING	6,750.00	
098664	12/02/2010	COMMUNITY BANK ATTN: L. BUHL-ESCROW 1623	30,908.80	
098665	12/02/2010	CONDOR, INC.	39,960.00	
098666	12/02/2010	HCTD, LLC c/o HUDSON CAPITAL, LLC	30,000.00	
098667	12/02/2010	JACKSON, DE MARCO, TIDUS, & PE	31,834.60	
098668	12/02/2010	JOYCE INSPECTION & TESTING	12,464.00	
098669	12/02/2010	MC CARTHY BUILDING COMPANIES	61,219.68	
098670	12/02/2010	MC KENNA LONG & ALDRIDGE, LLP	3,540.00	
098671	12/02/2010	NEUDESIC, LLC	62,244.00	
098672	12/02/2010	BOB PARRETT CONSTRUCTION	114,792.98	
098673	12/02/2010	PB AMERICAS, INC.	4,140.40	
098674	12/02/2010	R2A ARCHITECTURE	4,475.96	
098675	12/02/2010	RED STONE, INC	4,608.00	
098676	12/02/2010	RJT COMPUQUEST	9,170.00	
098677 098678	12/02/2010 12/02/2010	SMART & FINAL IRIS CO.	1,056.20	
098679		TWO TWINS FROM TEXAS BLIND COMPANY	696.00	
098680	12/03/2010 12/03/2010	B. ADEMA B. MENEZES	300.00	
098681	12/03/2010	C. JOHNSON	300.00	
098682	12/03/2010	C. WALTI	300.00	
098683	12/03/2010	D. BECKFORD	300.00	
098684	12/03/2010	D. LEWIS	300.00	
098685	12/03/2010	E. NICHOLS	300.00	
098686	12/03/2010	H. NGUYEN	300.00	
098687	12/03/2010	J. XU	300.00	
098688	12/03/2010	L. NOID	300.00	
098689	12/03/2010	M. BATANERO	300.00	
098690	12/03/2010	P. ABDOLVAHAB	300.00	
098691	12/03/2010	R. BOSTWICK	300.00	
098692	12/03/2010	S. MERRITT	300.00 300.00	
098693	12/03/2010	S. RIZVI		
098694	12/03/2010	RICOH AMERICAS CORPORATION	300.00	
098695	12/03/2010	ALL ELECTRONICS CORP.	58.54 51.04	
098696	12/03/2010	AMERICAN TECHNOLOGIES, INC. dba AMERICAN RESTORATION	12,020.38	
098697	12/03/2010	OSVALDO AMEZCUA	141.85	
098698	12/03/2010	ROSIE ANTONECCHIA	101.00	
098699	12/03/2010	APPLE COMPUTER INC.	147,570.07	
098700	12/03/2010	ARAMARK UNIFORM SERVICES	77.30	
098701	12/03/2010	SHERYL ASHLEY	142.00	
			142.00	

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Check Number	Check Date	Pay to the Order of	Check Amount
098702	12/03/2010	ATKINSON, ANDELSON, LOYA, RUUD	27,248.10
098703	12/03/2010	AUTOANYTHING	309.86
098704	12/03/2010	BAKER & TAYLOR	170.12
		Unpaid Sales Tax 14.88	
		Expensed Amount 185.00	
098705	12/03/2010	KELLEY BEACH	41.00
098706	12/03/2010	BIOCAM COMMUNICATIONS	95.80
030700	12/00/2010	Unpaid Sales Tax 7.33	95.60
000707	40/00/0040		
098707	12/03/2010	KIMBERLEY BLACKIE	257.00
098708	12/03/2010	BONE CLONES, INC.	5,848.96
098709	12/03/2010	BRAND ATHLETICS	4,948.98
098710	12/03/2010	JENNIFER BURLESON	55.80
098711	12/03/2010	CYNTHIA BURNETT	43.95
098712	12/03/2010	CAPT BUSINESS OFFICE	11.00
098713	12/03/2010	GREGG CHESTERMAN	103.00
098714	12/03/2010	CHEVRON AND TEXACO BUSINESS CARD SERVICES	1,023.26
098715	12/03/2010	KAREN CHILDERS	50.00
098716	12/03/2010	JANINE C. CIRRITO	59.55
098717	12/03/2010	COACH AMERICA	727.00
098718	12/03/2010	JANE L. COLLIER	180.00
098719	12/03/2010	COMMUNITY COLLEGE SEARCH SRVS % AL FERNANDEZ, Ph.D.	14,000.00
098720	12/03/2010	COX COMMUNICATIONS	4,111.10
098721	12/03/2010	CAROL DANNA	18.47
098722	12/03/2010	MW DANNER	150.00
098723	12/03/2010	MARIA DE LA LUZ FLORES	174.95
098724	12/03/2010	DEEP SURPLUS	249.90
098725	12/03/2010	DIVERSIFIED BUSINESS SERVICES	538.98
098726	12/03/2010	MADELINE DRAKE	93.00
098727	12/03/2010	DIANE EDWARDS-LIPERA	141.85
098728	12/03/2010	ENTERPRISE RENT-A-CAR	410.80
098729	12/03/2010	KRISTIRI FARSCELLA	173.00
098730	12/03/2010	SHARTELLE FEARS	58.00
098731	12/03/2010	JOY FISHER	77.00
98732	12/03/2010	ANDREA FREDERIC	93.00
098733	12/03/2010	FREEWAY AUTO SUPPLY	11.81
098734	12/03/2010	PAUL FRIEDT	100.50
98735	12/03/2010	WELLS FARGO BANK #3317	1,704.98
		Unpaid Sales Tax 81.95	·
		Expensed Amount 1,786.93	
98736	12/03/2010	WELLS FARGO #4198	2,949.48
		Unpaid Sales Tax 232.35	
		Expensed Amount 3,181.83	
098737	12/03/2010	WELLS FARGO #1606	249.83
		Unpaid Sales Tax 20.55	
		Expensed Amount 270.38	
98738	12/03/2010	WELLS FARGO #2078	3,236.14
098739	12/06/2010	SOUTHERN CALIFORNIA EDISON CO.	38,787.53
098740	12/06/2010	CBC RESTAURANT CORP. CORNER BAKERY CAFE	311.03
098741	12/07/2010	XEROX CORP.	21,667.21
98742	12/07/2010	DAVID BUGAY	72.90
098743	12/07/2010	CHANG, DAVID H.	43.71
098744	12/07/2010	MONIKA CONNOLLY	68.70

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Checks Dated	11/13/2010 throu	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
098745	12/07/2010	FISDAP HEADWATERS SOFTWARE, INC.	1,650.00
098746	12/07/2010	MARIA GALLAGHER	103.44
098747	12/07/2010	JOANN D. GARCIA	90.00
098748	12/07/2010	TRUDIE GIORDANO	77.35
098749	12/07/2010	MARISELA GODINEZ	34.00
098750	12/07/2010	JUDI GOULD	132.50
098751	12/07/2010	DAVID L. HERNANDEZ II	253.00
098752	12/07/2010	JANET HUANG	62.50
098753	12/07/2010	IN-N-OUT BURGER ATTN: COOKOUT COORDINATOR	500.00
098754	12/07/2010	PIPS C/O KEENAN & ASSOCIATES	145,609.00
098755	12/07/2010	CHIEF, LOC CDS	525.00
098756	12/07/2010	SHERRIE LOPER	92.73
098757	12/07/2010	NCMPR NATIONAL OFFICE ATTN: BECKY OLSON	395.00
098758	12/07/2010	PERIWINKLE ENTERTAINMENT PRODUCTIONS	5,500.00
098759	12/07/2010	LAURA U'REN	39.45
098760	12/07/2010	AT&T	36.43
098761	12/07/2010	AT&T	318.69
098762	12/07/2010	AT&T	52.62
098763	12/07/2010	AT&T	52.62
098764	12/07/2010	AT&T	52.62
098765	12/07/2010	AT&T	11.45
098766	12/07/2010	SOUTHERN CALIFORNIA EDISON CO.	2,163.54
098767	12/07/2010	SOUTHERN CALIFORNIA EDISON CO.	202.08
098768	12/07/2010	RPM CONSULTANT GROUP	5,092.52
098769	12/07/2010	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	1,130.68
098770	12/07/2010	ACSIG/EDGE	132,588.00
098771	12/07/2010	ACSIG/EDGE	43,876.28
098772	12/07/2010	HYATT LEGAL	7,395.30
098773	12/07/2010	PACIFICARE BEHAVIORAL HEALTH	3,188.01
098774 098775	12/07/2010 12/07/2010	PRUDENTIAL INSURANCE COMPANY OF AMERICA	27,102.18
098776	12/07/2010	PRUDENTIAL INSURANCE COMPANY OF AMERICA	15,039.33
098777	12/07/2010	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE UNUM LIFE INSURANCE COMPANY	1,157,860.00
098778	12/07/2010	UNUM LIFE INSURANCE COMPANY	1,495.42
098779	12/07/2010	ACSIG/EDGE	3,206.40
098780	12/07/2010	ACSIG/EDGE	13,469.44
098781	12/07/2010	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	3,853.95
098782	12/07/2010	A TO Z WHOLESALE FLORAL SUPPLY	242,688.00
098783	12/07/2010	AAA ACCESS SMOG	1,206.58 50.00
098784	12/07/2010	AARDVARK CLAY AND SUPPLIES	2,301.15
098785	12/07/2010	AIRGAS WEST	2,301.15
098786	12/07/2010	AK CONSTRUCTORS INC.	10,859.00
098787	12/07/2010	APPLE COMPUTER INC.	17,215.00
098788	12/07/2010	AUCA LOS ANGELES	117.43
098789	12/07/2010	ARROWHEAD DRINKING WATER	43.49
098790	12/07/2010	ARTALKS DESIGN, LLC	1,391.75
098791	12/07/2010	B & H PHOTO	31.60
	,	Unpaid Sales Tax 2.77	31.00
		Expensed Amount 34.37	
098792	12/07/2010	BAKER & TAYLOR	6,080.98
098793	12/07/2010	BESAFE TECHNOLOGIES, INC.	738.15
098794	12/07/2010	BJB ENTERPRISES, INC.	264.04
098795	12/07/2010	BP ENERGY COMPANY BANK OF AMERICA, %	51,134.04
098796	12/07/2010	REMITTANCE BROWN MANUFACTURING GROUP, INC	4,245.00

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Check Number	<b>Check Date</b>	Pay to the Order of	<b>Check Amoun</b>
		Unpaid Sales Tax 314.56	
		Expensed Amount 4,559.56	
098797	12/07/2010	MIKE BROWN GRANDSTANDS, INC. BRAND SERVICES, INC.	500.00
098798	12/07/2010	TOM BURROWS	12.03
098799	12/07/2010	KRISTEN BUSH	1,470.0
098800	12/07/2010	BUTLER CHEMICALS, INC.	224.30
098801	12/07/2010	CALIFORNIA POWER PARTNERS, INC.	106,040.0
098802	12/07/2010	CALIFORNIA STAGE/LIGHTING, INC	158.88
098803	12/07/2010	CALED (CA ASSOCIATION FOR LOCAL ECONOMIC DEVELOPMENT)	80.00
098804	12/07/2010	CAMPUS CONCERTS ATTN: PAT MAKI	3,800.0
098805	12/07/2010	CAPT BUSINESS OFFICE	29.0
098806	12/07/2010	CAROLINA BIOLOGICAL SUPPLY	227.6
098807	12/07/2010	JOHN T. CASAGRANDE JTC CONSULTING	700.0
098808	12/07/2010	CASBO CASBO PROFESSIONAL DEVELOPMENT	818.0
098809	12/07/2010	COACH AMERICA	2,411.6
098810	12/07/2010	MIKE COLLINS	63.4
098811	12/07/2010	CPP, INC. DAVIES-BLACK PUBLISHING	5.0
098812	12/07/2010	CUMMINS-ALLISON CORP.	271.9
098813	12/07/2010	DELL MARKETING L.P. C/O DELL USA L.P.	543,488.3
098814	12/07/2010	DHK PLUMBING & PIPING, INC.	791.7
98815	12/07/2010	DISCOUNT DANCE SUPPLY CO.	27.9
98816	12/07/2010	DISPENSING SOLUTIONS, INC.	226.9
98817	12/07/2010	SPARKLETTS	57.2
098818	12/07/2010	MICHELE DUGAN	180.0
98819	12/07/2010	EBERHARD EQUIPMENT	212.3
98820	12/07/2010	EMPIRE CLEANING SUPPLY	5,204.6
98821	12/07/2010	ENTERPRISE RENT-A-CAR	229.0
)98822	12/07/2010	ESTRADA, YVETTE	50.0
)98823	12/07/2010	EXCELSIOR ELEVATOR CORPORATION	975.0
98824	12/07/2010	EXPERIAN	77.0
98825	12/07/2010	FEDERAL EXPRESS	46.8
98826	12/07/2010	FISHER SCIENTIFIC	110.7
98827	12/07/2010	FREEWAY AUTO SUPPLY	157.6
98828	12/07/2010	LEXIS-NEXIS/MATTHEW BENDER	214.8
98829	12/08/2010	PACIFIC CLIPPINGS	59.0
98830	12/08/2010	NCS PEARSON, INC.	1,152.2
)98831	12/08/2010	RESERVE ACCOUNT PITNEY BOWES	30,000.0
98832	12/08/2010	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	464.0
)98833	12/08/2010	PORT SUPPLY	44.5
)98834	12/08/2010	PSI-PAYPHONE STATIONS INNOVAT.	2,730.0
98835	12/08/2010	PYRO-COMM SYSTEMS	7,225.0
98836	12/08/2010	QUALITY OFFICE FURNISHINGS	5,198.5
98837	12/08/2010	QUICK CAPTION	2,280.0
98838	12/08/2010	JAMES REPKA Saddleback College	241.4
98839	12/08/2010	RICOH AMERICAS CORPORATION RICOH CUSTOMER FINANCE CORP.	70.6
98840	12/08/2010	RICOH AMERICAS CORPORATION	123.5
98841	12/08/2010	S & B FOODS CATERING DIVISION	150.8
98842	12/08/2010	SADDLEBACK GOLF CARS, INC.	44.0
98843	12/08/2010	SAMY'S CAMERA	239.2
98844	12/08/2010	SARGENT-WELCH LLC VWR INTERNATIONAL	74.3
98845	12/08/2010	SCANTRON CORPORATION	1,382.
98846	12/08/2010	SEHI PROCOMP COMPUTER PRODUCTS	1,078.4

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Checks Dated	Checks Dated 11/13/2010 through 12/14/2010			
Check Number	Check Date	Pay to the Order of	Check Amount	
098847	12/08/2010	SMART & FINAL IRIS CO.	90.56	
098848	12/08/2010	SO. ORANGE CO. COMM. COL.DIST	758.00	
098849	12/08/2010	SPECTRUM CHEMICAL MFG. CORP.	275.98	
098850	12/08/2010	STOVER SEED COMPANY	2,501.25	
098851	12/08/2010	THEATRE COMPANY	156.60	
098852	12/08/2010	TOMARK SPORTS, INC.	554.64	
098853	12/08/2010	TRANSPORT SPECIALTIES, INC.	4,781.63	
098854	12/08/2010	PAMELA TURNER	30.44	
098855	12/08/2010	TUSTIN IRVINE MEDICAL GROUP	100.00	
098856	12/08/2010	UNITED SITE SERVICES OF CALIFORNIA, INC.	280.49	
098857	12/08/2010	UC REGENTS CENTRAL CASHIER	1,094.00	
098858	12/08/2010	VENTEK INTERNATIONAL	180.00	
098859	12/08/2010	JAVIER VILLASENOR	77.00	
098860	12/08/2010	VISTA PAINT CORPORATE OFFICE	283.33	
098861	12/08/2010	WARD'S NATURAL SCIENCE	1,459.32	
098862	12/08/2010	WARE DISPOSAL CO., INC.	119.95	
098863	12/08/2010	WAXIE	65.35	
098864	12/08/2010	BETTYANN WELLAND	360.00	
098865	12/08/2010	WESTERN ARTS ALLIANCE	400.00	
098866	12/08/2010	MICHAEL E. WILSON	10,506.00	
098867	12/08/2010	WIRED PLANET	187.50	
098868	12/08/2010	MICHELE WOLFF	5.97	
098869	12/08/2010	NINA M. YAMASAKI	50.00	
098870	12/08/2010	STEPHANIE YEE	51.47	
098871	12/08/2010	LYNN YOUNG	1,080.00	
098872	12/08/2010	SAFEWAY INC/PAVILIONS	495.37	
098873	12/08/2010	GALE SUPPLY COMPANY	1,102.73	
098874	12/08/2010	GAYLE'S EMBROIDERY	108.00	
098875	12/08/2010	GILBERT & STEARNS, INC.	3,061.00	
098876	12/08/2010	GoEngineer	801.61	
098877	12/08/2010	GOLF VENTURES WEST	93.07	
098878 098879	12/08/2010	W. W. GRAINGER	1,485.82	
098880	12/08/2010 12/08/2010	GREEN THUMB INTERNATIONAL	36.13	
098881	12/08/2010	KELLY GRIMES	900.00	
098882	12/08/2010	MELANIE HAERI	128.06	
098883	12/08/2010	HIRSCH PIPE & SUPPLY	907.28	
098884	12/08/2010	MICHAEL HOGGATT HORIZON	120.00	
098885	12/08/2010	INGARDIA BROTHERS PRODUCE,INC.	822.15	
098886	12/08/2010	INTERSTATE ELECTRIC	1,012.94	
098887	12/08/2010	IRVINE PIPE & SUPPLY	425.76	
098888	12/08/2010	IRVINE UNIFIED SCHOOL DIST. ATTN: P.GRAHAM.	231.04	
-	12/00/2010	ACCOUNTING	837.52	
098889	12/08/2010	TAMARA JONES JAMISON	94.13	
098890	12/08/2010	BEVERLY JOHNSON	44.53	
098891	12/08/2010	JOHNSTONE SUPPLY	72.06	
098892	12/08/2010	ELISE D. KING	110.48	
098893	12/08/2010	MARK KRUHMIN	16.82	
098894	12/08/2010	LOS ANGELES TIMES	40.95	
098895	12/08/2010	LAERDAL MEDICAL CORP.	4,339.12	
098896	12/08/2010	ANDREA LANE	45.35	
098897	12/08/2010	DAVID B. LANG	281.94	
098898	12/08/2010	LIEBERT CASSIDY WHITMORE	14,056.87	
098899	12/08/2010	CARINA HUYNH LIN	52.50	
098900	12/08/2010	NICOLE LOFTUS	123.58	
098901	12/08/2010	MC CALLUM GROUP, INC.	1,000.00	
098902	12/08/2010	MICHAEL LOWELL MC CORMICK	20.00	
			_5.30	

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Checks Dated	11/13/2010 throu	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
098903	12/08/2010	BRETT MC KIM	31.28
098904	12/08/2010	McMASTER CARR SUPPLY CO.	118.02
098905	12/08/2010	MELISSA MEADOWS	91.77
098906	12/08/2010	JOSEPH JAY MENDOZA	210.00
098907	12/08/2010	MESA GOLF CARTS INC.	477.63
098908	12/08/2010	CLIFFORD MEYER AUTO TECH INSTRUCTOR	208.55
098909	12/08/2010	MS IT ACADEMY	1,903.13
098910	12/08/2010	MARCIA MILCHIKER	46.99
098911	12/08/2010	MARIANNA MORENO	92.50
098912	12/08/2010	SANDY MORRIS	73.25
098913	12/08/2010	NEUDESIC, LLC	14,040.00
098914	12/08/2010	CITY OF IRVINE	875.00
098915	12/08/2010	LAKESHORE CURRICULUM MATERIALS	647.61
098916	12/08/2010	ORKIN EXTERMINATING	93.60
098917	12/08/2010	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	3,534.10
098918	12/08/2010	TOD A. BURNETT	418.84
098919	12/08/2010	CA SCHOOL EMPLOYEES ASSN CHAPTER 586	1,483.16
098920	12/08/2010	SHERYL CHRISTENSEN	187.82
098921	12/08/2010	ILKNUR ERBAS-WHITE	90.00
098922	12/08/2010	WENDY GABRIELLA	56.90
098923	12/08/2010	DAVID D. GATEWOOD	50.00
098924	12/08/2010	EZEKIEL HALL	75.00
098925	12/08/2010	ERIC HILDEN	109.00
098926	12/08/2010	CAROL HILTON	70.70
098927 098928	12/08/2010 12/08/2010	DR. CRAIG JUSTICE MARGOT LOVETT	942.40
098929	12/08/2010		666.40
098930	12/08/2010	LARRY RADDEN	552.77
098931	12/08/2010	VITO-LEONARDO SCAROLA BARBARA TAMIALIS	983.00
098932	12/08/2010	JODI TITUS	399.40
098933	12/08/2010	KARI L. TUCKER	277.54
098934	12/08/2010	HOME DEPOT CREDIT SERVICES	650.00 4,471.96
098935	12/09/2010	SAN DIEGO GAS & ELECTRIC	960.48
098936	12/09/2010	STEPHEN DUBAY	43.29
098937	12/09/2010	ESTER GRAHAM	63.65
098938	12/09/2010	RUBY HAZZARD	18.53
098939	12/09/2010	JANET HUANG	461.39
098940	12/09/2010	IRVINE PIPE & SUPPLY	1,610.86
098941	12/09/2010	EILEEN MARY O'BRIEN	242.57
098942	12/09/2010	OC Treasurer-Tax Collector	420.00
098943	12/09/2010	BROOK FELLOWS OLIVER	52.90
098944	12/09/2010	LA NELL PEEBLES	33.75
098945	12/09/2010	JAY SIERZCHULA	27.00
098946	12/09/2010	SONJA WYCHE	13.50
098947	12/09/2010	CRC CONSULTING GROUP, INC.	693.75
098948	12/09/2010	gkkworks	47,853.93
098949	12/09/2010	GRAYBAR ELECTRIC CO.	253.56
098950	12/09/2010	HCTD, LLC c/o HUDSON CAPITAL, LLC	30,000.00
098951	12/09/2010	JOYCE INSPECTION & TESTING	20,680.00
098952	12/09/2010	MC CARTHY BUILDING COMPANIES	3,600.00
098953	12/09/2010	NEUDESIC, LLC	2,224.00
098954	12/09/2010	NIMBLE CONSULTING	9,375.00
098955	12/09/2010	NU AGE DEVELOPMENT, INC.	11,503.95
098956	12/09/2010	PARAMOUNT PAINTING	9,800.00
098957	12/09/2010	R2A ARCHITECTURE	1,171.40
098958	12/09/2010	RGP PLANNING & DEVELOPMENT SERVICES	27,468.09

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Checks Dated	11/13/2010 throu	gh 12/14/2010	
Check Number	Check Date	Pay to the Order of	Check Amount
098959	12/09/2010	RJM DESIGN GROUP, INC.	4,701.87
098960	12/09/2010	RR SYSTEMS, INC.	962.00
098961	12/09/2010	SUNNY SLOPE TREES	863.48
098962	12/09/2010	XEROX CORP.	3,089.40
098963	12/09/2010	ZEISER KLING CONSULTANTS, INC.	741.00
098964	12/09/2010	PURETEC	242.34
098965	12/09/2010	QUEST DIAGNOSTICS	689.81
098966	12/09/2010	QUEZADA PRO LANDSCAPE, INC.	600.00
098967	12/09/2010	SADDLEBACK GOLF CARS, INC.	87.00
098968	12/09/2010	SAMY'S CAMERA	652.50
098969	12/09/2010	SEW TRUE SUPPLY	311.20
098970	12/09/2010	SIGMA ALDRICH CHEMICAL CO.	428.95
098971	12/09/2010	FARNOOSH SORAYA	240.00
098972	12/09/2010	SORIANO ELECTRIC RICK SORIANO	792.50
098973	12/09/2010	TINT PLUS	960.00
098974	12/09/2010	WARD'S NATURAL SCIENCE	66.86
098975	12/09/2010	DOUGLAS WESTLAKE	885.00
098976	12/09/2010	WESTMINSTER PRESS, INC.	11,648.02
098977	12/09/2010	ZARA DISTRIBUTION	189.23
098978	12/10/2010	SOLAR ART WINDOW FILM	960.00
098979	12/10/2010	JONES DAY	130,565.08
098980	12/10/2010	INDUSTRIAL HYGIENE MGMT., INC.	3,100.00
098981	12/10/2010	MORITAKA KINA	120.00
098982	12/10/2010	KUSUNOKI, GARY I.	170.00
098983	12/10/2010	MICRO CENTER A/R	291.33
098984	12/10/2010	MILLENNIUM BUSINESS SERVICES Marty Cohn	581.81
098985	12/10/2010	SALLIE MILLER	120.00
098986	12/10/2010	MOULTON-NIGUEL WATER DIST.	5,300.97
098987	12/10/2010	NASCO MODESTO	94.67
098988	12/10/2010	NATIONAL LEAGUE FOR NURSING ATTN: ALYSS DOYLE	1,500.00
098989	12/10/2010	NEWBEGINNINGS, INC. CATERING DIVISION	738.19
098990	12/10/2010	NIELSEN, MERKSAMER, PARRINELLOMUELLER & NAYLOR, LLP	1,500.00
098991	12/10/2010	NU AGE DEVELOPMENT, INC.	2,000.00
098992	12/10/2010	OC Treasurer-Tax Collector	16,425.00
098993	12/10/2010	OC REGISTER COMMERCIAL BILLING	20,604.60
098994	12/10/2010	HEIDI M. OCHOA	17.40
098995	12/10/2010	OCLC, INC. DEPT #34299	527.24
098996	12/10/2010	ORANGE UNIFIED SCHOOL DISTRICTCHILD DEVELOPMENT CENTER	600.00
098997	12/13/2010	AT&T	62.07
098998	12/13/2010	AT&T	22.67
098999	12/13/2010	AT&T	35.45
099000	12/13/2010	SAN DIEGO GAS & ELECTRIC	68,607.22
099001	12/13/2010	SOUTHERN CALIFORNIA GAS CO.	14,410.93
099002	12/13/2010	AT&T	5,426.05
099003	12/13/2010	AT&T	11.32
099004	12/13/2010	AT&T	11.23
099005	12/13/2010	AT&T	.59
099006	12/13/2010	SOUTHERN CALIFORNIA GAS CO.	83.72
099007	12/13/2010	ROCKVIEW FARMS	412.26
099008	12/14/2010	XEROX CORP.	2,866.78
099009	12/14/2010	PENGUIN GROUP USA INC	447.28
099010	12/14/2010	AMY SUPINGER dba SUPINGER STRATEGIES	3,300.00
099011	12/14/2010	TRANSPORT SPECIALTIES, INC.	4,871.63
099012	12/14/2010	UNISOURCE WORLDWIDE INC.	3,600.40
099013	12/14/2010	WARE DISPOSAL CO., INC.	10,149.48

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Checks Dated 11/13/2010 through 12/14/2010					
Check Number	Check Date	Pay to the Order of			Check Amount
099014	12/14/2010	ORKIN EXTERMINATING			3,770.75
099015	12/14/2010	XEROX CORP.			51.23
			Total	832	6,834,438.53

#### **Includes checks for only Bank Account COUNTY**

	Fund Summary					
Fund	Description	Check Count	Expensed Amount			
01	General Fund	749	5,132,517.05			
12	Child Development Fund	14	6,889.03			
40	Capital Outlay Fund	55	1,018,076.12			
68	Self-Insurance Fund	6	148,328.59			
71	Retiree Benefit Fund	8	530,219.07			
	Total	832	6,836,029.86			
	Less Unpaid Sales Tax Liability		1,591.33-			
	Net (Check Amount)		6,834,438.53			

Check Number	Check Date	Pay to the Order of	Check Amoun
010017	11/19/2010	CESAR ARELLANO	39.00
010018	11/19/2010	NEWBEGINNINGS, INC. CATERING DIVISION	598.13
010019	11/19/2010	UNITED INTERIORS	2,514,30
010020	11/19/2010	LINDA WOOD	102.12
010021	12/01/2010	BRAVO SIGN & DESIGN	1,576.88
010022	12/01/2010	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA/CCCAA	305.00
010023	12/01/2010	EXPERT WINDOW COVERINGS, INC.	1,681.19
010024	12/01/2010	HAITBRINK ASPHALT PAVING, INC.	19,375.00
010025	12/01/2010	HOME DEPOT CREDIT SERVICES	746.98
010026	12/01/2010	PLANT DEPOT	2,540.25
010027	12/01/2010	SEPULVEDA BUILDING MATERIALS	919.51
010028	12/01/2010	WESTERN HIGHWAY PRODUCTS, INC.	647.65
010029	12/10/2010	SADDLEBACK GOLF CARS, INC.	1,288.92
		Total 13	32,334.93

#### Includes checks for only Bank Account SC-CMED

Fund Summary					
Fund	Description	Check Count	Expensed Amount		
09	SC Community Education F Total	13	32,334.93		
	Less Unpaid Sales Tax Liability		.00		
	Net (Check Amount)		32,334.93		

#### ReqPay12b

#### **Board Report**

Checks Dated 11/13/2010 through 12/14/2010						
Check Number	Check Date	Pay to the Order of			Check Amount	
008789	11/16/2010	ADVANTAGE MAILING, INC.	NA Sant Same NESS damento NASSES, and despite described while to		2,915.00	
008790	11/16/2010	SOUTH ORANGE COUNTY COMMUNITY DISTRICT	COLLEGE		6.27	
008791	11/16/2010	BOSTON REED COLLEGE	34		29,680,00	
008792	11/19/2010	DEBBIE WILHELM			75.00	
		Total		4	32,676.27	

#### Includes checks for only Bank Account IVC-CMED

	Fund S	Summary	
Fund	Description	Check Count	Expensed Amount
07	IVC Community Education F	4	32,676.27
	Total		
	Less Unpaid Sales Tax Liability		.00
	Net (Check Amount)		32,676.27

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.11 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Renewal of Bid: Office Supplies 2011

**ACTION:** 

Approval

#### **BACKGROUND**

At the March 26, 2007 board meeting, the Board of Trustees awarded Bid No. 273D for a three-year contract for office supplies for SOCCCD. The bid was renewed for one additional year at the December 7, 2009 board meeting.

#### **STATUS**

The Bid No. 273D for the three-year contract for office supplies allows for the option to renew for two (2) additional years.

The District would like to exercise the renewal option for one last year under the same terms and conditions for the anticipated amount of \$326,500.00 including sales tax.

Funds are available in the general fund for the District, ATEP, Saddleback College, and Irvine Valley College.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the renewal of contract to Office Max in the anticipated amount of \$326,500.00 for office supplies for the 2011 Calendar year.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.12 DATE: 01/20/11

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

**RE:** SOCCCD: Authorization for Institutional Memberships 2010-11

**ACTION:** Approval

#### **BACKGROUND**

South Orange County Community College District Board Policy 3220 requires an annual approval of institutional memberships submitted by District Services and the colleges.

#### **STATUS**

Members of the staff of the District and colleges have benefited by participation in various professional organizations. District and college officials have identified the organizations in EXHIBIT A as the participation memberships for 2010-11.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the 2010-11 memberships and estimated dues for organizations represented in EXHIBIT A.

\$0.00

# SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT MEMBERSHIPS 2011/2012

Association of Governing Boards of Universities and Colleges Orange County School Board Association  OFFICE OF THE CHANCELLOR (11)  American Association of Community Colleges Commission on Athletics Community College League of California (CCLC) League For Innovation in the Community College Orange County Business Council  OFFICE OF PUBLIC INFORMATION (11)  National Council for Marketing & Public Relations (NCMPR) Orange County Public Affairs Association	SUBTOTAL_	2,110.00 125.00 2,235.00 1,160.00 16,575.00 36,238.00 600.00 5,000.00	2,110.00 125.00 2,235.00 1,160.00 16,575.00 36,238.00 600.00 5,000.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.0
Orange County School Board Association  OFFICE OF THE CHANCELLOR (11)  American Association of Community Colleges Commission on Athletics Community College League of California (CCLC) League For Innovation in the Community College Orange County Business Council  OFFICE OF PUBLIC INFORMATION (11)  National Council for Marketing & Public Relations (NCMPR) Orange County Public Affairs Association	-	1,160.00 1,160.00 16,575.00 36,238.00 600.00 5,000.00	125.00 2,235.00 1,160.00 16,575.00 36,238.00 600.00 5,000.00	0.00 0.00 0.00 0.00 0.00 0.00 0.00
American Association of Community Colleges Commission on Athletics Community College League of California (CCLC) League For Innovation in the Community College Orange County Business Council  OFFICE OF PUBLIC INFORMATION (11) National Council for Marketing & Public Relations (NCMPR) Orange County Public Affairs Association	-	1,160.00 16,575.00 36,238.00 600.00 5,000.00	1,160.00 16,575.00 36,238.00 600.00 5,000.00	0.00 0.00 0.00 0.00 0.00
American Association of Community Colleges Commission on Athletics Community College League of California (CCLC) League For Innovation in the Community College Orange County Business Council  OFFICE OF PUBLIC INFORMATION (11) National Council for Marketing & Public Relations (NCMPR) Orange County Public Affairs Association	- SUBTOTAL_	16,575.00 36,238.00 600.00 5,000.00	16,575.00 36,238.00 600.00 5,000.00	0.00 0.00 0.00 0.00
Commission on Athletics Community College League of California (CCLC) League For Innovation in the Community College Orange County Business Council  OFFICE OF PUBLIC INFORMATION (11) National Council for Marketing & Public Relations (NCMPR) Orange County Public Affairs Association	SUBTOTAL_	16,575.00 36,238.00 600.00 5,000.00	16,575.00 36,238.00 600.00 5,000.00	0.00 0.00 0.00 0.00
Community College League of California (CCLC) League For Innovation in the Community College Drange County Business Council  DEFICE OF PUBLIC INFORMATION (11) National Council for Marketing & Public Relations (NCMPR) Drange County Public Affairs Association	SUBTOTAL_	36,238.00 600.00 5,000.00	36,238.00 600.00 5,000.00	0.00 0.00 0.00
League For Innovation in the Community College Drange County Business Council  DEFICE OF PUBLIC INFORMATION (11)  National Council for Marketing & Public Relations (NCMPR) Drange County Public Affairs Association	SUBTOTAL_	600.00 5,000.00	600.00 5,000.00	0.00 0.00
Orange County Business Council  OFFICE OF PUBLIC INFORMATION (11)  National Council for Marketing & Public Relations (NCMPR)  Orange County Public Affairs Association	SUBTOTAL_	5,000.00	5,000.00	0.00
DFFICE OF PUBLIC INFORMATION (11)  National Council for Marketing & Public Relations (NCMPR)  Drange County Public Affairs Association	SUBTOTAL_			
National Council for Marketing & Public Relations (NCMPR) Drange County Public Affairs Association	SUBTOTAL_	59,573.00	59,573.00	0.00
National Council for Marketing & Public Relations (NCMPR) Drange County Public Affairs Association				
Orange County Public Affairs Association				
		350.00	350.00	0.00
Saudh Osassa Causah Ohasshau af Oassus ana		50.00	50.00	0.00
South Orange County Chamber of Commerce	_	235.00	235.00	0.00
	SUBTOTAL_	635.00	635.00	0.00
DFFICE OF TECHNOLOGY AND LEARNING SERVICES (12)				
Association for Institutional Research		125.00	125.00	0.00
California Association for Institutional Research (CAIR)		0.00	0.00	0.00
Research and Planning Group for Calif. Comm. Colleges				0.00
• •				0.00
ne Data Warenousing Institute (1DWI)	-	1,500.00	1,500.00	0.00
	SUBTOTAL_	2,725.00	2,725.00	0.00
DFFICE OF HUMAN RESOURCES (14)				
Assn. of Chief H.R.Off./Equal Employ. Opportunity Off. (ACHRO/E	EEO)	200.00	200.00	0.00
		912.00	912.00	0.00
	(CODESP)	1,750.00	1,750.00	0.00
		250.00	250.00	0.00
				0.00
60. Cal. Comm. College Dist. Employment Relations Consortium (LCW Videoconference)		2,500.00	2,500.00	0.00
So. Thirty Human Resources Consortium (Southern 30)	-	200.00	200.00	0.00
	SUBTOTAL	5,912.00	5,912.00	0.00
DFFICE OF INFORMATION TECHNOLOGY (15)				
Ass. for Info. Communications Tech. Professionals in Higher Ed.	(ACUTA)	1314.00	1,314.00	0.00
EDUCAUSE (Professional Assoc. for Computing & Information)	•	2,780.00	2,780.00	0.00
nformation Systems Security Association (ISSA)	_	155.00	155.00	0.00
	SUBTOTAL	4,249.00	4,249.00	0.00
る こうこう こうしゅう こくこう	ociety for College and University Planning he Data Warehousing Institute (TDWI)  PFFICE OF HUMAN RESOURCES (14)  ssn. of Chief H.R.Off./Equal Employ. Opportunity Off. (ACHRO/I falifornia Association of School Business Officials (CASBO) cooperative Org. for the Dev. of Employee Selection Procedures qual Employment, Diversity & Equity Consortium (EEDEC) ublic Agency Risk Managers Association (PARMA) o. Cal. Comm. College Dist. Employment Relations Consortium (LCW Videoconference) o. Thirty Human Resources Consortium (Southern 30)  PFFICE OF INFORMATION TECHNOLOGY (15) ss. for Info. Communications Tech. Professionals in Higher Ed. DUCAUSE (Professional Assoc. for Computing & Information)	ociety for College and University Planning the Data Warehousing Institute (TDWI)  SUBTOTAL  OFFICE OF HUMAN RESOURCES (14)  ssn. of Chief H.R.Off./Equal Employ. Opportunity Off. (ACHRO/EEO) talifornia Association of School Business Officials (CASBO) tooperative Org. for the Dev. of Employee Selection Procedures (CODESP) qual Employment, Diversity & Equity Consortium (EEDEC) tublic Agency Risk Managers Association (PARMA) to .Cal. Comm. College Dist. Employment Relations Consortium (LCW Videoconference) to .Thirty Human Resources Consortium (Southern 30)  SUBTOTAL  OFFICE OF INFORMATION TECHNOLOGY (15) ss. for Info. Communications Tech. Professionals in Higher Ed. (ACUTA) DUCAUSE (Professional Assoc. for Computing & Information) information Systems Security Association (ISSA)	ociety for College and University Planning he Data Warehousing Institute (TDWI)  SUBTOTAL  2,725.00  PFFICE OF HUMAN RESOURCES (14)  ssn. of Chief H.R.Off./Equal Employ. Opportunity Off. (ACHRO/EEO) alifornia Association of School Business Officials (CASBO) ocoperative Org. for the Dev. of Employee Selection Procedures (CODESP) qual Employment, Diversity & Equity Consortium (EEDEC) ublic Agency Risk Managers Association (PARMA) o. Cal. Comm. College Dist. Employment Relations Consortium (LCW Videoconference) o. Thirty Human Resources Consortium (Southern 30)  SUBTOTAL  5,912.00  PFFICE OF INFORMATION TECHNOLOGY (15) ss. for Info. Communications Tech. Professionals in Higher Ed. (ACUTA) DUCAUSE (Professional Assoc. for Computing & Information) formation Systems Security Association (ISSA)	Substitute

TOTAL DISTRICT MEMBERSHIPS \$75,329.00 \$75,329.00

January, 2011

# SADDLEBACK COLLEGE MEMBERSHIPS 2011/2012

		2011/2012				
		OFFICE OF THE PRESIDENT (20)		July-10	January-11	Difference
*	20	American Association of Community Colleges (AACC)		25,563.00	17,000.00	(8,563.00)
	20	Council for Advancement and Support of Education (CASE)		1,780.00	1,780.00	0.00
	20	Council on Resource Development (CRD)		0.00	0.00	0.00
	20	Dana Point Chamber of Commerce		75.00	75.00	0.00
	20	Laguna Niguel Chamber		115.00	115.00	0.00
	20	Network of California Community College Foundations		450.00	450.00	
	20	San Juan Capistrano Chamber of Commerce		100.00	100.00	0.00
	20	South Orange County Regional Chamber of Commerce		275.00	275.00	0.00
*	20	Western Assoc. of Sch. & Coll. Accreditation Commission for Colle	eges _	20,000.00	30,000.00	0.00 <b>10,000.00</b>
			SUBTOTAL_	48,358.00	49,795.00	1,437.00
		OFFICE OF PHYSICAL PLANT (21)				
	21	Acon of Physical Plant Adm of Universities and Colleges (ADDA)		000.00	000.00	
	21	Assn. of Physical Plant Adm. of Universities and Colleges (APPA)	_	960.00	960.00	0.00
			SUBTOTAL_	960.00	960.00	0.00
		OFFICE OF INSTRUCTION (22)				
	22	California Community Colleges Chief Instructional Officers (CCCCIO)		600.00	000.00	2.22
	22	Council for Resource Development		600.00	600.00	0.00
	22	Honors Transfer Council		195.00	195.00	0.00
				75.00	75.00	0.00
	22	LA/OC Regional Consortium for Contract Education		100.00	100.00	0.00
	22	National College Testing Association (NCTA)		175.00	175.00	0.00
	22	National Collegiate Honors Council		500.00	500.00	0.00
	22	Western Regional Honors Council	***	50.00	50.00	0.00
			SUBTOTAL_	1,695.00	1,695.00	0.00
		OFFICE OF THE ACADEMIC SENATE (23)				
	23	Academic Senate for California Community Colleges		3,831.60	3,831.60	0.00
			SUBTOTAL	3,831.60	3,831.60	0.00
		OFFICE OF OTHERWIT CERVICES (04)		0,001.00	0,001.00	0.00
		OFFICE OF STUDENT SERVICES (24)				
	24	California Community Colleges Chief Student Services Adm. Assoc.		300.00	300.00	0.00
	24	Health Services Association for California Community Colleges		75.00	75.00	0.00
	24	National Association for the Education of Young Children	_	900.00	900.00	0.00
			SUBTOTAL_	1,275.00	1,275.00	0.00
		OFFICE OF FINANCIAL AID & STUDENT SERVICES (26)		•		
	26	National Assoc. of Student Financial Aid Administrators (NASFAA)		2,128.00	2,128.00	0.00
			CUDTOTAL			
			SUBTOTAL_	2,128.00	2,128.00	0.00
		OFFICE OF ADMISSIONS, RECORDS & ENROLLMENT SERVICES	(30)			
	30	Amer. Assoc. of Collegiate Registrars & Adm. Off. (AACRAO)		1,421.00	1,421.00	0.00
	30	Calif. Assoc. of Comm. College Registrars & Adm. Officers (CACCRAC	<b>)</b> )	200.00	200.00	0.00
	30	Consortium of So. Calif. Colleges and Universities (CSCCU)		250.00	250.00	0.00
	30	National Association of Foreign Student Advicors (NAFSA)	-	385.00	385.00	0.00
			SUBTOTAL_	2,256.00	2,256.00	0.00

# SADDLEBACK COLLEGE MEMBERSHIPS 201/2012

	201/2012				
			July-10	January-11	Difference
	OFFICE OF COMMUNITY EDUCATION & CONTRACT EDUCATION	(31)			
31	Association of Continuing & Community Education (ACCE)	_	60.00	60.00	0.00
		SUBTOTAL_	60.00	60.00	0.00
	OFFICE OF SAFETY & SECURITY (34)				
34	California College & University Police Chief Association (CCUPCA)		125.00	125.00	0.00
34	Int'l Assoc. of Campus Law Enforcement Adm.	_	225.00	225.00	0.00
		SUBTOTAL_	350.00	350.00	0.00
	OFFICE OF STUDENT DEVELOPMENT (36)				
36	Alpha Gamma Sigma Honor Society		50.00	<b>5</b> 0.00	0.00
36 <b>36</b>	California Nurses Student Association (CNSA)  Costco		30.00 <b>100.00</b>	30.00 <i>0.00</i>	0.00 <b>(100.00)</b>
36	National Student Nurses Association (NSNA)		70.00	70.00	0.00
<b>36</b> 36	National Wheelchair Basketball Association Phi Theta Kappa		<b>425.00</b> 55.00	<b>0.00</b> 5 <b>5</b> .00	<b>(425.00)</b> 0.00
		SUBTOTAL	730.00	205.00	(525.00)
	OFFICE OF COLLEGE PUBLICATIONS (38)	_			
38	National Council for Marketing and Public Relations (NCMPR)	_	395.00	395.00	0.00
		SUBTOTAL	395.00	395.00	0.00
	OFFICE OF COLLEGE FOUNDATION (39)	_	· · - · ·		
39	Costco		100.00	100.00	0.00
		SUBTOTAL_	100.00	100.00	0.00
	OFFICE OF PLANNING, RESEARCH & GRANTS (43)				
43	Association for Institutional Research		250.00	250.00	0.00
43	Grant Professionals Association		0.00	200.00	200.00
43	The Research and Planning Group		350.00	350.00	0.00
		SUBTOTAL_	600.00	800.00	200.00
	DIVISION OF BUSINESS SCI., VOC. ED. & ECONOMIC DEVMT. (50	<b>)</b> )			
50	California Association for Local Economic Development (ASTD)		80.00	80.00	0.00
50 50	National Association for Community College Entrepreneurship (N National Coalition of Advance Technology Centers (NCATC) - mo	•	0.00 600.00	750.00 0.00	750.00 (600.00)
30	National Countries of Advance Feetinology Centers (NCATO) - Inc	-	000.00	0.00	[000.00)
		SUBTOTAL_	680.00	830.00	150.00
	DIVISION OF COUNSELING SERVICES & SPECIAL PROGRAMS (5	i1)			
51	American Association of Collegiate Registars & Admissions Officers (A	ACCRAO)	125.00		0.00
51 51	American Association of Women in Community Colleges (AAWCC) Association for Career Tech Education		100.00 90.00		0.00 0.00
51	Association of California Community College Teacher Education Progr	rams	100.00		0.00
51	Association on Higher Education & Disability (AHEAD)		260.00		0.00
51	California Association for Postesecondary Education & Disability (CAP	ED)	240.00		0.00
51	California Community College Association		0.00		50.00
51	California Community College CalWORKS Association		0.00	50.00	50.00

# SADDLEBACK COLLEGE MEMBERSHIPS 2011/2012

	2011/2012				
			July-10	January-11	Difference
	DIVISION OF COUNSELING SERVICES & SPECIAL PROGRAMS (5	i1) - Cont'd			
-	Colifornia Community College Councellers Accessing		45.00		
5			15.00	15.00	0.00
5 5	, , , , , , , , , , , , , , , , , , , ,		85.00	85.00	0.00
5 5	• • • • • • • • • • • • • • • • • • • •		75.00	75.00	0.00
5			125.00	125.00	0.00
5			350.00	350.00	0.00
5	- , , ,		150.00	150.00	0.00
5			300.00	300.00	0.00
5			170.00	170.00	0.00
5			950.00	950.00	0.00
5			50.00	50.00	0.00
5	, ,		75.00	75.00	0.00
	Translet Certier Directors Association	_	50.00	50.00	0.00
		SUBTOTAL_	3,310.00	3,410.00	100.00
	DIVISION OF ADVANCED TECHNOLOGY & APPLIED SCIENCES	(52)			
5	2 Automotive Engine Rebuilders Association		200.00	200.00	0.00
5			25.00	25.00	0.00
* 5	California Automotive Teachers (CAT)		0.00	100.00	100.00
5	• • •		150.00	150.00	0.00
* 5			45.00	75.00	30.00
* 5	Comptia		0.00	900.00	900.00
5	•		115.00	115.00	0.00
5	, ,		200.00	200.00	0.00
5	,		300.00	300.00	0.00
* 52	National Coalition of Advance Technology Centers (NCATC)		0.00	600.00	600.00
* 5			0.00	100.00	100.00
5	•		39.00	39.00	0.00
* 5	SP2 Safety Membership		300.00	200.00	(100.00)
5	Society Conservation Biology		29.00	29.00	0.00
* 5	Society for Ecological Restoration-California		35.00	45.00	10.00
5	US Green Building Council	_	750.00	750.00	0.00
		SUBTOTAL_	2,188.00	3,828.00	1,640.00
	DIVISION OF LIBERAL ARTS & LEARNING RESOURCES (53)				
5	Associated College Press		120.00	120.00	
5	₹		139.00	139.00	0.00
5			425.00	425.00	0.00
5	•		90.00	90.00	0.00
5	<del>-</del>		160.00	160.00	0.00
5			80.00 100.00	80.00 100.00	0.00
5					0.00
5:	-		125.00	125.00	0.00
5:			500.00	500.00	0.00
5:			200.00 80.00	200.00 80.00	0.00
3.	Library Orientation and instruction Exchange (LOEA)	-	80.00	80.00	0.00
		SUBTOTAL_	1,899.00	1,899.00	0.00
	DIVISION OF HEALTH, HUMAN SERVICES (54)				
5	American Academy of Professional Coders		120.00	120.00	0.00
* 54			0.00	165.00	165.00
5-			200.00		0.00
5			150.00		0.00
5	• , ,		200.00		0.00
5			450.00		0.00
5-	· · · · · · · · · · · · · · · · · · ·		50.00		0.00
5			950.00		0.00
5	, , , , , , , , , , , , , , , , , , , ,		250.00		0.00
-	<b>5</b>			200.00	0.00

## SADDLEBACK COLLEGE MEMBERSHIPS 2011/2012

		2011/2012			
			July-10	January-11	Difference
		DIVISION OF HEALTH, HUMAN SERVICES (54) - Cont'd			
	54	International Nursing Association for Clinical simulation and Learning	200.00	200.00	0.00
	54	National Association of EMS Educators	70.00	70.00	0.00
	54	National League for Nursing	1,500.00	1,500.00	0.00
*	54	National League for Nursing Accrediting Commission	1,875.00	2,125.00	<b>250.00</b>
	54	National Organization of Associated Degree Nursing (NOADN)	400.00	400.00	0.00
	54	National Organization for Human Services Education (NOHSE)	190.00	190.00	0.00
	54	Orange County/Long Beach Consortium For Nursing	150.00	150.00	0.00
	54	So. Calif. Organ. of Assoc. Degree Nurs'g Prog. Directors of So Ca (ADN)	100.00	100.00	0.00
		SUBTOTA	L 6,855.00	7,270.00	415.00
		DIVISION OF FINE ARTS & MEDIA TECHNOLOGY (55)			
	55	Association of Performing Arts Presenters	759.00	759.00	0.00
	55	Broadcast Education Association	160.00	160.00	0.00
	55	California Broadcasters Association	100.00	100.00	0.00
	55	California Presenters	150.00	150.00	0.00
*	55	Choral America	0.00	140.00	
	55	College Art Association of America	300.00	300.00	140.00
	55	College Broadcasters, Inc.	170.00	170.00	0.00
*	55	International Council of Fine Arts Deans	0.00		0.00
*	55	Jazz Education Network	0.00	350.00	350.00
*	55	League of American Orchestras		300.00	300.00
	55	Music Association of California Community Colleges	0.00	75.00	75.00
	55	National Association of Broadcasters	75.00	75.00	0.00
	55 55	National Communication Assoc.	360.00	360.00	0.00
	55 55	National Communication Assoc.  National Council for Education of the Ceramic Arts (NCECA)	275.00	275.00	0.00
			100.00	100.00	0.00
	55	Radio, TV, News Directors Association S.O. C. Chamber of Commerce	150.00	150.00	0.00
	55		265.00	265.00	0.00
	55	The International Ticket Association (INTIX)	225.00	225.00	0.00
	55	United States Institute for Theatre Technology (USITT)	220.00	220.00	0.00
	55	Western Arts Alliance	400.00	400.00	0.00
•	55	Western States Communication Assoc.	80.00	0.00	(80.00)
		SUBTOTA	L3,789.00	4,574.00	785.00
		DIVISION OF MATH, SCIENCE & ENGINEERING (56)			
	56	American Association for the Advancement of Science	250.00	250.00	0.00
	56	Two Year College Chemistry Consortium	25.00	25.00	0.00
	56	National Science Teachers Assn. (NSTA)	65.00	65.00	0.00
		SUBTOTA	AL 340.00	340.00	0.00
		DIVISION OF PE AND ATHLETICS (57)			
	57	American College Dance Festival Association	300.00	300.00	0.00
	57	California Community College Athletic Directors Association	180.00		0.00
	57	California Community College Baseball Coaches Association	200.00		0.00
	57	California Community College Cross Country & Track Coaches Association			0.00
	57	California Community College Fastpitch Coaches Association	200.00		0.00
			120.00		0.00
	57 57	California Community College Football Coaches Association California Community College Ladies Golf Coaches Association (CCCLGCA)	145.00		0.00
	57 57		150.00		0.00
		California Community Colleges Men's Basketball Association	125.00		0.00
	57	California Community College Soccer Coaches Association	100.00		0.00
	57	California Community College Swim & Dive Coaches Association	120.00		0.00
	57	California Community College Women's Basketball Coaches Association	240.00		0.00
	57	California State Swimming & Diving Coaches Association	150.00		0.00
	57	Golden State Spirit Association (GASSA)	30.00		0.00
	57	National Alliance of Two Year Colleges Athletic Administrators (NATYCAA)	200.00		0.00
	57	National Association of Collegiate Directors of Athletics	150.00	150.00	0.00

January,				EXHIBIT A Page 6 of 11
	SADDLEBACK COLLEGE MEMBERSHIPS			
	DIVISION OF PE AND ATHLETICS (57) - Cont'd	July-10	January-11	Difference
57	National Althletic Trainers Association (NATA)	400.00	400.00	0.00
57	National Fastpitch Coaches Association (NFCA)	70.00	70.00	
57	Orange Empire Conference	5,100.00	5,100.00	
57	Southern California Football Association /National Conference Southern Div.	2,000.00	2,000.00	0.00
57	Southern California Water Polo Coaches Association	150.00	150.00	0.00
57	State Community College Organization of Physical Educators (SCOPE)	400.00	400.00	0.00
	SUBTOTAL_	10,530.00	10,530.00	0.00
	DIVISION OF SOCIAL & BEHAVIORAL SCIENCES (58)			
58	National Association for Ethnic Studies (NAES)	65.00	65.00	0.00
58	National Women's Studies Association	150.00	150.00	
58	Southwestern Anthropological Association (SWAA)	40.00	40.00	
	SUBTOTAL_	255.00	255.00	0.00
	TOTAL SADDLEBACK COLLEGE MEMBERSHIPS	\$92.584.60	\$96,786,60	\$4,202,00

<sup>\*</sup> Changes from July 2010 list.

IRVINE VALLEY COLLEGE MEMBERSHIPS

		IRVINE VALLEY COLLEGE MEMBERS	HIPS			
		2011/2012		lub 40	1	D.17
		PRESIDENT'S OFFICE (20)		July-10	January-11	Difference
	20	American Association of Community Colleges		10,000.00	10,000.00	0.00
	20	American Council on Education (ACE)		540.00	540.00	0.00
	20	Association for Institutional Research (AIR)		410.00	410.00	0.00
	20	California Association for Institutional Research (CAIR)		90.00	90.00	0.00
	20	Community College Public Relations Organization		50.00	50.00	0.00
	20	Council for Higher Education Accreditation		501.00	501.00	0.00
	20	Council for Resource Development		600.00	600.00	0.00
	20	Irvine Chamber of Commerce		600.00	600.00	0.00
	20	Irvine Sister Cities Foundation Association		25.00	25.00	0.00
	20	National Council for Marketing and Public Relations		350.00	350.00	0.00
	20	Network of California Community College Foundations		250.00	250.00	0.00
	20	The Research and Planning Group for the Calif. Community Colleges		350.00	350.00	
	20	Tustin Chamber of Commerce		186.00	186.00	0.00
	20	Western Assoc. of Sch. & Coll. Accreditation Commission for Colleges		22,072.00	22,072.00	0.00 0.00
		·	SUBTOTAL		36,024.00	
			SOBIOTAL_	30,024.00	30,024.00	0.00
		OFFICE OF PHYSICAL PLANT (21)				
*	21	International Facility Management Association (FMA)	_	297.00	0.00	(297.00)
			SUBTOTAL_	297.00	0.00	(297.00)
		OFFICE OF INSTRUCTION (22)				
	22	California Community Colleges Chief Instructional Officers		300.00	300.00	0.00
	22	Honors Transfer Council		90.00	90.00	0.00
	22	National Collegiate Honors Council	_	500.00	500.00	0.00
			SUBTOTAL_	890.00	890.00	0.00
		OFFICE OF THE ACADEMIC SENATE (23)				
*	23	Academic Senate for California Community Colleges	_	1,850.00	1,925.48	75.48
			SUBTOTAL_	1,850.00	1,925.48	75.48
		OFFICE OF STUDENT SERVICES, OUTRACH AND COMMUNITY RELATIONS (	(24)			
	24	Calif. Community College Chief Student Services Officers Association		300.00	300.00	0.00
	24	Calif. Community College Early Childhood Educators		30.00	30.00	0.00
	24	City of Irvine Child Resource & Information Center		80.00	80.00	0.00
	24	Health Services Assoc. of the Calif. Community Colleges		150.00	150.00	0.00
	24	National Association of Education for Young Children (NAEYC)		100.00	100.00	0.00
	24	Consortium of Southern California Colleges and Universities	_	0.00	0.00	0.00
			SUBTOTAL_	660.00	660.00	0.00
		OFFICE OF FINANCIAL AID (26)				
	200	Markey Asses of Voters Education Constitut (MAN/EQ)		05.00		
	26	Western Assoc. of Veteran Education Specialist (WAVES)		25.00	25.00	0.00
	26	National Association Student Financial Aid Admin (NASFAA)	-	1,300.00	1,300.00	0.00
			SUBTOTAL	1,325.00	1,325.00	0.00
		OFFICE OF ADMISSIONS & RECORDS (30)				<del>_</del> _
	30	American Association of Collegiate Registrars and Admission Officers (AACRAO	)	1,015.00	1,015.00	0.00
	30	California Association of Community College Registrars and Adm. Officers (CACC		200.00	200.00	0.00
*	30	National Association of Foreign Student Advisors (NAFSA)	-	0.00	365.00	365.00
			SUBTOTAL_	1,215.00	1,580.00	365.00

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### IRVINE VALLEY COLLEGE MEMBERSHIPS

	2011/2012				
			July-10	January-11	Difference
	OFFICE OF EXTENDED EDUCATION (31)				
31	Association of Community & Continuing Education (ACCE)		160.00	160.00	0.00
31	National College Testing Association (moved from division 080)		40.00	40.00	0.00
	,	_			0.00
		SUBTOTAL	200.00	200.00	0.00
	OFFICE OF SAFETY AND SECURITY (34)				
34	California College and University Police Chief's Association		75.00	75.00	0.00
34	California Emergency Services Association (CSEA)		160.00	160.00	0.00
34	International Association of Chiefs of Police		100.00	100.00	0.00
34	International Association of Law Enforcement Administration (IACLEA)		225.00	225.00	0.00
34	Orange County Training Managers Association		70.00	70.00	0.00
		SUBTOTAL_	630.00	630.00	0.00
	OFFICE OF SUPPORTIVE SERVICES (35)				
35	California Community Colleges Cal Works Association (CCCCA)		50.00	50.00	0.00
		SUBTOTAL	50.00	50.00	0.00
	OFFICE OF STUDENT DEVELOPMENT (36)				
36	COSTCO		0.00	100.00	100.00
		— SUBTOTAL	0.00	100.00	
		30B101AL	0.00	100.00	100.00
	OFFICE OF LIBRARY SERVICES (37)				
37	Association of College and Research Libraries		110.00	110.00	0.00
37	College Art Association (CAA)		375.00	375.00	0.00
37	California Library Association		150.00	150.00	0.00
37	College Reading and Learning Association		50.00	50.00	0.00
37	Council of Chief Librarians		150.00	150.00	0.00
37 37	Learning Resources Association of the California Community College National College Learning Center Association		200.00 50.00	0.00 0.00	(200.00) (50.00)
		SUBTOTAL_	1,085.00	835.00	(250.00)
	TECHNOLOGY SERVICES (41)				
41	Educause		730.00	730.00	0.00
		SUBTOTAL	730.00	730.00	0.00
		SOBIOTAL_	730.00	730.00	0.00
	SCHOOL OF FINE ARTS (70)				
70	American College Dance Festival Association (2yr. memb.)		250.00	250.00	0.00
70	American Forensic Association		30.00	30.00	0.00
70	United States Institute of Theatre Technology	-	180.00	180.00	0.00
		SUBTOTAL_	460.00	460.00	0.00
	SCHOOL OF GUIDANCE AND COUNSELING (73)				
73	National Association of Colleges & Employers (NACE)		400.00	400.00	0.00
73	Southern California Intersegmental Articulation Council		75.00	75.00	0.00
73	South Coast Higher Education Council (SHEC)		50.00	50.00	0.00
73	Transfer Center Director Association	_	50.00	50.00	0.00
		SUBTOTAL_	575.00	575.00	0.00

#### IRVINE VALLEY COLLEGE MEMBERSHIPS

	2011/2012	0			
			July-10	January-11	Difference
	SCHOOL OF HUMANITIES AND LANGUAGES (74)				
7.	A				
74 74	American Historical Association		140.00	140.00	0.00
74 74	Calif. Teachers of English to Speakers of Other Languages		50.00	50.00	0.00
74	Community College Humanities Association English Council of California Two Year Colleges		300.00	300.00	0.00
74	Organization of American Historians		105.00 140.00	105.00 140.00	0.00 0.00
74	Teachers of English to Speakers of Other Languages		120.00	120.00	0.00
	roaditate of English to opeakers of other Earlightages		120.00	120.00	0.00
		SUBTOTAL_	855.00	855.00	0.00
	SCHOOL OF BUSINESS SCIENCES (COMPUTER LAB) (75)				
75	Cisco Consortium		500.00	500.00	0.00
75	Oracle	_	500.00	500.00	0.00
		SUBTOTAL	1,000.00	1,000.00	0.00
	SCHOOL OF LIFE SCIENCES & TECHNIOLOGIES (75)		.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	.,,000,00	0.00
	SCHOOL OF LIFE SCIENCES & TECHNOLOGIES (76)				
76	Association for Biology Laboratory Education	_	40.00	40.00	0.00
		SUBTOTAL_	40.00	40.00	0.00
	SCHOOL OF HEALTH SCIENCES, PHYSICAL ED & ATHLETICS (77)				
77	American Volleyball Coaches Association Women AVCA		135.00	135.00	0.00
77	American Equipment Managers Association		75.00	75.00	0.00 0.00
77	California Community College Coaches Association - Baseball		400.00	400.00	0.00
77	California Community College Coaches Association - Men's Basketball		350.00	350.00	0.00
77	California Community College Coaches Association - Women's Basketball		400.00	400.00	0.00
77	California Community College Sports Information Association		100.00	100.00	0.00
77	California Community College Physical Educators		400.00	400.00	0.00
77	California Community College Athletic Directors Association		200.00	200.00	0.00
77	CCC Badminton Coaches Association Women's CCCWBCA		100.00	100.00	0.00
77	CCC Golf Coaches Association CCCGCA		50.00	50.00	0.00
77	CCC Ladies Golf Coaches Association CCCLGCA		150.00	150.00	0.00
77	CCC Men's Volleyball Coaches Association (CCCMVCA)		150.00	150.00	0.00
77	CCC Soccer Coaches Association (Men and Women) CCCSCA		200.00	200.00	0.00
77	CCC Tennis Coaches Association (Men & Women)		50.00	50.00	0.00
77	CCC Women's Volleyball Coaches Association CCCWVCA		125.00	125.00	0.00
77	Intercollegiate Tennis Association Men's and Women's ITA- Team		330.00	330.00	0.00
77	National Athletic Trainers Association		195.00	195.00	0.00
77	National Athletic Trainers Association		195.00	195.00	0.00
77 77	National Association of Two Year College Athletic Administrators		100.00	100.00	0.00
77 77	National Soccer Coaches Association of America (Men & Women-College Srvcs)		350.00	350.00	0.00
77	Orange Empire Conference Women's Basketball Coaches Association (WBCA)	_	5,000.00 115.00	5,000.00 115.00	0.00 0.00
		SUBTOTAL	9,170.00	9,170.00	0.00
	SCHOOL OF PHYSICAL SCIENCES & TECHNOLOGIES (78)	_			
70			105.00		
78 79	American Association of Physics Teachers		185.00	185.00	0.00
78 78	American Chemical Society		145.00	145.00	0.00
70	Orange County Astronomers Association	-	57.00	57.00	0.00
		SUBTOTAL_	387.00	387.00	0.00
	SCHOOL OF CAREER TECH EDUCATION AND WORKFORCE DEVELOPMENT	T (80)			
80	California Community College Association for Occupational Education		45.00	45.00	0.00
80	National College Testing Association (moved to division 031)	-	40.00	40.00	0.00
		SUBTOTAL_	85.00	85.00	0.00

January, 2011	Jar	uai	<b>v.2</b>	01	1
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**EXHIBIT A** Page 10 of 11

## IRVINE VALLEY COLLEGE MEMBERSHIPS 2011/2012

2011/2012		July-10	January-11	Difference
SCHOOL OF MATHEMATICS, COMPUTER SCIENCE AND ENGINEERING (81)				
Mathematical Association of America National Council of Teachers of Mathematics		370.00 120.00	370.00 120.00	0.00 0.00
	SUBTOTAL	490.00	490.00	0.00
	SCHOOL OF MATHEMATICS, COMPUTER SCIENCE AND ENGINEERING (81)  Mathematical Association of America National Council of Teachers of Mathematics	SCHOOL OF MATHEMATICS, COMPUTER SCIENCE AND ENGINEERING (81)  Mathematical Association of America	SCHOOL OF MATHEMATICS, COMPUTER SCIENCE AND ENGINEERING (81)  Mathematical Association of America 370.00 National Council of Teachers of Mathematics 120.00	SCHOOL OF MATHEMATICS, COMPUTER SCIENCE AND ENGINEERING (81)  Mathematical Association of America 370.00 370.00 National Council of Teachers of Mathematics 120.00 120.00

TOTAL IRVINE VALLEY COLLEGE MEMBERSHIPS \$57,018.00 \$57,011.48 \$ (6.52)

<sup>\*</sup> Changes from July 2010

# SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT MEMBERSHIPS ADVANCED TECHNOLOGY AND EDUCATION PARK (ATEP) 2011/2012

	OFFICE OF THE PROVOST (16)	July-2010	January-2011	Difference
16	Community College Public Relations Oraganization (CCPRO)	175.00	175.00	0.00
16	League for Innovation in the Community College	825.00	825.00	0.00
16	National Association of Colleges & Employers (NACE)	400.00	400.00	0.00
16	National Council for Continuring Education & Training (NCCET)	200.00	200.00	0.00
16	National Council for Marketing & Publications (NCMPR)	350.00	350.00	0.00
16	Public Relations Society of America	365.00	365.00	0.00
16	Tustin Chamber of Commerce	180.00	180.00	0.00
	SUBTOTAL	2,495.00	2,495.00	0.00
	CENTER FOR APPLIED COMPETITIVE TECHNOLOGIES (16)			
16	National Coalition of Advanced Technology Centers (NCATC)	600.00	600.00	0.00
16	Optical Society of Southern California (OSSC)	100.00	100.00	0.00
	SUBTOTAL_	700.00	700.00	0.00

TOTAL ATEP MEMBERSHIPS	\$3,195.00	\$3,195.00	\$0.00

<sup>\*</sup> Changes from July 2010

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.13 DATE: 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, 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.

Item Submitted By: Gary L. Poertner, Chancellor

#### TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS

Trustees wishing to attend:

EVENT/LOCATION

DATE(s)\*

**ESTIMATED COST\*\*** 

TRUSTEES

(per person)

CURRENTLY REGISTERED

**Boot Camp for Elected** 

Officials

**Hyatt Regency Irvine** 

Irvine, CA

February 17, 2011

\$150.00 for elected

officials

\$225.00 for other

participants

None

<sup>\*</sup> The figure in parentheses is the estimated number of nights lodging

<sup>\*\*</sup> The amount listed includes estimated airfare, lodging, meals, and other expenditures

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.14 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Resolution No. 11-01: Conflict of Interest- Biennial Review

**ACTION:** 

Approval

#### **BACKGROUND**

On September 22, 2008, the South Orange County Community College District adopted an amendment to its Conflict of Interest Code as required by Government Code Section 87300 of the Political Reform Act of 1974. 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**

Consistent with the advisory opinions issued by the Fair Political Practices Commission, District legal counsel has recommended that Appendix A to the District's existing Conflict of Interest Code be amended as attached as EXHIBIT A (black lined information version) and (final version).

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 11-01 (EXHIBIT A) and approve the revised Conflict of Interest Code attached, subject to the review and approval by the Orange County Board of Supervisors.

#### Resolution No. 11-01

# Resolution of the Board of Trustees of the South Orange County Community College District Authorizing Submission of Revised Conflict of Interest Code To Board of Supervisors of Orange County for Approval

WHEREAS, Government Code Section 87300 requires the South Orange County Community College District ("District") to adopt and promulgate a Conflict of Interest Code pursuant to the provisions of Title 9, Article 3, Chapter 7 of the Political Reform Act of 1974; and

WHEREAS, the Board of Trustees for the District has adopted a Conflict of Interest Code ("Code") approved by the Board of Supervisors of Orange County in accordance with the Political Reform Act of 1974; and

WHEREAS, the District has performed its biennial review of its Code as required by Government Code section 87306.5 to determine if a change in the Code is necessitated by changed circumstances; and

WHEREAS, the District desires to amend its Code to ensure continued compliance with the content requirements of Government Code Section 87302; and

WHEREAS, the Code revision must be approved by the Board of Supervisors of Orange County in its capacity as the code-reviewing body prior to the revised Code becoming effective pursuant to Government Code Section 87303(c).

#### **NOW THEREFORE**, the Board of Trustees of the District hereby resolves:

- 1. That the Chancellor or his designee is hereby authorized and directed to furnish the Board of Supervisors of Orange County for review and approval the proposed Code revision, along with the redline version of the same attached hereto as Exhibits "A" and "B" respectively, and a copy of this Resolution.
- 2. That upon the approval of the revised Code, said Code shall be deemed adopted by the District.

**APPROVED AND ADOPTED**, by the Board of Trustees of the South Orange County Community College District this day of January, 2011.

President, Board of Trustees	
South Orange County Community College Dis	strict
Clerk, Board of Trustees	
South Orange County Community College Dis	strict

# EXHIBIT "A" AMENDED CONFLICT OF INTEREST CODE

#### **EXHIBIT "B"**

#### REDLINED CONFLICT OF INTEREST CODE

#### **EXHIBIT A**

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

#### **CONFLICT OF INTEREST CODE**

The Political Reform Act, Government Code Section 81000, et. seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code for the South Orange County Community College District.

Pursuant to Section 4 of the standard code, designated employees and officials shall file statements of economic interest with the South Orange County Community College District. Upon receipt of the statements of the Chancellor and members of the Board of Trustees, the South Orange County Community College District shall make and retain a copy and forward the original of these statements to the Orange County Board of Supervisors. Statements for all other designated employees and officials will be retained by the South Orange County Community College District.

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

#### **CONFLICT OF INTEREST CODE**

#### APPENDIX A

#### 1.0 FILING OF STATEMENTS

Designated employees and officials shall file statements with the South Orange County Community College District who will make the statements available for public inspection and reproduction. (Government Code Section 81008)

1.1 It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 and the disclosable financial interests set forth in Section 3.0 below.

#### **OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

Member, Board of Trustees Vice Chancellor, Business Services Vice President, Student Services – IVC Vice President, Student Services – SC District Director of Fiscal Services

1.2 Designated Positions and disclosure categories are as follows:

DESIGNATED POSITIONS	DISCLOSURE CATEGORIES	SCHEDULES ASSOCIATED
<b>District Services</b>		
Chancellor	1,2,3	All
Vice Chancellor/Educational Services	1,2,3	All
Vice Chancellor or Human Resources	1,2,3	All
Vice Chancellor, Technology and		
Learning Services	1,2,3	All
District Director of Human Resources	2	A-1,A-2,C,D and E
Assistant Director, Human Resources	2	A-1,A-2,C,D and E
Systems Manager (Human Resources		
Information Systems)	2	A-1,A-2,C,D and E

DESIGNATED POSITIONS	DISCLOSURE CATEGORIES	SCHEDULES ASSOCIATED
Accounting and Budget Manager District Director of Facilities Planning/	2	A-1,A-2,C,D and E
Purchasing	2,3	All
Assistant Director of Facilities Planning	2,3	All
Purchasing Manager	2	A-1,A-2,C,D and E
Payroll Manager	2	A-1,A-2,C,D and E
Director of Information Technology,		, ,
Program Analysis	2	A-1,A-2,C,D and E
District Director of Information Technological	gy 2	A-1,A-2,C,D and E
District Director of Public Affairs and		
Intergovernmental Relations	2	A-1,A-2,C,D and E
District Director of Research & Planning	2	A-1,A-2,C,D and E
Telecommunication & Network		
Security Manager	2	A-1,A-2,C,D and E
Associate Director, Information		
Technology- Academic Systems		
And Special Projects	2	A-1,A-2,C,D and E
Associate Director of Information		
Technology-Administrative Systems		
And Services	2	A-1,A-2,C,D and E
Risk Manager	2	A-1,A-2,C,D and E
Systems Manager, Computers &		
Networking Operating Systems	2	A-1,A-2,C,D and E
Systems Manager (Management		
Information Systems)	2	A-1,A-2,C,D and E
Manager, Office of the Chancellor	2	A-1,A-2,C,D, and E
& Trustee Services		
Senior Buyer	2	A-1,A-2,C,D, and $E$
Buyer	2	A-1,A-2,C,D, and E
Financial Analyst	2	A-1,A-2,C,D, and $E$
Educational Program Director	2	A-1,A-2,C,D, and E
Advanced Technology & Education Park (ATEP)		
Provost	1,2,3	All
Associate Provost	1,2,3	All
Director, Economic Workforce	, – , -	-
Development	2	A-1,A-2,C,D, and E
Educational Program Director	2	A-1,A-2,C,D, and E

DESIGNATED POSITIONS	DISCLOSURE CATEGORIES	SCHEDULES ASSOCIATED
Campus Coordinator Director, Center for Applied and	2	A-1,A-2,C,D, and E
Competitive Technologies (CACT)	2	A-1,A-2,C,D, and E
Irvine Valley College		
President	1,2,3	All
Vice President, Instruction	1,2,3	All
Dean of Humanities and Languages, Social Sciences and Library Services	2	A-1,A-2,C,D and E
Dean, Health Sciences, Physical	2	7-1,7-2,C,D and L
Education & Athletics	2	A-1,A-2,C,D and E
Dean of Fine Arts, Business Sciences and College Online Education	2	A 1 A 2 C D   F
•	2	A-1,A-2,C,D and E
Dean, Math, Science & Engineering Dean of Counseling Services	2	A-1,A-2,C,D and E
Director, Technology Services	2 2	A-1,A-2,C,D and E
<b>0</b> ,		A-1,A-2,C,D and E
Director of Facilities	2,3	All
Assistant Director of Facilities	2,3	All
Director, College Foundation	2	A-1,A-2,C,D and E
Director of Extended Education	2	A-1,A-2,C,D and E
Director of Student Development	2	A-1,A-2,C,D and E
Child Development Center Manager	2	A-1,A-2,C,D and E
Director, Financial Aid	2	A-1,A-2,C,D and E
Director, Admissions & Records and	_	
Enrollment Services	2	A-1,A-2,C,D and E
Admissions, Records & Enrollment		
Services Registrar	2	A-1,A-2,C,D and E
Chief of Police	2	A-1,A-2,C,D and E
Police Operations Lieutenant	2	A-1,A-2,C,D and E
Director of Fiscal Services	2	A-1,A-2,C,D and E
Director of Public Information and		
Marketing	2	A-1,A-2,C,D and E
Dean of Career Technical Education		
and Workforce Development	2	A-1,A-2,C,D and E
Dean of Academic Programs, Student		
Learning and Research	2	A-1,A-2,C,D and E
Director, Technical Preparation Project	2	A-1, A-2, C, D and E
Technical Preparation Project Director	2	A-1,A-2,C,D and E

DESIGNATED POSITIONS	DISCLOSURE CATEGORIES	SCHEDULES ASSOCIATED
Saddleback College		
President	1,2,3	All
Vice President, Instruction	1,2,3	All
Dean, Business Science and Economic		
And Workforce Development	2	A-1,A-2,C,D and E
Dean, Fine Arts and Media Technology	2	A-1,A-2,C,D and E
Dean, Counseling Services and		
Special Programs	2	A-1,A-2,C,D and E
Dean, Liberal Arts & Learning Resources	2	A-1,A-2,C,D and E
Dean, Advanced Technology &		
Applied Science	2	A-1,A-2,C,D and E
Dean, Social and Behavioral Science	2	A-1,A-2,C,D and E
Dean, Math, Science and Engineering	2	A-1,A-2,C,D and E
Dean of Health Science and Human	_	
Services	2	A-1,A-2,C,D and E
Assistant Dean, Health Sciences, Human		
Services & Emeritus Institute	2	A-1,A-2,C,D and E
Director of Planning, Research and Gran	ts 2	A-1,A-2,C,D and E
Assistant Dean of Counseling Services	2	4 4 4 0 C D 1 C
& Special Programs	2	A-1,A-2,C,D and E
Dean, Physical Education, Kinesiology and Athletics	2	A 1 A 2 C D   LE
Assistant Athletic Director	2	A-1,A-2,C,D and E
Director, College Foundation	2	A-1,A-2,C,D and E
Advanced Technology Center	2	A-1,A-2,C,D and E
Director	2	A-1,A-2,C,D and E
Director of Emeritus Institute	2	A-1,A-2,C,D and E
Director of Student Development	2	A-1,A-2,C,D and E
Chief of Police	2	A-1,A-2,C,D and E
Deputy Chief of Police	2	A-1,A-2,C,D and E
Director of Performing Arts	2	7(-1,7(-2,C,D and L
Operations	2	A-1,A-2,C,D and E
Director, Community Education	2	A-1,A-2,C,D and E
Director, Admissions, Records and	_	7. 17. 27.075 and E
Enrollment Services	2	A-1,A-2,C,D and E
Admissions, Records & Enrollment	_	7. 17. 17. 17. 47. 47. 47. 47. 47. 47. 47. 47. 47. 4
Services Registrar	2	A-1,A-2,C,D and E
Financial Aid Director	2	A-1,A-2,C,D and E
Director of Facilities	2,3	All
Director of Fiscal Services	2	A-1,A-2,C,D and E

DESIGNATED POSITIONS	DISCLOSURE CATEGORIES	SCHEDULES ASSOCIATED
Child Development Center Manager Assistant Manager, Child Development	2	A-1,A-2,C,D and E
Center	2	A-1,A-2,C,D and E
Director, Instructional Support Services	2	A-1,A-2,C,D and E
Director of Technology Services	2	A-1,A-2,C,D and E
Director, Student Health Center	2	A-1,A-2,C,D and E
Director of Public Information &		
Marketing	2	A-1,A-2,C,D and E
Central Services Manager	2	A-1,A-2,C,D and E
Facilities Maintenance & Energy		
Projects Manager	2,3	All
Assistant Director of Facilities	2,3	All
Night Custodial Supervisor	2	A-1,A-2,C,D and E
Director of College Radio Station		
Operations	2	A-1,A-2,C,D and E
Director of Learning Assistance	2	A-1,A-2,C,D and E
Community Collaborative Grant		
Project Director	2	A-1,A-2,C, D and E
Foster and Kinship Care Education		
Program Instructional Specialist	2	A-1,A-2,C,D and E
Manager of Manufacturing Technology	2	A-1,A-2,C,D and E
Coordinator of Outreach and Recruitmen	nt 2	A-1,A-2,C,D and E
<u>Consultants</u>		
Warren Kinsler Atkinson, Andelson, Loya, Roma & Ru	1,2,3 udd	All

#### 2.0 CONSULTANT

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in this Conflict of Interest Code, subject to the following limitations:

The Chancellor may determine in writing 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 described 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 requirements. The Chancellor's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

#### 3.0 OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Subject to the provisions of Government Code Sections 87200 through 87210, an official in this category shall disclose:

- (A) Interests in real property located within the jurisdiction of the District.
- (B) Business positions or investments in business entities or income from sources of the type which plan to do business, are currently doing business, or have done business within the jurisdiction of the District during the previous two (2) years.

#### 4.0 DISCLOSURE CATEGORIES

#### Category 1: Designated employees whose duties are broad and undefinable.

A designated employee in this category shall disclose:

- (1) Interests in real property located within the jurisdiction of the District.
- (2) Business positions or investments in business entities or income from sources of the type which plan to do business, are currently doing business, or have done business with the District within the previous two (2) years.

# Category 2: Designated employees whose duties involve contracting or purchasing.

A designated employee in either of the two following sub-categories shall disclose:

# (1) Contracts or makes purchases for entire District or College:

Investments and business positions in business entities, or income from sources of the type which plan to do business, are currently doing business, or have done business with the District or College within the previous two (2) years and which provide services, supplies, materials, machinery or equipment of the type utilized by the District or College.

## (2) Contracts or makes purchases for specific department:

Investments and business positions in business entities, or income from sources of the type which plan to do business, are currently doing business, or have done business with the District or College within the previous two (2) years and which provide services, supplies, materials, machinery or equipment of the type utilized by the designated employee's department or division.

# Category 3: Designated employees whose decisions may affect real property interests.

A designated employee in this category shall disclose:

Investments and business positions in business entities, or income from sources of the type which plan to do business, are currently doing business, or have done business with the District or school within the previous two (2) years and which engage in land development, construction, or the acquisition, lease or sale of real property and all interests in real property located within the jurisdiction of the District.

#### **EXHIBIT A**

# SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

#### **CONFLICT OF INTEREST CODE**

The Political Reform Act, Government Code Section 81000, et. seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation, 2 California Code of Regulations Section 18730, which contains the terms of a standard conflict of interest code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix A in which officials and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code for the South Orange County Community College District.

Pursuant to Section 4 of the standard code, designated employees and officials shall file statements of economic interest with the South Orange County Community College District. Upon receipt of the statements of the Chancellor and members of the Board of Trustees, the South Orange County Community College District shall make and retain a copy and forward the original of these statements to the Orange County Board of Supervisors. Statements for all other designated employees and officials will be retained by the South Orange County Community College District.

## SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

#### **CONFLICT OF INTEREST CODE**

#### APPENDIX A

#### 1.0 FILING OF STATEMENTS

Designated employees and officials shall file statements with the South Orange County Community College District who will make the statements available for public inspection and reproduction. (Government Code Section 81008)

1.1 It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200 and the disclosable financial interests set forth in Section 3.0 below.

# **OFFICIALS WHO MANAGE PUBLIC INVESTMENTS**

Member, Board of Trustees

Deputy Vice Chancellor, Business Services

Vice President, Student Services – IVC

Vice President, Student Services – SC

District Director of Fiscal Services

1.2 Designated Positions and disclosure categories are as follows:

DESIGNATED POSITIONS	DISCLOSURE CATEGORIES	
District Services		
Chancellor	1,2,3	All
Vice Chancellor/Educational Services	1,2,3	All
Vice Chancellor of Human Resources Vice Chancellor, Technology and	1,2,3	All
Learning Services	1,2,3	All
Provost	<del>1,2,3</del>	All
District Director of Human Resources	2	A-1,A-2,C,D and E
Assistant Director, Human Resources Systems Manager (Human Resources	2	A-1,A-2,C,D and E
Information Systems)	2	A-1,A-2,C,D and E
DESIGNATED POSITIONS	DISCLOSURE CATEGORIES	SCHEDULES ASSOCIATED

	Accounting and Budget Manager	2	A-1,A-2,C,D and E
	District Director of Facilities Planning/	0.0	A 11
	Purchasing	2,3	All
	Assistant Director of Facilities Planning	2,3	All
	Purchasing Manager	2	A-1,A-2,C,D and E
	Payroll Manager	2	A-1,A-2,C,D and $E$
	Director of Information Technology,	_	
	Program Analysis	2	A-1,A-2,C,D and E
	District Director of Information Technology	2	A-1,A-2,C,D and $E$
	District Director of Public Affairs and		
	Intergovernmental Relations	2	A-1,A-2,C,D and E
	District Director of Research & Planning	2	A-1,A-2,C,D and $E$
	Telecommunication & Network		
	Security Manager	2	A-1,A-2,C,D and $E$
	Associate Director, Information		
	Technology- Academic Systems		
	And Special Projects	2	A-1,A-2,C,D and $E$
	Associate Director of Information		
	Technology-Administrative Systems		
	And Services	2 <del>2</del>	A-1,A-2,C,D and E
	Director of Public Information	2	A-1,A-2,C,D and E
	And Marketing (ATEP)		
	Campus Coordinator (ATEP)	2	A-1,A-2,C,D and E
	Dean of Instruction and Student		
	Services (ATEP)	2	A-1,A-2,C,D and E
	Risk Manager		2 A-1,A-2,C,D
and E			, ,
	Systems Manager, Computers &		
	Networking Operating Systems	2	A-1,A-2,C,D and E
	Systems Manager (Management		
	Information Systems)	2	A-1,A-2,C,D and E
	Manager, Office of the Chancellor		2 A-1,A-2,C,D,
and E	11		, , , , , , , , , , , , , , , , , , , ,
	& Trustee Services		
	Senior Buyer	2	A-1,A-2,C,D, and E
	Buyer	2	A-1,A-2,C,D, and E
	Financial Analyst	2	A-1,A-2,C,D, and E
	Educational Program Director	2 2 <u>2</u> 2	A-1,A-2,C,D, and E
		=	

	DESIGNATED POSITIONS	CATEGORIES	ASSOCIATED
	Advanced Technology & Education Park (ATEP)		
	Provost Associate Provost Director, Economic Workforce	<u>1,2,3</u> <u>1,2,3</u>	All All
	Development Educational Program Director Campus Coordinator	<u>2</u> 2	A-1,A-2,C,D, and E A-1,A-2,C,D, and E A-1,A-
2,C,D, and E	III		
	<u>Director, Center for Applied and</u> <u>Competitive Technologies (CACT)</u>	2	A-1,A-2,C,D, and E
	Irvine Valley College		
	President Vice President, Instruction	1,2,3 1,2,3	All All
	Dean of Humanities and Languages, Social Sciences and Library Services Dean, Health Sciences, Physical	2	A-1,A-2,C,D and E
	Education & Athletics Dean of Fine Arts, Business Sciences	2	A-1,A-2,C,D and E
	and College Online Education Dean, Math, Science & Engineering	2 2	A-1,A-2,C,D and E A-1,A-2,C,D and E
	Dean of Counseling Services Director, Technology Services	2 2	A-1,A-2,C,D and E A-1,A-2,C,D and E
	Director of Production Management Director of Facilities	<del>2</del> 2,3	A-1,A-2,C,D and E All
	Facilities Maintenance and Operations Manager	2,3	All
	Assistant Director of Facilities Director, College Foundation	2,3 2	All A-1,A-2,C,D and E
	Director of Extended Education  Director of Outreach & Community	2	A-1,A-2,C,D and E
	Relations Director of Student Development	<del>2</del> 2	A-1,A-2,C,D and E A-1,A-2,C,D and E
	Child Development Center Manager Director, Financial Aid	2 2	A-1,A-2,C,D and E A-1,A-2,C,D and E
	Director, Admissions & Records and Enrollment Services Admissions, Records & Enrollment	2	A-1,A-2,C,D and E
0.00	Services Registrar	2	2 A-1,A-
2,C,D and E		Disci corre-	COUEDIN TO
	DESIGNATED POSITIONS	DISCLOSURE CATEGORIES	ASSOCIATED
	Δ.		

Chief of Police	2	A-1,A-2,C,D and E
Deputy Chief of Police	2	A-1,A-2,C,D and E
Police Operations Lieutenant	2 2 2 2	A-1,A-2,C,D and E
Director of Fiscal Services	2	A-1,A-2,C,D and E
Director of Public Information and	-	7. 1,7. 2,0,0 and E
Marketing	2	A-1,A-2,C,D and E
Dean of Career Technical Education	2	A-1,A-2,O,D and E
and Workforce Development	2	A 1 A 2 C D and E
Dean of Academic Programs, Student	2	A-1,A-2,C,D and E
	0	A 4 A 0 O D I E
Learning and Research	2 2 2	A-1,A-2,C,D and E
Director, Technical Preparation Project	2	A-1,A-2,C,D and E
Technical Preparation Project Director	<u>2</u>	<u>A-1,A-2,C,D and E</u>
Saddleback College		
President	1,2,3	All
Vice President, Instruction	1,2,3	All
Dean, Business, Science, Vocational		
Education and Economic Development 2	A-1,A	-2,C,D and E
Dean of Fine Arts	2	A-1,A-2,C,D and E
Dean, Business Science and Economic		
And Workforce Development	<u>2</u> 2	A-1,A-2,C,D and E
Dean, Fine Arts and Media Technology	2	A-1,A-2,C,D and E
Dean, Counseling Services and	_	
Special Programs	2	A-1,A-2,C,D and E
Dean, Liberal Arts & Learning Resources	_2	A-1,A-2,C,D and E
Dean, Advanced Technology &	-	77 1,77 2,0,0 and L
Applied Science	2	A-1,A-2,C,D and E
Dean, Social and Behavioral Science	2	
Dean, Math, Science and Engineering	2	A-1,A-2,C,D and E
Dean, Health Sciences, Human Services	2	A-1,A-2,C,D and E
& Emeritus Institute		
	0	4 4 4 6 6 5
	2	A-1,A-2,C,D and E
Dean of Health Science and Human		
<u>Services</u>	<u>2</u>	A-1,A-2,C,D and E  A-1,A-2,C,D and E
Services Assistant Dean, Health Sciences, Human	2	<u>A-1,A-2,C,D and E</u>
Services Assistant Dean, Health Sciences, Human Services & Emeritus Institute	<u>2</u> 2	
Services Assistant Dean, Health Sciences, Human Services & Emeritus Institute Director of Planning, Research and Grants	2	<u>A-1,A-2,C,D and E</u>
Services Assistant Dean, Health Sciences, Human Services & Emeritus Institute Director of Planning, Research and Grants Assistant Dean of Counseling Services	<u>2</u> 2	A-1,A-2,C,D and E A-1,A-2,C,D and E
Services Assistant Dean, Health Sciences, Human Services & Emeritus Institute Director of Planning, Research and Grants	<u>2</u> 2	A-1,A-2,C,D and E A-1,A-2,C,D and E

**DESIGNATED POSITIONS** 

DISCLOSURE SCHEDULES
CATEGORIES ASSOCIATED

	Dean, Physical Education, Kinesiology		
	and Athletics	2	A-1,A-2,C,D and E
	Assistant Athletic Director	2	A-1,A-2,C,D and E
	Director, College Foundation	2	
	· · · · · · · · · · · · · · · · · · ·	2	A-1,A-2,C,D and E
	Advanced Technology Center	_	
	Director	2 2 2	A-1,A-2,C,D and E
	Director of Emeritus Institute	2	A-1,A-2,C,D and $E$
	Director of Student Development	2	A-1,A-2,C,D and E
	Chief of Police	2 2	A-1,A-2,C,D and E
	Deputy Chief of Police	2	A-1,A-2,C,D and E
	Director of Performing Arts		
	Operations	2	A-1,A-2,C,D and E
	Director, Community Education	2	A-1,A-2,C,D and E
	Director, Admissions, Records and	_	/ I// L/O/D and L
	Enrollment Services	2	A-1,A-2,C,D and E
	Admissions, Records & Enrollment	۷	A-1,A-2,O,D and E
	Services Registrar		0 444
2,C,D and			2 A-1,A-
_, _,	Financial Aid Director	2	A-1,A-2,C,D and E
	Director of Facilities		All
	Director of Fiscal Services	2,3	
		2	A-1,A-2,C,D and E
	Child Development Center Manager	2	A-1,A-2,C,D and E
	Assistant Manager, Child Development		
	<u>Center</u>	<u>2</u> 2	A-1,A-2,C,D and E
	Director, Instructional Support Services	2	A-1,A-2,C,D and $E$
	Director of Technology Services	2	A-1,A-2,C,D and $E$
	Director, Student Health Center	2	A-1,A-2,C,D and E
	Director of Public Information &		
	Marketing	2	A-1,A-2,C,D and E
	Central Services Manager	2	A-1,A-2,C,D and E
	Facilities Maintenance & Energy		7 1 1)7 1 = 10 1 = GITG =
	Projects Manager	2,3	All
	Facilities Maintenance and Operations	2,0	/ \ld
	Manager Manager	2.2	All
	Assistant Director of Facilities	<del>-,0</del>	
	Night Custodial Supervisor	<del>2,3</del> <u>2,3</u> 2	AII
	· ·	2	A-1,A-2,C,D and E
	Director of College Radio Station		
	Operations	2	A-1,A-2,C,D and $E$
	Director of Learning Assistance	2	A-1,A-2,C,D and E
	Community Collaborative Grant		
	Project Director	<u>2</u>	A-1,A-2,C, D and E
		Dicci cours	COUEDANTE
	DECICNATED POCITIONS		SCHEDULES
	DESIGNATED POSITIONS	CATEGORIES	ASSOCIATED
	Foster and Kinship Care Education		
	Program Instructional Specialist	2	Δ-1 Δ-2 C D and E
		<u>2</u>	<u>A-1,A-2,C,D and E</u>
	6		

Manager of Manufacturing Technology2A-1,A-2,C,D and ECoordinator of Outreach and Recruitment2A-1,A-2,C,D and E

# **Consultants**

Warren Kinsler
Atkinson, Andelson, Loya, Roma & Rudd

#### 2.0 CONSULTANT

Consultants shall be included in the list of designated employees and shall disclose pursuant to the broadest disclosure category in this Conflict of Interest Code, subject to the following limitations:

The Chancellor may determine in writing 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 described 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 requirements. The Chancellor's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

#### 3.0 OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

Subject to the provisions of Government Code Sections 87200 through 87210, an official in this category shall disclose:

- (A) Interests in real property located within the jurisdiction of the District.
- (B) Business positions or investments in business entities or income from sources of the type which plan to do business, are currently doing business, or have done business within the jurisdiction of the District during the previous two (2) years.

#### 4.0 DISCLOSURE CATEGORIES

### Category 1: Designated employees whose duties are broad and undefinable.

A designated employee in this category shall disclose:

- (1) Interests in real property located within the jurisdiction of the District.
- (2) Business positions or investments in business entities or income from sources of the type which plan to do business, are currently doing business, or have done business with the District within the previous two (2) years.

# Category 2: Designated employees whose duties involve contracting or purchasing.

A designated employee in either of the two following sub-categories shall disclose:

## (1) Contracts or makes purchases for entire District or College:

Investments and business positions in business entities, or income from sources of the type which plan to do business, are currently doing business, or have done business with the District or College within the previous two (2) years and which provide services, supplies, materials, machinery or equipment of the type utilized by the District or College.

## (2) Contracts or makes purchases for specific department:

Investments and business positions in business entities, or income from sources of the type which plan to do business, are currently doing business, or have done business with the District or College within the previous two (2) years and which provide services, supplies, materials, machinery or equipment of the type utilized by the designated employee's department or division.

# Category 3: Designated employees whose decisions may affect real property interests.

A designated employee in this category shall disclose:

Investments and business positions in business entities, or income from sources of the type which plan to do business, are currently doing business, or have done business with the District or school within the previous two (2) years and which engage in land development, construction, or the acquisition, lease or sale of real property and all interests in real property located within the jurisdiction of the District.

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.15 DATE: 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Contract with Datalink for Software Development Services

**ACTION:** 

**Approval** 

#### **BACKGROUND**

The District has used the services of Datalink (previously known as Incentra Solutions) since May 2003. The company provides District IT with software development engineers whose efforts have been critical to the successful development of My Academic Plan (MAP), the Student Information Systems (SIS), and Nursing Program projects.

In June 2010, the Board of Trustees approved agreements with Datalink for improvements to SIS, upgrades to MySite, and year two of the Sherpa project in an amount not to exceed \$243,360.

### **STATUS**

District IT is proposing that Datalink further assist SOCCCD by providing software development services for additional improvements to SIS, including off-hours support, participation in design teams, and deployment tasks.

The professional fees for these services will be based on time spent at a rate of \$52 per hour in an amount not to exceed \$54,080 (Exhibit A).

Funding for these software development services will be provided by the Fiscal Year 2009/10 District IT Basic Aid carry-over balance approved at the May 2010 Board Meeting.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve an agreement with Datalink, Exhibit A, for a total amount not to exceed \$54,080.

#### INDEPENDENT CONTRACTOR/CONSULTANT AGREEMENT

This Agreement is made and entered into this 1st day of January 1, 2011 between:

South Orange County Community College District 28000 Marguerite Parkway Mission Viejo, California 92692-3635 Telephone (949) 582-4664

#### hereinafter called DISTRICT, and

(Name of Consultant): Datalink

(Street Address): 4122 Sorrento Valley Blvd., Suite 102

(City, State, Zip Code): San Diego, California 92121

(Telephone #): 888-988-1333

#### hereinafter called CONSULTANT.

WHEREAS, the DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ an independent contractor specially trained to perform special services required; and WHEREAS, the CONSULTANT is specially trained and experienced and competent to perform the special consultant services pursuant to this agreement.

The parties agree as follows:

Consultant

- 1. The period of this Agreement shall be effective January 1, 2011 ongoing and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONSULTANT 30 days prior written notice.
- 2. The CONSULTANT shall, at times and places designated by it and acceptable to the DISTRICT perform the following services: Perform software development tasks in support of enhancements to SIS, including off-hours support and deployment tasks. Participate in design teams for FY2010/11 Projects.
- 3. The DISTRICT shall pay the CONSULTANT \$52.00 per hour an hour, not to exceed \$54.080, including expenses and for services specified above. The total contract amount is \$54.080. Upon monthly submission of invoices for services provided and acceptable to the DISTRICT and approved by Associate IT Director Jim Gaston, payment will be made.
- 4. The DISTRICT shall defend, indemnify and hold CONSULTANT, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of DISTRICT, its officers, agents, or employees. Liability shall not exceed \$1,000,000.00.
  - The CONSULTANT shall defend, indemnify and hold DISTRICT, its officers, employees and agents harmless from and against any and all liability, loss, expense (including reasonable attorneys' fees), or claims for injury or damages arising out of the performance of this Agreement but only in proportion to and to the extent such liability, loss, expense, attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of CONSULTANT, its officers, agents, or employees. Liability shall not exceed \$1,000,000.00.

South Orange County Community College District

- 5. While performing service hereunder, the CONSULTANT is an independent contractor and not an officer, agent or employee of the South Orange County Community College District inclusive of Saddleback College and Irvine Valley College.
- 6. Neither party shall assign this Agreement or any part thereof without the written consent of the other party.

WITNESS the parties hereto the day and year first above written:

	,
Signature:	Signature:
Ву:	By: Dr. David Bugay
Title:	Title: Acting Vice Chancellor, Business Services
Date:	Date:
Contact Person: Kassie Nelson 858-248-3810	District Contact Person: Jim Gaston 949-582-4336
Title:  Date:	Title: Acting Vice Chancellor, Business Services  Date:

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 5.16 DATE: 1/20/11

**TO:** Board of Trustees

**FROM:** Gary L. Poertner, Chancellor

**RE:** Saddleback College: Cosmetology and Cosmetician Instruction

Agreements

**ACTION:** Approval

#### BACKGROUND

California Education Code and Title 5 of the Administrative Code provide that the Board of Trustees may contract with a private post secondary school to deliver vocational education instruction. For the past thirty years, the District has contracted with local beauty colleges to provide instruction in the Saddleback College Cosmetology and Cosmetician Programs.

#### **STATUS**

On June 5 and 12, 2009, Bid No. 1093 for a two (2) year agreement with options to renew for three additional one year terms for Cosmetology and Cosmetician instruction at Saddleback College was advertised and invitations were sent to two vendors. One vendor responded to the invitation for bids and the bid opened on July 23, 2009. The bid was submitted by Lake Forest Beauty College of Laguna Hills, CA, in the amount of \$3.50/hour.

During the fall 2010 term, Saddleback College determined that the demand for cosmetology and cosmetician instruction was greater than Lake Forest Beauty College alone could provide. In October 2010, an additional vendor, Hair California Beauty Academy of Orange, CA, requested to serve the unmet training need for cosmetology and cosmetician instruction for the agreed upon amount of \$3.50/hour.

Funds for the additional training agreements are available in the college budget.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve a two year agreement, with options to renew for three additional one year terms with Hair California Beauty Academy for the Cosmetology (Exhibit A) and Cosmetician (Exhibit B) instruction at Saddleback College.

Item Submitted By: Tod A. Burnett, President

#### VOCATIONAL COSMETOLOGY EDUCATION CONTRACT

THIS CONTRACT, MADE AND ENTERED INTO THIS 2nd day of November, 2010, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, hereinafter referred to as the DISTRICT, and HAIR CALIFORNIA BEAUTY ACADEMY (714) 633-7170 located at 1110 North Tustin, Orange, California 92867, hereinafter referred to as the CONTRACTOR.

#### WITNESSETH

WHEREAS, the DISTRICT intends to provide, for the benefit of selected, eligible students of the DISTRICT, a vocation education program under the State Plan for Vocational Education and the Federal Carl Perkins Vocational and Applied Technology Educational Act, through this agreement with the CONTRACTOR, in order to prepare such students for the vocation of Cosmetology, it being understood that such program shall be so designed and conducted that it may lead to a California State License in Cosmetology for such students; and,

WHEREAS, the CONTRACTOR operates as a private, post-secondary, vocational school offering instruction and training in Cosmetology;

NOW, THEREFORE, it is mutually agreed as stated hereinafter:

- 1. The CONTRACTOR shall comply with all provisions of Article 5 (commencing at Section 8090) of Division 1, Part 6, Education Code, State of California, applicable to said CONTRACTOR'S school to which the DISTRICT'S students are to be assigned, including, but not limited to, the holding by CONTRACTOR of this valid certificate of course approval and a license as a private, post-secondary vocational school for instruction and training in cosmetology; it being agreed that
  - a. The CONTRACTOR shall submit to the DISTRICT evidence of compliance with this certificate and license requirement prior to the assignment by the DISTRICT of any of its students to the CONTRACTOR'S school; and
  - b. The CONTRACTOR shall continue to operate such a school during the term of this Contract.
- 2. The CONTRACTOR'S school shall either be currently accredited by an accrediting agency recognized by the United States Office of Education or shall conform to the applicable portion of the Western Association of School and Colleges guidelines on contractual relationships with non-accredited organizations.
- 3. The CONTRACTOR shall provide, operate, and maintain at its school, physical facilities that comply with requirements of all federal and state laws and statutes including safety and health regulations, applicable to its operations as a private, post-secondary vocational school for instruction and training in cosmetology.

- 4. The CONTRACTOR shall provide and maintain at its school, approved equipment and instructional materials for the courses offered, and the number of students in attendance.
- 5. The CONTRACTOR shall comply with applicable provisions of the Higher Education Act of 1965, as amended, and, prior to the assignment by the DISTRICT of any of its students to the CONTRACTOR'S school, shall submit to the DISTRICT evidence of such compliance.
- 6. The CONTRACTOR shall comply with applicable provisions of Title VI of the Civil Rights Act of 1964, and, prior to the assignment by the DISTRICT of any of its students to the CONTRACTOR'S school, shall submit to the DISTRICT evidence of such compliance. "CONTRACTOR agrees that it will not unlawfully discriminate against any person because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status or sex of such person." In addition, CONTRACTOR shall comply with Title 9 of the Higher Education Act of 1972, Presidential Executive Order 11246 and subsequent amendments, and all applicable State and Federal Health and Safety regulations.
- 7. The DISTRICT and the CONTRACTOR shall comply with all applicable general provisions of the California State Plan for Vocational Education and all special provisions in such Plan relating to instruction in the vocational area of which cosmetology is a part.
- 8. The DISTRICT shall enroll a maximum of students up to capacity with no minimum in the CONTRACTOR'S school; it being understood that the DISTRICT does NOT guarantee any set number of its students will be enrolled in the CONTRACTOR'S school at any time.
- 9. The CONTRACTOR shall provide for sixteen hundred (1600) hours of approved instruction and training in cosmetology for each DISTRICT student and shall provide staff, facilities, non-personal equipment, supervision and related services required for such instruction and training for each of the students of the DISTRICT authorized to attend the CONTRACTOR'S school located at 1110 North Tustin, Orange, California, as established elsewhere in this Contract; and it being further understood that the actual number of hours of such instruction and training available to any such authorized student at the expense of the DISTRICT shall be limited by the period of time between the enrollment date of the student and the final termination date of this Contract and the limitations on hours of instruction and training as established elsewhere in this Contract.
  - a. The sixteen hundred (1600) hours of approved instruction and training shall be in accordance with applicable requirements of appropriate California State Board(s) or licensing agencies having responsibility for admission to examination for a certificate of registration and/or a license in Cosmetology.
  - b. The sixteen hundred (1600) hours of approved instruction and training shall be given in a proportionate manner over a period of less than two hundred (200) school days within two (2) calendar years from date of enrollment. Instruction and training for an individual student shall be limited to eight (8) hours on any day for a minimum of twenty-five (25) hours and a maximum of forty (40) hours in any calendar week unless changes in hours are mutually agreed upon by the CONTRACTOR and the DISTRICT. No instruction and/or training shall be given on Sundays.

- c. The scope, content, and scheduling of the instruction and training to be provided under this Contract shall be subject to the prior written approval of the authorized representative of the DISTRICT, it being understood that the DISTRICT, acting through such representative, has the right to modify the scope, content, and/or scheduling of instruction and training, if, in the opinion of such representative, modification is necessary to achieve the vocational objective of the instruction and training.
- d. The sixteen hundred (1600) hours of approved instruction and training shall be given under the direct supervision of California licensed cosmetology instructors holding valid California teaching credentials authorizing services in the area of cosmetology in vocational programs in a community college or possessing equivalent experience as established by the DISTRICT, and all DISTRICT students while engaged in such instruction and training shall be under the immediate supervision and control of such instructors. As stated and required in the Administrative Code, Title V, Section 55630(e), all instructors employed by the private agency shall enter into an "Agreement for Teaching Services" (see Attachment).
- e. Should it become necessary for one or more DISTRICT student(s) to transfer to the CONTRACTOR from schools and colleges, both public and private, that are accredited and hold valid certificates of course approval and licenses as private, post-secondary, vocational schools for instruction and training in cosmetology, the CONTRACTOR agrees to accredit each of such students with one hour of credit for each and every hour of approved instruction and/or training received by, or credited to, such student in the former program.
- f. Any student of the DISTRICT who completes sixteen hundred (1600) hours of training, and has not had the minimum instruction and training hours required for certification to take the examination for a certificate of registration and/or license because of deficiency in one or more areas of required expertise, shall receive from the CONTRACTOR such instruction, training, and preparation as may be necessary, forthwith, at no cost to either the student or the DISTRICT.
- g. Any student of the DISTRICT who completes the sixteen hundred (1600) hours of approved instruction and training, and within thirty (30) days of such completion takes for the first time, and fails to pass, the California State Board of Cosmetology's examination for licensure, shall be entitled to fifty (50) additional hours of instruction and training in the CONTRACTOR'S school at no expense to the DISTRICT or to such student, subject to the following conditions:
  - (1) If such student fails to commence the additional instruction and training provided for herein within thirty (30) days of the date of notice of failure to pass said examination, such student shall lose the entitlement to said instruction and training; or,
  - (2) If such student, having commenced said instruction, fails to complete the fifty (50) hours within thirty (30) calendar days of the date of such commencement, said student shall lose the entitlement to the hours remaining in the initial fifty (50) hour entitlement.

- h. The CONTRACTOR shall participate in a program review and validation conducted by the DISTRICT and at the discretion of the DISTRICT. Said program review shall include, but is not limited to, a review of CONTRACTOR'S curriculum, units of instruction, methods of instruction, instructional supplies and materials, physical resources, recordkeeping process and practices, governance, and CONTRACTOR-DISTRICT relationship. In the event a program review is requested, CONTRACTOR shall be given at least 60 days written notice. CONTRACTOR shall complete a self-appraisal in the format supplied by DISTRICT and submit said self-appraisal to DISTRICT 30 days prior to a site visitation by DISTRICT representatives.
- 10. The CONTRACTOR shall provide, without additional charges to the DISTRICT or the DISTRICT'S students covered by the Contract, all necessary instructional materials and supplies as ordinarily supplied by the DISTRICT without cost to students in this or other vocational offerings of said DISTRICT; and may require students covered by this Contract to purchase such types and/or kinds of instructional materials as the DISTRICT ordinarily requires students in this or other vocational offerings of said DISTRICT to furnish without cost to said DISTRICT; it being agreed that each student covered by this Contract shall furnish his/her personal textbook(s) and personal tools, supplies, and/or equipment; and it being further agreed that such items and such materials as are required to be supplied by students shall be obtainable on the open market from two (2) or more commercial outlets within the boundaries to the DISTRICT; it being understood that the CONTRACTOR may make available for voluntary purchase or rental by such students any of such personal items or materials.
- 11. The DISTRICT shall pay to the CONTRACTOR \$3.50 for each hour of approved attendance by authorized students of the DISTRICT covered by this Contract, pursuant to the terms and conditions noted hereinafter.
  - a. DISTRICT payments shall be made monthly, and shall be based upon a certification of the hours of such attendance during the previous calendar month at the CONTRACTOR'S place of instruction and training; it being agreed that each certification shall be on forms supplied by the DISTRICT, and shall be based upon daily records maintained by the CONTRACTOR, and subject to review and/or audit by an authorized representative of the DISTRICT.
  - b. The CONTRACTOR shall not be reimbursed for more than a total of sixteen hundred (1600) hours of instruction and training for any one student.
  - c. In the event a DISTRICT student withdraws from the program of instruction, or, because of failure to attend scheduled instruction, is dropped from the program, the DISTRICT shall be responsible to the CONTRACTOR for payment for only the actual hours of authorized attendance of such student prior to the drop or withdrawal date.
  - d. In the event that the DISTRICT determines that the total direct and indirect cost to provide the same sixteen hundred (1600) hour program of instruction and training, or a recognized portion thereof, in an operating school of the DISTRICT, or the tuition the CONTRACTOR charges its private students for such program or portion thereof, is less than the amount computed as noted herein before, the CONTRACTOR agrees to enter

into an amendment to this Contract to provide for a reduction in hourly rate to produce no more than the lower of such total cost of instruction or tuition.

- 12. Except as noted in this Contract, the CONTRACTOR shall not charge students receiving instruction and training under this Contract additional cost for tuition, supplies, and/or equipment for any instruction and/or training to be provided in accordance with this Contract.
- 13. The CONTRACTOR agrees to accept new students during each enrollment period established by the DISTRICT.
- 14. The DISTRICT shall provide the normal administrative functions relating to admissions, counseling, registration, permanent achievement records, program monitoring, and awarding evidence(s) of completion; it being understood that during such times as any DISTRICT student is in attendance in the CONTRACTOR'S school, such student will be subject to the CONTRACTOR'S rules and regulations relating to conduct, health, and safety; and operating procedures; it being understood that disciplinary action leading to suspension or dismissal of a DISTRICT student shall be taken only by the DISTRICT after consultation with the CONTRACTOR.
- 15. The CONTRACTOR shall maintain accurate records of attendance and progress for each student, and shall submit to the DISTRICT such information from such records as is requested by the authorized representative(s) of the DISTRICT; it being understood that such submittals may be upon a regular schedule and/or upon special requests' and it being further understood that there shall be no release of information from such records to any party other than such representative(s). CONTRACTOR shall insure that such information shall be used only for purposes directly related to the academic or professional goals of the DISTRICT.
- 16. The DISTRICT shall be financially committed to the cosmetology program only for the amount of monies adopted by the South Orange County Community College District Board of Trustees for this program during the 2010-2011 and 2011-2012 fiscal years. In the event that monies in either fiscal year are exhausted, the CONTRACTOR'S school agrees to continue the program for each student enrolled for the remainder of the contract period or until the student has completed the course, whichever comes first, at no additional cost to the DISTRICT or the student.
- 17. The CONTRACTOR shall permit inspections by authorized representatives of the DISTRICT, the Bureau of School Approvals of the California State Board of Finance, the California Community Colleges, and/or any state, county, or local licensing board and/or agency having jurisdiction in matters relating to the operation of the CONTRACTOR'S school; it being understood that when such inspections are made, it shall be made possible for said representatives to evaluate course offerings; examine, and, if required, audit school records; interview students and others; and/or evaluate physical plant, instructional aids equipment, and classes in session.
- 18. The CONTRACTOR shall obtain and maintain, at the expense of the CONTRACTOR, all workmen's compensation insurance required by law for employees involved in the operation of this program, including coverage for any student performing services or utilizing products that represent actual or potential income for the CONTRACTOR.

- 19. The CONTRACTOR shall indemnify and hold harmless the DISTRICT and its Board of Trustees, the Board of Governors of the California Community Colleges, and the State of California, and their respective officers, agents and employees of each such entity against any and all claims and liabilities for death or injury to any person and/or loss, and/or damage to any property arising out of, or in any manner connected with the making of and/or performance of this Contract by CONTRACTOR.
  - a. In satisfaction of this requirement, the CONTRACTOR, in order to protect said entities, officers, agents, and employees, shall secure and maintain, at the CONTRACTOR'S expense, a policy of public liability insurance with limits not less than ONE MILLION DOLLARS (\$1,000,000) per occurrence for personal injury or death, and not less than ONE MILLION DOLLARS (\$1,000,000) per occurrence for property damage.
    - (1) Said policy shall be obtained from a reliable insurance carrier authorized to do such public liability and property damage insurance business in the State of California.
    - (2) Said policy shall expressly name such entities, officers, agents, and employees as additional insured.
    - (3) Said policy shall provide that the DISTRICT shall be given not less than ten (10) days written notice of any cancellation or modification of policy coverage.
    - (4) A copy of said policy shall be furnished to the DISTRICT prior to the assignment of any DISTRICT students to the CONTRACTOR; and said copy shall be kept up to date by the CONTRACTOR.
  - b. In satisfaction of this requirement, the CONTRACTOR shall, upon request of any such entities, officers, agents, and/or employees, come in and defend said entities and/or individuals against any claims or legal action arising out of, or in any manner connected with, the making of and/or performance of this Contract by CONTRACTOR.
- 20. The CONTRACTOR shall not use, without prior written approval of the DISTRICT, the name "South Orange County Community College District" or any of said District's administrative units, singly or in combination, in any printing or posted materials referring to the CONTRACTOR'S school and/or the course of instruction.
- 21. The term of this Contract shall commence on November 2, 2010 and shall terminate on June 30, 2012. At the end of this period, there will be an option for renewal, under the same terms and conditions, for three additional one-year periods.
- 22. It is agreed that either Party to this Contract may terminate the Contract at the end of any enrollment term by giving sixty (60) calendar days prior written notice to the other Party; it is also agreed that at the time of termination of this Contract neither party shall have any obligation to the other Party other than payment for authorized services rendered and submittal of required records covering such services prior to the date of termination.

- 23. This Contract may be amended and/or extended by mutual consent of the parties hereto, it being understood that any amendment shall not be effective until stated in written form and signed by the Parties hereto.
- 24. The DISTRICT and the CONTRACTOR will ensure that ancillary and support services are provided for the students (e.g. counseling and guidance, placement assistance). These services will be provided by the DISTRICT and CONTRACTOR will ensure that students are aware of their availability.
- 25. Any notice given under this Contract shall be deemed given when personally served upon the Chancellor of the DISTRICT or upon the CONTRACTOR, or when deposited in the mail in a sealed envelope with postage thereon fully prepaid from one party to the other, addressed as follows, respectively:

TO DISTRICT:

South Orange County Community College District

Attn: Dr. David Bugay 28000 Marguerite Parkway Mission Viejo, CA 92692

TO CONTRACTOR:

Hair California Beauty Academy

Attn: Thuy Minniti 1110 North Tustin

Orange, California 92867

This Contract shall be valid and effective upon the approval of the Office of the Chancellor of the California Community Colleges.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract as of the day and year first written above.

SOUTH ORANGE COUNTY CO.	MMUNITY COLLEGE DISTRICT	HAIR CALIFORNIA BEAUT	Y ACADEMY
BY		BY Muly	minute.
PRINT NAME I		PRINT NAME	Thuy Minniti
TITLE	Vice Chancellor	TITLE	Owner-Operator

# SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT Mission Viejo, California 92692

#### AGREEMENT FOR COSMETOLOGY TEACHING SERVICES

THIS AGREEMENT is made and entered into this 2nd day of November 2010, by and between SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT" and HAIR CALIFORNIA BEAUTY ACADEMY, hereinafter referred to as "Teacher".

- 1. The Teacher agrees to serve as a teacher for the Cosmetology course offered by the DISTRICT.
- 2. The Teacher shall be an employee of HAIR CALIFORNIA BEAUTY ACADEMY.
- 3. The District shall have the primary right to control and direct the Teacher's activities. Said activities shall be performed by the Teacher in accordance with such direction and control, subject to the provisions as set forth in more particularity in a contract by and between HAIR CALIFORNIA BEAUTY ACADEMY and South Orange County Community College District.
- 4. The District shall not be obligated to make any payment to the Teacher for services and for normal benefits such as Workers' Compensation, medical insurance, vacation, sick leave, or any other employee benefits now available to regular employees of the District.

IN WITNESS WHEREOF, the said parties have hereunto set their name.

SOUTH (	ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	HAIR CALIFORNIA BEAUTY ACADEMY
BY:		BY: Muy minhit.
PRINT		PRINT
NAME:	Dr. David Bugay	NAME: Thuy Minniti
TITLE:	Vice Chancellor	TITLE: Owner-Operator

### VOCATIONAL COSMETICIAN EDUCATION CONTRACT

THIS CONTRACT, MADE AND ENTERED INTO THIS 2nd day of November, 2010, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, hereinafter referred to as the DISTRICT, and HAIR CALIFORNIA BEAUTY ACADEMY (714) 633-7170 located at 1110 North Tustin, Orange, California 92867 hereinafter referred to as the CONTRACTOR.

#### WITNESSETH

WHEREAS, the DISTRICT intends to provide, for the benefit of selected, eligible students of the DISTRICT, a vocation education program under the State Plan for Vocational Education and the Federal Carl Perkins Vocational and Applied Technology Educational Act, through this agreement with the CONTRACTOR, in order to prepare such students for the vocation of Cosmetician, it being understood that such program shall be so designed and conducted that it may lead to a California State License in Cosmetician for such students; and,

WHEREAS, the CONTRACTOR operates as a private, post-secondary, vocational school offering instruction and training in Cosmetician;

NOW, THEREFORE, it is mutually agreed as stated hereinafter:

- 1. The CONTRACTOR shall comply with all provisions of Article 5 (commencing at Section 8090) of Division 1, Part 6, Education Code, State of California, applicable to said CONTRACTOR'S school to which the DISTRICT'S students are to be assigned, including, but not limited to, the holding by CONTRACTOR of this valid certificate of course approval and a license as a private, post-secondary vocational school for cosmetician instruction and training; it being agreed that
  - a. The CONTRACTOR shall submit to the DISTRICT evidence of compliance with this certificate and license requirement prior to the assignment by the DISTRICT of any of its students to the CONTRACTOR'S school; and
  - b. The CONTRACTOR shall continue to operate such a school during the term of this Contract.
- 2. The CONTRACTOR'S school shall either be currently accredited by an accrediting agency recognized by the United States Office of Education or shall conform to the applicable portion of the Western Association of School and Colleges guidelines on contractual relationships with non-accredited organizations.
- 3. The CONTRACTOR shall provide, operate, and maintain at its school, physical facilities that comply with requirements of all federal and state laws and statutes including safety and health regulations, applicable to its operations as a private, post-secondary vocational school for cosmetician instruction and training.

- 4. The CONTRACTOR shall provide and maintain at its school, approved equipment and instructional materials for the courses offered, and the number of students in attendance.
- 5. The CONTRACTOR shall comply with applicable provisions of the Higher Education Act of 1965, as amended, and, prior to the assignment by the DISTRICT of any of its students to the CONTRACTOR'S school, shall submit to the DISTRICT evidence of such compliance.
- 6. The CONTRACTOR shall comply with applicable provisions of Title VI of the Civil Rights Act of 1964, and, prior to the assignment by the DISTRICT of any of its students to the CONTRACTOR'S school, shall submit to the DISTRICT evidence of such compliance. "CONTRACTOR agrees that it will not unlawfully discriminate against any person because of race, color, religious creed, national origin, ancestry, physical handicap, medical condition, marital status or sex of such person." In addition, CONTRACTOR shall comply with Title 9 of the Higher Education Act of 1972, Presidential Executive Order 11246 and subsequent amendments, and all applicable State and Federal Health and Safety regulations.
- 7. The DISTRICT and the CONTRACTOR shall comply with all applicable general provisions of the California State Plan for Vocational Education and all special provisions in such Plan relating to instruction in the vocational area of which cosmetician is a part.
- 8. The DISTRICT shall enroll a maximum of <u>60</u> students up to capacity with no minimum in the CONTRACTOR'S school; it being understood that the DISTRICT does NOT guarantee any set number of its students will be enrolled in the CONTRACTOR'S school at any time.
- 9. The CONTRACTOR shall provide for six hundred (600) hours of approved cosmetician instruction and training for each DISTRICT student and shall provide staff, facilities, non-personal equipment, supervision and related services required for such instruction and training for each of the students of the DISTRICT authorized to attend the CONTRACTOR'S school located at 1110 North Tustin, Orange, California, as established elsewhere in this Contract; and it being further understood that the actual number of hours of such instruction and training available to any such authorized student at the expense of the DISTRICT shall be limited by the period of time between the enrollment date of the student and the final termination date of this Contract and the limitations on hours of instruction and training as established elsewhere in this Contract.
  - a. The six hundred (600) hours of approved instruction and training shall be in accordance with applicable requirements of appropriate California State Board(s) or licensing agencies having responsibility for admission to examination for a certificate of registration and/or a license as Cosmetician.
  - b. The six hundred (600) hours of approved instruction and training shall be given in a proportionate manner over a period of less than two hundred (200) school days within two (2) calendar years from date of enrollment. Instruction and training for an individual student shall be limited to eight (8) hours on any day for a minimum of twenty-five (25) hours and a maximum of forty (40) hours in any calendar week unless changes in hours are mutually agreed upon by the CONTRACTOR and the DISTRICT. No instruction and/or training shall be given on Sundays.

- c. The scope, content, and scheduling of the instruction and training to be provided under this Contract shall be subject to the prior written approval of the authorized representative of the DISTRICT, it being understood that the DISTRICT, acting through such representative, has the right to modify the scope, content, and/or scheduling of instruction and training, if, in the opinion of such representative, modification is necessary to achieve the vocational objective of the instruction and training.
- d. The six hundred (600) hours of approved instruction and training shall be given under the direct supervision of California licensed Cosmetician instructors holding valid California teaching credentials authorizing services in the area of Cosmetician in vocational programs in a community college or possessing equivalent experience as established by the DISTRICT, and all DISTRICT students while engaged in such instruction and training shall be under the immediate supervision and control of such instructors. As stated and required in the Administrative Code, Title V, Section 55630(e), all instructors employed by the private agency shall enter into an "Agreement for Teaching Services" (see Attachment).
- e. Should it become necessary for one or more DISTRICT student(s) to transfer to the CONTRACTOR from schools and colleges, both public and private, that are accredited and hold valid certificates of course approval and licenses as private, post-secondary, vocational schools for cosmetician instruction and training, the CONTRACTOR agrees to accredit each of such students with one hour of credit for each and every hour of approved instruction and/or training received by, or credited to, such student in the former program.
- f. Any student of the DISTRICT who completes six hundred (600) hours of training, and has not had the minimum instruction and training hours required for certification to take the examination for a certificate of registration and/or license because of deficiency in one or more areas of required expertise, shall receive from the CONTRACTOR such instruction, training, and preparation as may be necessary, forthwith, at no cost to either the student or the DISTRICT.
- g. Any student of the DISTRICT who completes the six hundred (600) hours of approved instruction and training, and within thirty (30) days of such completion takes for the first time, and fails to pass, the California State Board of Cosmetician's examination for licensure, shall be entitled to fifty (50) additional hours of instruction and training in the CONTRACTOR'S school at no expense to the DISTRICT or to such student, subject to the following conditions:
  - (1) If such student fails to commence the additional instruction and training provided for herein within thirty (30) days of the date of notice of failure to pass said examination, such student shall lose the entitlement to said instruction and training; or,
  - (2) If such student, having commenced said instruction, fails to complete the fifty (50) hours within thirty (30) calendar days of the date of such commencement, said student shall lose the entitlement to the hours remaining in the initial fifty (50) hour entitlement.

- h. The CONTRACTOR shall participate in a program review and validation conducted by the DISTRICT and at the discretion of the DISTRICT. Said program review shall include, but is not limited to, a review of CONTRACTOR'S curriculum, units of instruction, methods of instruction, instructional supplies and materials, physical resources, recordkeeping process and practices, governance, and CONTRACTOR-DISTRICT relationship. In the event a program review is requested, CONTRACTOR shall be given at least 60 days written notice. CONTRACTOR shall complete a self-appraisal in the format supplied by DISTRICT and submit said self-appraisal to DISTRICT 30 days prior to a site visitation by DISTRICT representatives.
- 10. The CONTRACTOR shall provide, without additional charges to the DISTRICT or the DISTRICT'S students covered by the Contract, all necessary instructional materials and supplies as ordinarily supplied by the DISTRICT without cost to students in this or other vocational offerings of said DISTRICT; and may require students covered by this Contract to purchase such types and/or kinds of instructional materials as the DISTRICT ordinarily requires students in this or other vocational offerings of said DISTRICT to furnish without cost to said DISTRICT; it being agreed that each student covered by this Contract shall furnish his/her personal textbook(s) and personal tools, supplies, and/or equipment; and it being further agreed that such items and such materials as are required to be supplied by students shall be obtainable on the open market from two (2) or more commercial outlets within the boundaries to the DISTRICT; it being understood that the CONTRACTOR may make available for voluntary purchase or rental by such students any of such personal items or materials.
- 11. The DISTRICT shall pay to the CONTRACTOR \$3.50 for each hour of approved attendance by authorized students of the DISTRICT covered by this Contract, pursuant to the terms and conditions noted hereinafter.
  - a. DISTRICT payments shall be made monthly, and shall be based upon a certification of the hours of such attendance during the previous calendar month at the CONTRACTOR'S place of instruction and training; it being agreed that each certification shall be on forms supplied by the DISTRICT, and shall be based upon daily records maintained by the CONTRACTOR, and subject to review and/or audit by an authorized representative of the DISTRICT.
  - b. The CONTRACTOR shall not be reimbursed for more than a total of six hundred (600) hours of instruction and training for any one student.
  - c. In the event a DISTRICT student withdraws from the program of instruction, or, because of failure to attend scheduled instruction, is dropped from the program, the DISTRICT shall be responsible to the CONTRACTOR for payment for only the actual hours of authorized attendance of such student prior to the drop or withdrawal date.
  - d. In the event that the DISTRICT determines that the total direct and indirect cost to provide the same six hundred (600) hour program of instruction and training, or a recognized portion thereof, in an operating school of the DISTRICT, or the tuition the CONTRACTOR charges its private students for such program or portion thereof, is less than the amount computed as noted herein before, the CONTRACTOR agrees to enter into an amendment to this Contract to provide for a reduction in hourly rate to produce no more than the lower of such total cost of instruction or tuition.

- 12. Except as noted in this Contract, the CONTRACTOR shall not charge students receiving instruction and training under this Contract additional cost for tuition, supplies, and/or equipment for any instruction and/or training to be provided in accordance with this Contract.
- 13. The CONTRACTOR agrees to accept new students during each enrollment period established by the DISTRICT.
- 14. The DISTRICT shall provide the normal administrative functions relating to admissions, counseling, registration, permanent achievement records, program monitoring, and awarding evidence(s) of completion; it being understood that during such times as any DISTRICT student is in attendance in the CONTRACTOR'S school, such student will be subject to the CONTRACTOR'S rules and regulations relating to conduct, health, and safety; and operating procedures; it being understood that disciplinary action leading to suspension or dismissal of a DISTRICT student shall be taken only by the DISTRICT after consultation with the CONTRACTOR.
- 15. The CONTRACTOR shall maintain accurate records of attendance and progress for each student, and shall submit to the DISTRICT such information from such records as is requested by the authorized representative(s) of the DISTRICT; it being understood that such submittals may be upon a regular schedule and/or upon special requests' and it being further understood that there shall be no release of information from such records to any party other than such representative(s). CONTRACTOR shall insure that such information shall be used only for purposes directly related to the academic or professional goals of the DISTRICT.
- 16. The DISTRICT shall be financially committed to the Cosmetician program only for the amount of monies adopted by the South Orange County Community College District Board of Trustees for this program during the 2010-2011 and 2011-2012 fiscal years. In the event that monies in either fiscal year are exhausted, the CONTRACTOR'S school agrees to continue the program for each student enrolled for the remainder of the contract period or until the student has completed the course, whichever comes first, at no additional cost to the DISTRICT or the student.
- 17. The CONTRACTOR shall permit inspections by authorized representatives of the DISTRICT, the Bureau of School Approvals of the California State Board of Finance, the California Community Colleges, and/or any state, county, or local licensing board and/or agency having jurisdiction in matters relating to the operation of the CONTRACTOR'S school; it being understood that when such inspections are made, it shall be made possible for said representatives to evaluate course offerings; examine, and, if required, audit school records; interview students and others; and/or evaluate physical plant, instructional aids equipment, and classes in session.
- 18. The CONTRACTOR shall obtain and maintain, at the expense of the CONTRACTOR, all workmen's compensation insurance required by law for employees involved in the operation of this program, including coverage for any student performing services or utilizing products that represent actual or potential income for the CONTRACTOR.
- 19. The CONTRACTOR shall indemnify and hold harmless the DISTRICT and its Board of Trustees, the Board of Governors of the California Community Colleges, and the State of California, and their respective officers, agents and employees of each such entity against any Page 5 of 7

and all claims and liabilities for death or injury to any person and/or loss, and/or damage to any property arising out of, or in any manner connected with the making of and/or performance of this Contract by CONTRACTOR.

- a. In satisfaction of this requirement, the CONTRACTOR, in order to protect said entities, officers, agents, and employees, shall secure and maintain, at the CONTRACTOR'S expense, a policy of public liability insurance with limits not less than ONE MILLION DOLLARS (\$1,000,000) per occurrence for personal injury or death, and not less than ONE MILLION DOLLARS (\$1,000,000) per occurrence for property damage.
  - (1) Said policy shall be obtained from a reliable insurance carrier authorized to do such public liability and property damage insurance business in the State of California.
  - (2) Said policy shall expressly name such entities, officers, agents, and employees as additional insured.
  - (3) Said policy shall provide that the DISTRICT shall be given not less than ten (10) days written notice of any cancellation or modification of policy coverage.
  - (4) A copy of said policy shall be furnished to the DISTRICT prior to the assignment of any DISTRICT students to the CONTRACTOR; and said copy shall be kept up to date by the CONTRACTOR.
- b. In satisfaction of this requirement, the CONTRACTOR shall, upon request of any such entities, officers, agents, and/or employees, come in and defend said entities and/or individuals against any claims or legal action arising out of, or in any manner connected with, the making of and/or performance of this Contract by CONTRACTOR.
- 20. The CONTRACTOR shall not use, without prior written approval of the DISTRICT, the name "South Orange County Community College District" or any of said District's administrative units, singly or in combination, in any printing or posted materials referring to the CONTRACTOR'S school and/or the course of instruction.
- 21. The term of this Contract shall commence on November 2, 2010 and shall terminate on June 30, 2012. At the end of this period, there will be an option for renewal, under the same terms and conditions, for three additional one-year periods.
- 22. It is agreed that either Party to this Contract may terminate the Contract at the end of any enrollment term by giving sixty (60) calendar days prior written notice to the other Party; it is also agreed that at the time of termination of this Contract neither party shall have any obligation to the other Party other than payment for authorized services rendered and submittal of required records covering such services prior to the date of termination.
- 23. This Contract may be amended and/or extended by mutual consent of the parties hereto, it being understood that any amendment shall not be effective until stated in written form and signed by the Parties hereto.

- 24. The DISTRICT and the CONTRACTOR will ensure that ancillary and support services are provided for the students (e.g. counseling and guidance, placement assistance). These services will be provided by the DISTRICT and CONTRACTOR will ensure that students are aware of their availability.
- 25. Any notice given under this Contract shall be deemed given when personally served upon the Chancellor of the DISTRICT or upon the CONTRACTOR, or when deposited in the mail in a sealed envelope with postage thereon fully prepaid from one party to the other, addressed as follows, respectively:

TO DISTRICT:

South Orange County Community College District

Attn: Dr. David Bugay 28000 Marguerite Parkway Mission Viejo, CA 92692

TO CONTRACTOR:

Hair California Beauty Academy

Attn: Thuy Minniti 1110 North Tustin

Orange, California 92867

This Contract shall be valid and effective upon the approval of the Office of the Chancellor of the California Community Colleges.

IN WITNESS WHEREOF, the Parties hereto have executed this Contract as of the day and year first written above.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT		HAIR CALIFORNIA BEAUTY ACADEMY	
BY		BY Muy	y minnet.
PRINT NAME	Dr. David Bugay	PRINT NAME	Thuy Minniti
TITLE	Vice Chancellor	ק זיייד	Owner-Operator

# SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT Mission Viejo, California 92692

#### AGREEMENT FOR COSMETICIAN TEACHING SERVICES

THIS AGREEMENT is made and entered into this 2nd day of November 2010, by and between SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT" and HAIR CALIFORNIA BEAUTY ACADEMY, hereinafter referred to as "Teacher".

- 1. The Teacher agrees to serve as a teacher for the Cosmetician course offered by the DISTRICT.
- 2. The Teacher shall be an employee of HAIR CALIFORNIA BEAUTY ACADEMY.
- 3. The District shall have the primary right to control and direct the Teacher's activities. Said activities shall be performed by the Teacher in accordance with such direction and control, subject to the provisions as set forth in more particularity in a contract by and between HAIR CALIFORNIA BEAUTY ACADEMY and South Orange County Community College District.
- 4. The District shall not be obligated to make any payment to the Teacher for services and for normal benefits such as Workers' Compensation, medical insurance, vacation, sick leave, or any other employee benefits now available to regular employees of the District.

IN WITNESS WHEREOF, the said parties have hereunto set their name.

SOUTH	ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	HAIR CALIFORNIA BEAUTY ACADEMY
BY:		By luy minute
PRINT NAME:	Dr. David Bugay	PRINT NAME: Thuy Minniti
TITLE:	Vice Chancellor	TITLE: Owner-Operator

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.1 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

Irvine Valley College: WIA ITA Training Provider Agreement with the

County of Orange

**ACTION:** 

Approval

#### **BACKGROUND**

Congress has enacted the "Workforce Investment Act of 1998" to provide workforce investment activities through a One-Stop Service Delivery System, increase employment retention and earnings, empower individuals through information and access to training resources through Individual Training Accounts (ITAs), reduce welfare dependency, and increase accountability thereby improving the quality of the workforce and enhancing the productivity and competitiveness of the Nation. The Orange County Workforce Investment Board (OC WIB), as one of its many functions, serves the community and local industry through the administration of local funding disbursements made available through the Workforce Investment Act (WIA) of 1998.

#### **STATUS**

Irvine Valley College (IVC) seeks approval of the WIA ITA Training Provider Agreement (the Agreement) between IVC and the County of Orange, as presented in Exhibit A. This Agreement will establish IVC's eligibility to receive WIA funding and the OC WIB will be authorized to disburse WIA ITA vouchers to IVC to pay for the tuition, fees, and books related to approved certificates and/or degrees.

#### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the WIA ITA Training Provider Agreement X7, CFDA: 17.258 & 17.260 between Irvine Valley College and the County of Orange.

Item Submitted By: Dr. Glenn R. Roquemore, President



# WIA ITA TRAINING PROVIDER AGREEMENT County of Orange

AGREEMENT #: X7

CFDA#: <u>17.258 & 17.260</u>

THIS AGREEMENT between the County of Orange, hereinafter referred to as "COUNTY", and <u>Irvine Valley College</u> hereinafter referred to as "CONTRACTOR", consists of fifty-two (52) sections and the following ten (10) exhibits: A. General Requirements; B. Approved Training Programs; C. Performance Standards; D. Pell Grants; E. Drug Free Workplace Certification, F. Suspension & Debarment Certification G. Certification Regarding Lobbying, H. Disclosure Form to Report Lobbying, I. Child Support Enforcement Provision (for-profit providers only), and J. Employment Development Department Independent Operator Reporting Requirements.

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#### **SIGNATURES**

#### **EXHIBITS**

- A. General Program Requirements
- B. Approved Training Programs
- C. Performance Standards

- D. Pell Grants
- E. Drug-Free Workplace Certification
- F. Suspension & Debarment
- G. Certification Regarding Lobbying
- H. Disclosure Form to Report Lobbying
- I. Child Support Enforcement Provision (for profit only providers)
- J. EDD Independent Operator Reporting Requirements

WHEREAS, Congress has enacted the "Workforce Investment Act of 1998," hereinafter referred to as "the Act", to provide workforce investment activities through a One-Stop Service Delivery System, increase employment retention and earnings, empower individuals through information and access to training resources through Individual Training Accounts, reduce welfare dependency and increase accountability thereby improving the quality of the workforce and enhancing the productivity and competitiveness of the Nation; and

WHEREAS, COUNTY, acting as the Administrator of the Act funds, is empowered to make a portion of the funds available pursuant to the Act (hereinafter referred to as "grant funds") to CONTRACTOR, for the purpose of implementing the provisions of the Act; and

WHEREAS, COUNTY by Minute Order dated May 25, 2010, a copy of which is on file with the Clerk of the Board of Supervisors of Orange County and which by this reference is incorporated herein and made a part hereof as if fully set forth, has set aside funds for the purpose of engaging CONTRACTOR to provide tuition-based occupational training upon completion of training; and

WHEREAS, COUNTY'S OC Community Resources Director or designee (hereinafter referred to as "DIRECTOR"), shall administer this Agreement as is necessary or reasonable to comply with or implement the grant funds received by COUNTY and as required by law or applicable regulations; and

**WHEREAS**, CONTRACTOR, in order to receive grant funds, is agreeable to the terms and conditions hereinafter set forth;

#### NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:

#### 1. PURPOSE

The purpose of the program funded by the Agreement is to prepare eligible participants for entry or reentry into the labor force by providing training for demand occupations in Orange County. CONTRACTOR shall ensure compliance with this purpose.

#### 2. <u>TERM</u>

The effective term of this Agreement shall commence on <u>July 1, 2010</u> and terminate on June 30, 2012 subject to the provisions of **Sections 4 and 38** of this Agreement; however, CONTRACTOR shall be

obligated to perform such duties as would normally extend beyond this term, including but not limited to obligations with respect to indemnification, audits, reporting and accounting. CONTRACTOR and DIRECTOR may mutually agree in writing to extend the term of this Agreement up to and including a period of one year, provided that all other terms and conditions of this Agreement remain the same except the amount of compensation described in **Section 14** below shall be determined by DIRECTOR for each year the Agreement is renewed using the same formula used by DIRECTOR to determine the compensation payable in the first year of the contract.

# 3. APPROVED TRAINING PROGRAMS

This Agreement is based upon the information and representations contained in Exhibit B, CONTRACTOR'S Approved Training Programs. CONTRACTOR agrees to comply with all provisions, to perform all work, and to provide all services set forth in this Agreement. The specific program components to be performed by CONTRACTOR and the service levels to be utilized by COUNTY for program evaluation and monitoring include, but are not limited to, those listed in Exhibit B hereto. Training to be provided hereunder shall be restricted to those classes and programs described in Exhibit B hereto for which at least one participant is enrolled.

### 4. TERMINATION

- (a) DIRECTOR may terminate this Agreement without penalty immediately with cause or after thirty (30) days written notice without cause, unless otherwise specified. Notice shall be deemed served on the date of mailing. Cause shall be defined as any breach of contract, any misrepresentation or fraud on the part of the CONTRACTOR. Exercise by DIRECTOR of the right to terminate this Agreement shall relieve COUNTY of all further obligations under this Agreement.
- (b) Upon termination, or notice thereof, CONTRACTOR agrees to cooperate with DIRECTOR in the orderly transfer of service responsibilities, active case records, pertinent documents and all equipment or materials purchased with COUNTY funds.

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CONTRACTOR agrees that those specific program components to be performed by CONTRACTOR. and the service levels to be utilized by COUNTY for program evaluation and monitoring, include, but are not limited to, those set forth in Exhibits "A", "B", and "C" which are attached hereto and incorporated herein as if fully set forth. CONTRACTOR agrees that it is responsible for and guarantees performance of all of the specific program components and service levels listed in Exhibits "A", "B", and "C".

# MODIFICATION OF PROGRAM COMPONENTS AND SERVICE LEVELS

The parties agree that those program components, and service levels detailed in Exhibits "A", "B", and "C" may be modified upon mutual written agreement of the CONTRACT ADMINISTRATOR and CONTRACTOR. Should the State of California modify any program component and/or service level detailed in Exhibits "A", "B" and/or "C" then the COUNTY shall have the right to unilaterally modify this agreement to meet such requirements. The parties hereto agree that those program descriptions and costs detailed in Exhibit B Approved Training Programs may be modified upon mutual written agreement of the DIRECTOR and CONTRACTOR so long as the information matches CONTRACTOR information on the Eligible Training Provider List (hereinafter referred to as "ETPL") and the basic goals and objectives of the Agreement are not altered.

### **PROGRAMS AND INSTRUCTORS**

- (a) All programs, courses or classes provided by CONTRACTOR pursuant to this Agreement shall be approved by and/or comply with all applicable requirements of the State Department of Education, and/or any other governmental or private entity that controls entry into or the practice of the trade or profession for which said program or classes are designed to train.
- (b) All programs, courses or classes shall remain listed on the ETPL in good standing; failure to remain on the ETPL shall result in termination of this contract.
- (c) CONTRACTOR shall ensure that every instructor involved in the training of participants hereunder shall be qualified to instruct in the program or training component in which he/she acts as an instructor, and

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that every instructor required to be certified or licensed is appropriately certified or licensed by the State or other licensing or certifying authority.

### 8. PAYMENTS

- (a) Tuition Reimbursement. This Agreement provides for payment to CONTRACTOR in the form of tuition reimbursement only. Compensation for the services provided by CONTRACTOR hereunder shall be at a rate that is less than or equal to CONTRACTOR'S published tuition rate in accordance with the State of California Eligible Training Provider List, and shall be disbursed in accordance with the tuition reimbursement rates set forth in Exhibit B, Approved Training Programs. COUNTY shall pay to CONTRACTOR the tuition rate only upon receipt of written verification satisfactory to DIRECTOR that the participant has completed the training program in which he/she was enrolled hereunder. Payments to CONTRACTOR hereunder shall be made in accordance with WIA directives and tuition reimbursement policies.
- (b) Education Assistance. Notwithstanding the foregoing, CONTRACTOR shall timely either (1) deduct from invoices submitted to COUNTY the amounts of such Pell or other Education Assistance received. At DIRECTOR'S sole option, COUNTY may negotiate the use of Pell or other Educational Assistance awards to meet the social service need(s) of participant(s), or (2) refund to COUNTY an amount equivalent to any Pell Grant or other Educational Assistance payments received by CONTRACTOR for or on account of any participants enrolled hereunder whose full or partial costs of training are covered by this Agreement.
- (c) Documentation. CONTRACTOR shall be required to submit the following documentation to DIRECTOR in order to be eligible to receive payment hereunder:
- (1) Upon enrollment of a participant hereunder, a voucher with an original copy of the referring training voucher for said participant and a copy of the CONTRACTOR'S Enrollment Agreement Form for the participant signed by both the participant and an authorized representative of CONTRACTOR;
- (2) To be eligible to receive payment of the rate specified herein, verification satisfactory to the DIRECTOR that the participant completed the training program.
- (3) To be eligible to receive payment for training not completed by an enrolled participant, verification of the total number of hours of training actually completed by the participant, as evidenced by

time sheets, attendance records signed by the participant, or such other documentation as may be deemed satisfactory proof by DIRECTOR and proof of CONTRACTOR'S tuition refund policy in effect at the time this Agreement is executed;

In addition to the foregoing, DIRECTOR shall verify receipt of the participant's WIA Application/Registration Form and WIA Enrollment Form prior to making any payment to CONTRACTOR hereunder.

- (d) <u>Total Expenditure</u>. In no case shall the total amount of expenditure by COUNTY under this Agreement exceed the sum of \$6,500 for tuition, books, supplies and registration fees per participant training in the occupations described in Exhibit B.
- (e) <u>Withholding Payment</u>. COUNTY reserves the right to withhold or refuse payment for late submission of forms including, but not limited to evidence of insurance as described in **Section 29** hereof and invoices required from CONTRACTOR and/or any referring entity. COUNTY reserves the right to withhold or refuse payment for any portion of services or consideration not rendered by CONTRACTOR and/or received by participant as required hereby.
- (f) <u>Compensation Payments</u>. COUNTY also reserves the right to make compensation payments to CONTRACTOR at any time during the period of this Agreement. The payment structure may include:
  - 1) Full payment after start date of the training program upon written verification of attendance, or
  - 2) 50% payment after start date of the training program upon written verification of attendance. The remaining 50% will be paid upon written verification that participant has successfully completed the training program.
- 3) In the event the participant does not complete said training, CONTRACTOR will be reimbursed by COUNTY in an amount not exceeding the lesser of (1) the amount that any other student of CONTRACTOR would be required to pay for uncompleted training in accordance with CONTRACTOR'S tuition refund policy in effect at the time this Agreement is made, or (2) the percentage of the full cost to COUNTY of completed training that is equivalent to the percentage of the training program actually completed by the participant.

Payments to CONTRACTOR hereunder shall be made in accordance with WIA directives and tuition reimbursement policies.

- (g) <u>Placement Services</u>. Failure of CONTRACTOR to provide to any participant the placement services following completion of training that are described herein shall be a material breach of this Agreement, for which COUNTY may seek all remedies against CONTRACTOR specified in **Section 38** hereof, notwithstanding COUNTY'S earlier payment to CONTRACTOR of the full amount specified herein for such participant.
- (h) <u>Total Cost</u>. The amount specified in <u>Section 8(d)</u> hereof shall include all costs associated with training and placement services to be provided by CONTRACTOR pursuant to this Agreement. CONTRACTOR shall make no additional claims for costs, charges or fees. Unless otherwise specified herein, CONTRACTOR shall not receive additional payment or any form of additional compensation from COUNTY, OCWIB, individual participants or any other parties for costs associated with any participant's training or placement.

### 9. PELL GRANTS/HEA TITLE IV

If CONTRACTOR provides any services under this Agreement to applicants for or recipients of Pell Grants or awards pursuant to Title IV of the Higher Education Act, CONTRACTOR shall cooperate with CONTRACT ADMINISTRATOR in coordinating these grants and awards with WIA funding in accordance with 20 C.F.R. 663.320 and Section 134 (d) of the Act. CONTRACTOR shall inform CONTRACT ADMINISTRATOR in writing of the amounts and disposition of any Pell Grants, Higher Education Act Title IV awards and other financial aid granted to each WIA participant under this Agreement.

### 10. CONTINGENCY OF FUNDS

CONTRACTOR acknowledges that the obligations of COUNTY under this Agreement are contingent upon the availability of Federal and/or State funds, as applicable, for the reimbursement of CONTRACTOR's expenditures, and inclusion of sufficient funds for the services hereunder in the budget approved by COUNTY's Board of Supervisors each fiscal year this Agreement remains in effect or operation. In the event

# Exhibit A Page 12 of 56 Agreement #X7

that such funding is terminated or reduced, CONTRACT ADMINISTRATOR may immediately terminate this Agreement, reduce COUNTY's maximum obligation, or modify this Agreement, without penalty. The decision of CONTRACT ADMINISTRATOR shall be binding on CONTRACTOR. CONTRACT ADMINISTRATOR shall provide CONTRACTOR with written notification of such determination. CONTRACTOR shall immediately comply with CONTRACT ADMINISTRATOR's decision.

### 11. COMPLIANCE WITH LAW

In its performance under this Agreement, CONTRACTOR shall fully comply with the requirements of the following, whether or not otherwise referred to in this Agreement:

- (a) The Act and all applicable federal statutes, regulations, policies, procedures and directives, including but not limited to, 20 C.F.R. Parts 652 and 660 through 671.
- (1) All applicable standards and orders and requirements issued under Section 306 of the Clean Air Act, Section 508 of the Clean Water Act and Environmental Protection Agency regulations in contracts in excess of \$100,000.
- (2) CONTRACTOR shall comply with such mandatory standards and policies relating to energy efficiency as particularized in the State Energy Conservation Plan. (Title 20, California Code of Regulations), as required by the U.S. Energy Policy and Conservation Act (P.L. 94-163) as each may now exist or be hereafter amended.
  - (b) All applicable State statutes, regulations, policies, procedures and directives;
  - (c) All applicable COUNTY policies, procedures and directives;
  - (d) All applicable local ordinances and requirements, including use permits and licensing;
  - (e) Court orders applicable to CONTRACTOR'S operations; and
  - (f) The terms and conditions of this Agreement, including Exhibits.

If any of the foregoing requirements are enacted, amended, or revised, CONTRACTOR will comply with such changes or will notify DIRECTOR in writing within thirty (30) days after enactment or modification that it cannot so comply. COUNTY may thereupon terminate this Agreement, if necessary.

### 12. PERFORMANCE STANDARDS

CONTRACTOR shall ensure that at least 75% of all clients receiving any training under this Agreement shall complete training, hereinafter called the COMPLETION RATE and shall obtain employment, hereinafter called the ENTERED EMPLOYMENT RATE. COUNTY reserves the right to suspend referrals to CONTRACTOR at any time the COMPLETION RATE or ENTERED EMPLOYMENT RATE falls below 75%.

# 13. PLANS AND PROCEDURES

CONTRACTOR shall monitor its program for compliance with the provisions of this Agreement. CONTRACTOR shall also comply with all applicable parts of COUNTY's WIA Policies and Procedures for recruitment, intake, assessment and referral, copies of which are available from CONTRACT ADMINISTRATOR. Said Policies and Procedures may be modified by CONTRACT ADMINISTRATOR upon ten (10) days written notice to CONTRACTOR.

### 14. SATISFACTORY WORK

Services rendered hereunder are to be performed to the written satisfaction of DIRECTOR. COUNTY'S staff will interpret all reports and determine the quality, acceptability and progress of the services rendered.

### 15. REPORTS

CONTRACTOR shall maintain records and submit such reports, data and information regarding the performance of CONTRACTOR'S services, activities, costs or other data relating to this Agreement, in the form and at such times as DIRECTOR may require DIRECTOR may modify the provisions of this paragraph without further Board action upon written notice to CONTRACTOR.

### 16. NO SUPPLANTATION

Funds provided under this Agreement shall only be used for activities which are in addition to those which would otherwise be available in the absence of such funds. CONTRACTOR shall not render services under this Agreement to any participant whose cost of training is otherwise paid for by any other person or entity.

### 17. INDEPENDENT CONTRACTOR

CONTRACTOR is and shall at all times be deemed to be, an independent contractor and shall be wholly responsible for the manner in which it performs the services required of it by the terms of this Agreement.

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Nothing contained herein shall be construed as creating the relationship of employer and employee, or principal and agent, between COUNTY and CONTRACTOR or any of CONTRACTOR'S agents or employees. CONTRACTOR assumes exclusively the responsibility for the acts of its employees or agents as they relate to services to be provided during the course and scope of their employment. CONTRACTOR, its agents, employees and volunteers, shall not be entitled to any rights and/or privileges of COUNTY employees, and shall not be considered in any manner to be COUNTY employees.

# 18. EMPLOYEE ELIGIBILITY VERIFICATION

The Contractor warrants that it fully complies with all Federal and State statutes and regulations regarding the employment of aliens and others and that all its employees performing work under this Contract meet the citizenship or alien status requirement set forth in Federal statues and regulations. The Contractor shall obtain, from all employees performing work hereunder, all verification and other documentation of employment eligibility status required by Federal or State statutes and regulations including, but not limited to, the Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq., as they currently exist and as they may be hereafter amended. The Contractor shall retain all such documentation for all covered employees for the period prescribed by the law. The Contractor shall indemnify, defend with counsel approved in writing by County, and hold harmless, the County, its agents, officers, and employees from employer sanctions and any other liability which may be assessed against the Contractor or the County or both in connection with any alleged violation of any Federal or State statutes or regulations pertaining to the eligibility for employment of any persons performing work under this Contract.

### 19. ASSIGNMENT

The terms, covenants, and conditions contained herein shall apply to and bind the heirs, successors, executors, administrators, and assigns of the CONTRACTOR. No portion of this Agreement shall be assigned without the express written consent of COUNTY. Any attempt by CONTRACTOR to assign any portion of this Agreement without the express written consent of COUNTY shall be invalid and shall constitute a breach of this contract.

### 20. SUBCONTRACTS

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CONTRACTOR shall not subcontract for services under this Agreement without the prior written consent of DIRECTOR. If DIRECTOR consents in writing to a subcontract, in no event shall the subcontract alter, in any way, any legal responsibility of CONTRACTOR to COUNTY. DIRECTOR may refuse to pay obligations incurred under any subcontract that does not comply with the terms of this Agreement. All subcontracts must be in writing and copies of same shall be provided to DIRECTOR within thirty (30) days of execution. CONTRACTOR shall include in each subcontract any provision DIRECTOR may require

### 21. FISCAL ACCOUNTABILITY

- (a) <u>Financial Management System</u>. CONTRACTOR shall establish and maintain a sound financial management system, based upon generally accepted accounting principles. CONTRACTOR's system shall provide fiscal control and accounting procedures that will include the following:
  - (1) Information pertaining to tuition rates, payments, and educational assistance payments;
  - (2) Source documentation to support accounting records; and
  - (3) Proper charging of costs and cost allocation.
  - (b) <u>CONTRACTOR's Records</u>. CONTRACTOR's records shall be sufficient to:
    - (1) Permit preparation of required reports;
- (2) Permit the tracking of funds to a level of expenditure adequate to establish that funds have not been used in violation of the applicable restrictions on the use of such funds; and
- (3) Permit the tracking of program income, or profits earned, and any costs incurred (such as stand-in costs) that are otherwise allowable except for funding limitations.
  - (c) Costs Charged. Costs shall be charged to this Agreement only in accordance with the following:
    - (1) the Act;
    - (2) 20 C.F.R. Part 667; and
    - (3) State implementing legislation.

### 22. ACCESS AND RECORDS

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- (a) Access. COUNTY, the State of California and the United States Government and/or their representatives, shall have access, for purposes of monitoring, auditing, and examining, to CONTRACTOR'S activities, books, documents and papers (including computer records and emails) and to records of CONTRACTOR'S subcontractors, consultants, contracted employees, bookkeepers, accountants, employees and participants related to this Agreement. CONTRACTOR shall insert this condition in each agreement between CONTRACTOR and a subcontractor that is pursuant to this Agreement shall require the subcontractor to agree to this condition. Such agencies or representatives shall have the right to make excerpts, transcripts and photocopies of such records and to schedule on site monitoring at their discretion. Monitoring activities also may include, but are not limited to, questioning employees and participants and entering any premises or onto any site in which any of the services or activities funded hereunder are conducted or in which any of the records of CONTRACTOR are kept. CONTRACTOR shall make available its books, documents, papers, financial records, etc., within the timeframe specified after receipt of written demand by DIRECTOR which shall be deemed received upon date of sending. Standard business notification is 3 business days, and COUNTY will provide as much notice as possible. In the event CONTRACTOR does not make the above referenced documents available within the County of Orange. California, CONTRACTOR agrees to pay all necessary and reasonable expenses incurred by COUNTY, or COUNTY'S designee, in conducting any audit at the location where said records and books of account are maintained.
- (b) Records Retention. All accounting records and evidence pertaining to all costs of CONTRACTOR and all documents related to this Agreement shall be kept available at CONTRACTOR'S office or place of business for the duration of this Agreement and thereafter for four (4) years after completion of an audit. Records which relate to (1) complaints, claims, administrative proceedings or litigation arising out of the performance of this Agreement, or (2) costs and expenses of this Agreement to which COUNTY or any other governmental agency takes exception, shall be retained beyond the four (4) years until final resolution or disposition of such appeals, litigation, claims, or exceptions.

(c) <u>Liability</u>. CONTRACTOR shall pay to COUNTY the full amount of COUNTY'S liability to the State or Federal government or any agency thereof resulting from any disallowance or other audit exceptions to the extent that such liability is attributable to CONTRACTOR'S failure to perform under this Agreement.

### 23. FRAUD

CONTRACTOR shall immediately report all suspected or known instances and facts concerning possible fraud, abuse or criminal activity under this Agreement.

# 24. MODIFICATIONS/CHANGE ORDERS

(a) CONTRACT ADMINISTRATOR may at any time, by written order to CONTRACTOR, make changes within the general scope of this Agreement, in the definition of services and tasks to be performed, the manner in which services are performed, the time and place of performance thereof and additional related provisions. Such change orders may be made when necessitated by changes in the Orange County One-Stop System operations or performance, the operations or performance of CONTRACTOR, or changes in applicable statutes, regulations or State of California or Federal mandates or directives. CONTRACTOR may submit a program or budget modification request in response to change orders which significantly alter CONTRACTOR's Approved Training Programs.

CONTRACTOR and CONTRACT ADMINISTRATOR shall make a good faith effort to reach an agreement with respect to change orders, which affect the price of services under the Agreement. CONTRACTOR's protest or failure to agree to the amount of any adjustment to be made as a result of a change order shall be a dispute for which an appeal may be made pursuant to **Section 37** of this Agreement. Notwithstanding the foregoing, the price of services under this Agreement shall not be increased except by written modification of this Agreement indicating the new services and price of this Agreement if applicable. Until the parties reach agreement, CONTRACTOR shall not be obligated to assume increased performance under the change order beyond the limitation of funds established within this Agreement.

(b) CONTRACTOR may request changes in the scope of performance or services under this Agreement, by submitting a written request to CONTRACT ADMINISTRATOR describing the request and its

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impact on CONTRACTOR's Proposal, Approved Training Programs and Budget Schedule. CONTRACT ADMINISTRATOR will review the request and respond in writing within ten (10) business days. Requests shall be reviewed in light of all CID program activities. CONTRACT ADMINISTRATOR's decision whether to approve the request or request Board of Supervisors' approval shall be final. CONTRACT ADMINISTRATOR may approve a request that meets all of the following criteria:

- (1) It does not materially change other terms of this Agreement, and
- (2) It is supported by adequate consideration to COUNTY.

Board of Supervisors' action is necessary to approve a request from CONTRACTOR that does not satisfy all of the criteria listed above.

### 25. PARTICIPANTS

- (a) <u>Eligibility</u>. Only participants who have been determined to meet all federal eligibility requirements to receive training hereunder shall be enrolled by CONTRACTOR in any occupational training to be reimbursed hereunder. Determinations that participants meet federal eligibility requirements shall be made by One-Stop Centers funded by COUNTY, and, when applicable, by WIA Youth Service Providers.
- (b) <u>Benefits</u>. Benefits shall be provided to participants in accordance with the standards and requirements set forth in the Act (20 CFR, Part 663).
- (c) Rights and Privileges. All participants enrolled in courses pursuant to the Agreement shall be entitled to all the rights and privileges to which other CONTRACTOR students are entitled, including, but not limited to, special instruction, use of facilities on CONTRACTOR'S premises such as the libraries and learning centers, counseling, student body activities, and veterans' benefits. CONTRACTOR'S representatives will provide academic counseling for participants and inform them of CONTRACTOR'S services available to them.
- (d) <u>Labor Standards</u>. CONTRACTOR shall adhere to the Labor Standards described in the Act, including Section 181 of the Act, and all other applicable codes and regulations.
- (e) <u>Complaint Handling Procedures</u>. CONTRACTOR shall comply with the "Complaint Handling Procedures" under the Act, a copy of which is available from the DIRECTOR. CONTRACTOR shall advise

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participants of their right to file complaints under the Act and of the procedures for resolution of any complaints. CONTRACTOR shall follow COUNTY'S procedures for handling complaints which is available from the DIRECTOR alleging a violation of the Act, regulations, grants or other agreements under the Act, and any decision of the COUNTY, the State or the Federal government relating to the complaint shall be binding on and shall be followed by CONTRACTOR.

### (f) Nondiscrimination and Compliance Provisions

- (1) CONTRACTOR shall comply fully with the nondiscrimination and equal opportunity provisions of the Act (Section 188); the Nontraditional Employment for Women Act of 1991; Title VI of the Civil Rights Act of 1964, as amended; section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; the Americans with Disabilities Act of 1990; Title IX of the Education Amendments of 1972, as amended; the Equal Opportunity provisions in Executive Order 11246, as amended by Executive Order 11375 and supplemented by the requirements of 41 C.F.R. Part 60; and with all applicable requirements imposed by or pursuant to regulations or Executive Order implementing those laws, including, but not limited to, 29 C.F.R. Part 37. The United States, the State of California and COUNTY have the right to seek judicial enforcement of this requirement.
- (2) CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act (California Government Code, Section 12900 et seq.) and the regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made a part hereof as if set forth in full.
- (3) In the performance of this Agreement, CONTRACTOR and its subcontractors shall not deny the Agreement's benefits to any person on the basis of race, ancestry, national origin, religion, color, ethnic group identification, sex, age, mental or physical disability (including HIV and AIDS), medical condition (including cancer), marital status, use of family care leave, political affiliation or belief, nor will they unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of

race, ancestry, national origin, religion, color, ethnic group identification, sex, age, mental or physical disability (including HIV and AIDS), medical condition (including cancer), marital status, use of family care leave, political affiliation or belief. CONTRACTOR shall insure that the evaluation and treatment of employees and applicants for employment are free from such discrimination and harassment.

- (4) CONTRACTOR will include the non-discrimination and compliance provisions of this Section of the Agreement in all subcontracts to perform work under this Agreement.
- (5) CONTRACTOR will give written notice of its obligations under this Section of the Agreement to labor organizations with which CONTRACTOR has a collective bargaining or other agreement.
- (6) CONTRACTOR shall furnish any and all information requested by DIRECTOR and shall permit DIRECTOR access, during business hours, to books, records and accounts in order to ascertain CONTRACTOR'S compliance with the above non-discrimination requirements.

# 26. CONFIDENTIALITY

- (a) Without prejudice to any other section of this Agreement, CONTRACTOR shall, where applicable, maintain the confidential nature of information provided to it concerning participants in accordance with the requirements of federal and State law. However, CONTRACTOR shall submit to COUNTY, the State of California and/or the United States government or their representatives, all records requested for administrative purposes, including audits, examinations, monitoring and verification of reports submitted by CONTRACTOR, costs incurred and services rendered hereunder.
- (b) CONTRACTOR shall require all of its employees, agents, subcontractors and volunteer staff who may provide services to CONTRACTOR under this Agreement to sign an agreement with CONTRACTOR before commencing the provision of any such services, to maintain the confidentiality of any and all materials and information with which they may come into contact, or the identities or any identifying characteristics or information with respect to any and all participants referred to CONTRACTOR by COUNTY, except as may be required to provide services under this Agreement or to those specified in this Agreement as having the capacity to audit CONTRACTOR, and as to the latter, only during such audit.

CONTRACTOR shall provide reports and any other information required by COUNTY in the administration of this Agreement, and as otherwise permitted by law.

(c) The State of California Information Practices Act of 1977 sets forth certain requirements and safeguards regarding records pertaining to individuals, including the rights of access by the subject individual and by third parties. The disclosure of information from student records is governed by the Federal Family Educational Rights and Privacy Act (FERPA) and in part by the State of California Education Code and CONTRACTOR Policies Applying to the Disclosure of Information and Student Records. It is the purpose of these policies to provide reasonable interpretations of those laws and to protect the student's right to privacy. The Federal Family Educational Rights and Privacy Act (FERPA) is a U.S. federal law that protects the privacy of student records. Generally, this law states schools must have written permission from the student in order to release any information from a student's education record.

The CONTRACTOR shall be guided by the following principles: (1) the release of any personally identifiable student information to any third parties shall be managed in ways that are in compliance with FERPA and (2) the information in the student's file should be disclosed to the student upon request. Therefore, CONTRACTOR shall procure the written consent from students enrolled through the COUNTY allowing CONTRACTOR to disclose to the participants' employer, County of Orange, State of California, or U.S. Department of Labor student information such as grades, academic disputes and other matters related to a student's status as a student. Such consent shall be obtained materially in the form, titled Family Educational Rights and Privacy Act (FERPA) Authorization to Release Information to a Designated Third Party.

(d) CONTRACTOR agrees that any and all subcontracts entered into shall be subject to the confidentiality requirements of this Agreement.

### 27. MUTUAL INDEMNIFICATION

(a) CONTRACTOR agrees to indemnify, defend with counsel approved in writing by COUNTY, and hold COUNTY, the State of California, and the Orange County Workforce Investment Board, their elected and appointed officials, officers, employees, agents and those special districts and agencies which

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COUNTY'S Board of Supervisors acts as the governing Board ("COUNTY INDEMNITEES") harmless from any claims, demands or liability of any kind or nature, including but not limited to personal injury or property damage, arising from or related to the services, products or other performance provided by CONTRACTOR pursuant to this CONTRACT.

- (b) COUNTY agrees to indemnify and hold CONTRACTOR, and its elected and appointed officials, officers, employees, agents harmless from any claims, demands or liability of any kind or nature, including but not limited to personal injury or property damage, arising from or related to the services, products or other performance provided by COUNTY pursuant to this CONTRACT.
- (c) If judgment is entered against CONTRACTOR and COUNTY by a court of competent jurisdiction because of the concurrent active negligence of COUNTY or COUNTY INDEMNITEES, CONTRACTOR and COUNTY agree that liability will be apportioned as determined by the court. Neither party shall request a jury apportionment.

### 28. INSURANCE

- (a) Prior to the provision of services under this Agreement, the CONTRACTOR agrees to purchase all required insurance at CONTRACTOR'S expense and to deposit with DIRECTOR Certificates of Insurance, including all endorsements required herein, necessary to satisfy COUNTY that the insurance provision of this Agreement have been complied with and to keep such insurance coverage and the certificates therefore on deposit with DIRECTOR during the entire term of this Agreement. In addition, all subcontractors performing work on behalf of CONTRACTOR pursuant to this Agreement shall obtain insurance subject to the same terms and conditions as set forth herein for CONTRACTOR.
- (b) All insurance policies required by this Agreement shall declare any deductible or self-insured retention (SIR) in an amount in excess of \$25,000 (\$5,000 for automobile liability), which shall specifically be approved by the County Executive Office (CEO)/Office of Risk Management. CONTRACTOR shall be responsible for reimbursement of any deductible to the insurer. Any self-insured retentions (SIRs) or deductibles shall be clearly stated on the Certificate of Insurance. If the CONTRACTOR fails to maintain

insurance acceptable to the COUNTY for the full term of this Agreement, the COUNTY may terminate this Agreement.

- (c) If CONTRACTOR is a governmental entity, CONTRACTOR may elect to self-insure for the insurance coverage required by this Agreement.
- (d) The policy or policies of insurance required herein must be issued by an insurer licensed to do business in the State of California (California Admitted Carrier). If the insurer is not licensed to do business in the State of California, CEO/Office of Risk Management retains the right to approve or reject the insurer after a review of the insurer's performance and financial ratings.
- (e) The policy or policies of insurance required herein must be issued by an insurer with a minimum rating of "A- (Secure Best's Rating)" and a minimum financial rating of "VIII (Financial Size Category)," as determined by the most current edition of the Best's Key Rating Guide/Property-Casualty/United States or by going on-line to "ambest.com."
- (f) The policy or policies of insurance maintained by CONTRACTOR shall provide the minimum limits and coverage as set forth below:

Coverage	Minimum Limits
Commercial General Liability with Broad	\$1,000,000 combined single limit
Form Property Damage	per occurrence
Endorsement and Contractual Liability	\$2,000,000 Aggregate
Automobile Liability including all owned,	\$1,000,000 combined single limit per
non-owned and hired vehicles	occurrence
Workers' Compensation	Statutory
Employer's Liability	\$1,000,000 per occurrence

- (g) All liability insurance required by this Agreement shall be at least \$1,000,000 combined single limit per occurrence. The minimum aggregate limit for the Commercial General Liability policy shall be \$2,000,000.
- (h) The County of Orange, Orange County Workforce Investment Board, and State of California shall be added as an additional insured on all insurance policies required by this Agreement with respect to the services provided by CONTRACTOR under the terms of this Agreement (except Workers

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Compensation/Employer's Liability). An additional insured endorsement evidencing that the County of Orange is an additional insured shall accompany the Certificate of Insurance.

- (i) All insurance policies required by this Agreement shall be primary insurance, and any insurance maintained by the County of Orange shall be excess and non-contributing with insurance provided by these policies. An endorsement evidencing that CONTRACTOR'S insurance is primary and non-contributing shall specifically accompany the Certificate of Insurance for the Commercial General Liability.
- (j) All insurance policies required by this Agreement shall give the County of Orange 30 days notice in the event of cancellation. This shall be evidenced by an endorsement separate from the Certificate of Insurance. In addition, the cancellation clause must include language as follows, which edits the pre-printed ACORD certificate:

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

- (k) All insurance policies required by this Agreement shall waive all rights of subrogation against the County of Orange and members of the Board of Supervisors, its elected and appointed officials, officers, agents and employees when acting within the scope of their employment or appointment.
  - (I) The Commercial General Liability policy shall contain a severability of interests clause.
- (m) CONTRACTOR is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for Workers' Compensation or be self-insured in accordance with provisions of that code. CONTRACTOR will comply with such provisions and shall furnish COUNTY satisfactory evidence that CONTRACTOR has secured, for the period of this Agreement, statutory Workers' Compensation insurance and Employers' Liability insurance with minimum limits of \$1,000,000 per occurrence.

- (n) If CONTRACTOR fails to provide the insurance certificates and endorsements within seven (7) days of notification by CEO/Risk Management or by DIRECTOR, Agreement may be terminated.
- (o) COUNTY expressly retains the right to require CONTRACTOR to increase or decrease insurance of any of the above insurance types throughout the term of this Agreement. Any increase or decrease in insurance will be as deemed by CEO/Risk Management as appropriate to adequately protect COUNTY.
- (p) COUNTY shall notify CONTRACTOR in writing of changes in the insurance requirements. If CONTRACTOR does not deposit copies of acceptable certificates of insurance and endorsements with DIRECTOR incorporating such changes within thirty (30) days of receipt of such notice, this Agreement may be in breach without further notice to CONTRACTOR, and COUNTY shall be entitled to all legal remedies.
- (q) The procuring of such required policy or policies of insurance shall not be construed to limit CONTRACTOR'S liability hereunder or to fulfill the indemnification provisions and requirements of this Agreement.
- (r) The County of Orange Certificate of Insurance and the Special Endorsement for the County of Orange can be utilized to verify compliance with the above-mentioned insurance requirements in place of commercial insurance certificates and endorsements.

### 29. PATENT/COPYRIGHT MATERIALS/PROPRIETARY INFORMATION

CONTRACTOR agrees to grant the COUNTY, Federal and State governments a royalty-free, nonexclusive and irrevocable license to publish, copy, translate or use, now and hereafter, all materials, data, films, tapes, etc., developed under this Agreement including those covered by copyright. The COUNTY, Federal, and State governments reserve the right to authorize others to use or reproduce such materials. Further, the COUNTY, Federal, and State governments shall have access to any report, preliminary findings or data assembled by CONTRACTOR under this Agreement and shall retain ownership and patent rights to any discovery or invention under this Agreement, as provided in 29 CFR 97.34 and 97.36(i)(8&9).

### 30. INTELLECTUAL PROPERTY

Notwithstanding any provision to the contrary in this Agreement, no part of Section 30 will be exercised or enforced by either party unless CONTRACTOR is given federal, state or local funds in connection with this Agreement to develop a training program on behalf of the County, State or Federal entities for Workforce Investment Act training. This Agreement is for tuition reimbursement only, and no funds will be supplied to CONTRACTOR under this Agreement to develop a training program. This provision will survive any termination of this Agreement.

(a) <u>Federal Funding</u>. In any Agreement funded in whole or in part by the federal government, COUNTY may acquire and maintain the Intellectual Property rights, title, and ownership, which result directly or indirectly from the Agreement, except as provided in 37 Code of Federal Regulations part 401.14. CONTRACTOR agrees to grant the COUNTY, Federal and State governments a royalty-free, non-exclusive, irrevocable, paid-up license throughout the world to use, duplicate, or dispose of such Intellectual Property throughout the world in any manner for governmental purposes and to have and permit others to do so.

### (b) Ownership.

- (1) Except where COUNTY has agreed in a signed writing to accept a license, COUNTY shall be and remain, without additional compensation, the sole owner of any and all rights, title and interest in all intellectual property, from the moment of creation, whether or not jointly conceived, that are made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement.
- (2) For the purposes of this Agreement, Intellectual Property means recognized protectable rights and interest such as: patents, (whether or not issued) copyrights, trademarks, service marks, applications for any of the foregoing, inventions, trade secrets, trade dress, logos, insignia, color combinations, slogans, moral rights, right of publicity, author's rights, contract and licensing rights, works, mask works, industrial design rights, rights of priority, know how, design flows, methodologies, devices, business processes, developments, innovations, good will, any data or information maintained, collected or stored in the ordinary course of business by COUNTY, and all other legal rights protecting intangible proprietary information as

may exist now and/or hereafter come into existence, and all renewals and extensions, regardless of whether those rights arise under the laws of the United States, or any other state, country or jurisdiction.

- (3) For the purposes of the definition of Intellectual Property, "works" means all literary works, writings and printed matter including the medium by which they are recorded or reproduced, photographs, art work, pictorial and graphic representations and works of a similar nature, film, motion pictures, digital images, animation cells, and other audiovisual works including positives and negatives thereof, sound recordings, tapes, educational materials, interactive videos, computer software and any other materials or products created, produced, conceptualized and fixed in a tangible medium of expression. It includes preliminary and final products and any materials and information developed for the purposes of producing those final products. "Works" does not include articles submitted to peer review or reference journals or independent research projects.
- (4) In the performance of this Agreement, CONTRACTOR may exercise and utilize certain of its Intellectual Property in existence prior to the effective date of this Agreement. In addition, under this Agreement, CONTRACTOR may access and utilize certain of COUNTY'S Intellectual Property in existence prior to the effective date of this Agreement. Except as otherwise set forth herein, CONTRACTOR shall not use any of COUNTY'S Intellectual Property now existing or hereafter existing for any purposes without the prior written permission of COUNTY. Except as otherwise set forth herein, neither the CONTRACTOR nor COUNTY shall give any ownership interest in or rights to its Intellectual Property to the other Party. If, during the term of this Agreement, CONTRACTOR accesses any third-party Intellectual Property that is licensed to COUNTY, CONTRACTOR agrees to abide by all license and confidentiality restrictions applicable to COUNTY in the third-party's license agreement.
- (5) CONTRACTOR agrees to cooperate with COUNTY in establishing or maintaining COUNTY'S exclusive rights in the Intellectual Property, and in assuring COUNTY'S sole rights against third parties with respect to the intellectual Property. If the CONTRACTOR enters into any agreements or subcontracts with other parties in order to perform this Agreement, CONTRACTOR shall require the terms of the agreement(s) to include all Intellectual Property provisions of paragraphs thirty-three (33) (a) through thirty-three (i). Such

 terms must include, but are not limited to, the subcontractor assigning and agreeing to assign to COUNTY all rights, title and interest in Intellectual Property made, conceived, derived from, or reduced to practice by the subcontractor, CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement or any subcontract.

- (6) Pursuant to paragraph thirty-three (b) (4) of the Intellectual Property Provisions of this Agreement, the requirement for the CONTRACTOR to include all Intellectual Property Provisions of paragraph thirty three a) through thirty-three i) of the Intellectual Property Provisions in all agreements and subcontracts it enters into with other parties does not apply to agreements or subcontracts that are for customized and on-the-job training as authorized under 20 CFR 663.700-730.
- (7) CONTRACTOR further agrees to assist and cooperate with COUNTY in all reasonable respects, and execute all documents and, subject to reasonable availability, give testimony and take all further acts reasonably necessary to acquire, transfer, maintain, and enforce COUNTY'S Intellectual Property rights and interests.

### (c) Retained Rights/License Rights.

- (1) Except for Intellectual Property made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement, CONTRACTOR shall retain title to all of its Intellectual Property to the extent such Intellectual Property is in existence prior to the effective date of this Agreement. CONTRACTOR hereby grants to COUNTY, without additional compensation, a permanent, non-exclusive, royalty free, paid¬-up, worldwide, irrevocable, perpetual, non-terminable license to use, reproduce, manufacture, sell, offer to sell, import, export, modify, publicly and privately display/perform, distribute, and dispose of CONTRACTOR'S Intellectual Property with the right to sublicense through multiple layers, for any purpose whatsoever, to the extent it is incorporated in the Intellectual Property resulting from this Agreement, unless CONTRACTOR assigns all rights, title and interest in the Intellectual Property as set forth herein.
- (2) Nothing in this provision shall restrict, limit, or otherwise prevent CONTRACTOR from using any ideas, concepts, know-how, methodology or techniques related to its performance under this Agreement,

provided that CONTRACTOR'S use does not infringe the patent, copyright, trademark rights, license or other Intellectual Property rights of COUNTY or third party, or result in a breach or default of any provisions of paragraphs thirty three (a) through thirty-three (i) or result in a breach of any provisions of law relating to confidentiality.

### (d) Copyright.

- (1) CONTRACTOR agrees that for purposes of copyright law, all works (as defined in Ownership, paragraph thirty-three (b) (2) (i) of authorship made by or on behalf of CONTRACTOR in connection with CONTRACTOR'S performance of this Agreement shall be deemed "works made for hire." CONTRACTOR further agrees that the work of each person utilized by CONTRACTOR in connection with the performance of this Agreement will be a "work made for hire," whether that person is an employee of CONTRACTOR or that person has entered into an agreement with CONTRACTOR to perform the work. CONTRACTOR shall enter into a written agreement with any such person that (i) all work performed for CONTRACTOR shall be deemed a "work made for hire" under the Copyright Act and (ii) that person shall assign all right, title, and interest to COUNTY to any work product made, conceived, derived from or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement.
- (2) All materials, including, but not limited to, computer software, visual works or text, reproduced or distributed pursuant to this Agreement that include Intellectual Property made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement may not be reproduced or disseminated without prior written permission from COUNTY.
- (e) <u>Patent Rights</u>. With respect to inventions made by CONTRACTOR in the performance of this Agreement, which did not result from research and development specifically included in the Agreement's scope of work, CONTRACTOR hereby grants to COUNTY a license as described under paragraph thirty three (c) for devices or material incorporating, or made through the use of such inventions. If such inventions result from research and development work specifically included within the Agreement's scope of work, then CONTRACTOR agrees to assign to COUNTY, without additional compensation, all its right, title and interest

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in and to such inventions and to assist COUNTY in securing United States and foreign patents with respect thereto.

(f) Third-Party Intellectual Property. Except as provided herein, CONTRACTOR agrees that its performance of this Agreement shall not be dependent upon or include any Intellectual Property of CONTRACTOR or third party without first: (i) obtaining COUNTY'S prior written approval; and (ii) granting to or obtaining for COUNTY'S, without additional compensation, a license, as described in paragraph thirtythree (c), for any of CONTRACTOR'S or third-party's Intellectual Property in existence prior to the effective date of this Agreement. If such a license upon these terms is unattainable, and COUNTY determines that the Intellectual Property should be included in or is required for CONTRACTOR'S performance of this Agreement, CONTRACTOR shall obtain a license under terms acceptable to COUNTY.

### (g) Warranties.

- (1) CONTRACTOR represents and warrants that:
- (i) CONTRACTOR has secured and will secure all rights and licenses necessary for its performance of this Agreement.
- (ii) Neither CONTRACTOR'S performance of this Agreement, nor the exercise by either Party of the rights granted in this Agreement, nor any use, reproduction, manufacture, sale, offer to sell, import, export, modification, public and private display/performance, distribution, and disposition of the Intellectual Property made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement will infringe upon or violate any Intellectual Property right, non-disclosure obligation, or other proprietary right or interest of any third-party or entity now existing under the laws of, or hereafter existing or issued by, any state, the United States, or any foreign country. There are currently no actual or threatened claims by any such third party based on an alleged violation of any such right by CONTRACTOR.
- (iii) Neither CONTRACTOR'S performance nor any part of its performance will violate the right of privacy of, or constitute a libel or slander against any person or entity.

- (iv) CONTRACTOR has secured and will secure all rights and licenses necessary for Intellectual Property including, but not limited to, consents, waivers or releases from all authors of music or performances used, and talent (radio, television and motion picture talent), owners of any interest in and to real estate, sites locations, property or props that may be used or shown.
- (v) CONTRACTOR has not granted and shall not grant to any person or entity any right that would or might derogate, encumber, or interfere with any of the rights granted to COUNTY in this Agreement.
- (vi) CONTRACTOR has appropriate systems and controls in place to ensure that state funds will not be used in the performance of this Agreement for the acquisition, operation or maintenance of computer software in violation of copyright laws.
- (vii) CONTRACTOR has no knowledge of any outstanding claims, licenses or other charges, liens or encumbrances of any kind or nature whatsoever that could affect in any way CONTRACTOR'S performance of this Agreement.
- (2) CONTRACTOR ACKNOWLEDGES AND AGREES THAT COUNTY MAKES NO WARRANTY THAT THE INTELLECTUAL PROPERTY RESULTING FROM THIS AGREEMENT DOES NOT INFRINGE UPON ANY PATENT, TRADEMARK, COPYRIGHT OR THE LIKE, NOW EXISTING OR SUBSEQUENTLY ISSUED.

### (h) Intellectual Property Indemnity.

(1) CONTRACTOR shall indemnify, defend and hold harmless COUNTY and its licensees and assignees, and its officers, directors, employees, agents, representatives, successors, and users of its products, ("Indemnities") from and against all claims, actions, damages, losses, liabilities (or actions or proceedings with respect to any thereof), whether or not rightful, arising from any and all actions or claims by any third party or expenses related thereto (including, but not limited to, all legal expenses, court costs, and attorney's fees incurred in investigating, preparing, serving as a witness in, or defending against, any such claim action, or proceeding, commenced or threatened) to which any of the Indemnities may be subject, whether or not CONTRACTOR is a party to any pending or threatened litigation, which arise out of or are related to (i) the incorrectness or breach of any of the representations, warranties, covenants or

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agreements of CONTRACTOR pertaining to Intellectual Property; or (ii) any Intellectual Property infringement, or any other type of actual or alleged infringement claim, arising out of COUNTY'S use, reproduction, manufacture, sale, offer to sell, distribution, import, export, modification, public and private performance/display, license, and disposition of the Intellectual Property made, conceived, derived from, or reduced to practice by CONTRACTOR or COUNTY and which result directly or indirectly from this Agreement. This indemnity obligation shall apply irrespective of whether the infringement claim is based on a patent, trademark or copyright registration that was issued after the effective date of this Agreement. COUNTY reserves the right to participate in and/or control, at CONTRACTOR'S expense, any such infringement action brought against COUNTY.

- (2) Should any Intellectual Property licensed by the CONTRACTOR to COUNTY under this Agreement become the subject of an Intellectual Property infringement claim CONTRACTOR will exercise its authority reasonably and in good faith to preserve COUNTY'S right to use the licensed Intellectual Property in accordance with this Agreement at no expense to COUNTY. COUNTY shall have the right to monitor and appear through its own counsel (at CONTRACTOR'S expense) in any such claim or action. In the defense or settlement of the claim, CONTRACTOR may obtain the right for COUNTY to continue using the licensed intellectual Property or, replace or modify the licensed Intellectual Property, so that the replaced or modified Intellectual Property becomes non-infringing provided that such replacement or modification is functionally equivalent to the original licensed Intellectual Property. If such remedies are not reasonably available, COUNTY may be entitled to a refund of all monies paid under this Agreement, without restriction or limitation of any other rights and remedies available at law or in equity.
- (3) CONTRACTOR agrees that damages alone would be inadequate to compensate COUNTY for breach of any term of these Intellectual Property provisions of paragraphs thirty three (a) through thirty-three (i) by CONTRACTOR. CONTRACTOR acknowledges COUNTY would suffer irreparable harm in the event of such breach and agrees COUNTY shall be entitled to obtain equitable relief, including without limitation an injunction, from a court of competent jurisdiction, without restriction or limitation of any other rights and remedies available at law or in equity.

(i) <u>Survival</u>. The provisions set forth herein shall survive any termination or expiration of this Agreement or any project schedule.

### 31. CORPORATE STATUS

If CONTRACTOR is a corporation, it shall be in good standing, without suspension by the California Secretary of State, Franchise Tax Board or Internal Revenue Service. Any change in the corporate status or suspension shall be reported immediately in writing to DIRECTOR.

### 32. STANDARDS OF CONDUCT

- (a) <u>General Assurance</u>. Every reasonable course of action will be taken by CONTRACTOR in order to maintain the integrity of this expenditure of public funds and to avoid favoritism and questionable or improper conduct. This Agreement will be administered in an impartial manner, free from efforts to gain personal, financial or political gain. CONTRACTOR, its officers and employees, in administering this Agreement, will avoid situations which give rise to a suggestion that any decision was influenced by prejudice, bias, special interest or desire for personal gain.
- (b) Employment of Former State or COUNTY Employees. CONTRACTOR will ensure that any of its employees who were formerly employed by the State of California or the County of Orange, in a position that could have enabled such individuals to impact policy regarding or implementation of programs covered by this Agreement, will not be assigned to any part or phase of the activities conducted pursuant to this Agreement for a period of not less than two (2) years following the termination of such employment.
- (c) <u>Conducting Business Involving Relatives</u>. No relative by blood, adoption or marriage of any executive or employee of CONTRACTOR will receive favorable treatment when considered for enrollment in programs provided by, or employment with, CONTRACTOR.
- (d) <u>Conducting Business Involving Close Personal Friends and Associates</u>. Executives and employees of CONTRACTOR will be particularly aware of the varying degrees of influence that can be exerted by personal friends and associates and, in administering this Agreement, will exercise due diligence to avoid situations which give rise to an assertion that favorable treatment is being granted to friends and associates.

(e) Avoidance of Conflict of Economic Interest. No executive or employee of CONTRACTOR, elected official in the area, or voting or non-voting member of a WIB, will solicit or accept money or any other consideration from a third person, for the performance of an act reimbursed in whole or part by CONTRACTOR or COUNTY. Supplies, materials, equipment or services purchased with Agreement funds will be used solely for purposes allowed under this Agreement. No voting member of the OCWIB will cast a vote on the provision of services by that member (or any organization which that member represents) or vote on any matter which would provide direct financial benefit to that member or any business or organization which the member directly represents.

### 33. INDEPENDENT CONTRACTOR

CONTRACTOR agrees that the services provided hereunder are rendered in its capacity as an independent contractor and that neither it nor its employees are in any way agent(s) of COUNTY, nor shall CONTRACTOR or its employees be entitled to any personnel benefits of COUNTY whatsoever.

### 34. SWEATFREE CODE OF CONDUCT

All CONTRACTORS contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, or supplies have been furnished to the Contractor from sources that include sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The CONTRACTOR further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

The CONTRACTOR agrees to cooperate fully in providing reasonable access to the CONTRACTOR's records, documents, agents or employees, or premises if reasonably required by authorized officials of the State or COUNTY, the Department of Industrial Relations, or the Department of Justice to determine the CONTRACTOR's compliance with the requirements under paragraph a of the Sweatfree Code of Conduct.

### 35. DRUG FREE WORKPLACE

CONTRACTOR shall execute and abide by the Drug Free Workplace Certification attached hereto as Exhibit "E" and incorporated herein by this reference.

### 36. DEBARMENT

CONTRACTOR shall execute and abide by the Debarment & Suspension Certification attached hereto as Exhibit "F" and incorporated herein by this reference and by so doing declares that it is not debarred or suspended or otherwise excluded from or ineligible for participation in Federal/State assistance programs in accordance with 29 C.F.R. Part 98.

### 37. SECTARIAN ACTIVITIES

CONTRACTOR agrees that this Agreement will not provide for the advancement or aid to any religious sect, church or creed for a purpose that is sectarian in nature, nor will it help to support or sustain any school, college, university, hospital or other institution controlled by any religious creed, church, or sectarian denomination. However, in accordance with Presidential Executive Order No. 13279, issued December, 2002, CONTRACTOR shall also provide and promote equal treatment to all faith-based organizations in administering its federally-funded activities.

#### 38. LITERATURE

Any literature distributed by CONTRACTOR for the purpose of apprising businesses, participants, or the general public of its programs under this Agreement shall state that its programs are supported by the County of Orange and the Orange County Workforce Investment Board, and shall state that the program is an "equal opportunity employer/program" and that "auxiliary aids and services are available upon request to individuals with disabilities."

# 39. LOBBYING

(a) CONTRACTOR shall execute and abide by the terms of the "Certification Regarding Lobbying," which is attached hereto as Exhibit "G" and incorporated herein by this reference. CONTRACTOR shall complete and immediately forward to CONTRACT ADMINISTRATOR the "Disclosure Form to Report Lobbying," a copy of which is attached hereto as Exhibit "H", incorporated herein by this reference, if

CONTRACTOR, or any person, firm or corporation acting on CONTRACTOR's behalf, engaged or engages in lobbying any federal officer, employee, elected official or agency with respect to this Agreement or the funds to be received by CONTRACTOR pursuant to this Agreement.

(b) CONTRACTOR agrees that the funds provided herein shall not be used to promote, directly or indirectly, any political party, political candidate or political activity, except as permitted by law.

### 40. BREACH - SANCTIONS

If, through any cause, CONTRACTOR violates any of the terms and conditions of this Agreement, or any prior Agreements whereby grant funds were received by CONTRACTOR, or if CONTRACTOR reports inaccurately, or if an audit report makes disallowances, CONTRACTOR shall promptly remedy its acts or omissions and/or repay COUNTY all amounts due COUNTY as a result thereof. For any such failures or violations COUNTY shall also have the right, at its sole discretion, to: (1) immediately discontinue program support until such time as CONTRACTOR fulfills its obligations or remedies all violations of this Agreement or prior Agreements; and/or (2) collect outstanding amounts, as determined by CONTRACT ADMINISTRATOR to be due COUNTY from CONTRACTOR, by offsetting or debiting from current claims or invoices, if after thirty (30) days written notice CONTRACTOR has failed to repay same or a repayment schedule has not been made; and/or (3) terminate this Agreement in accordance with Section 4 herein. CONTRACT ADMINISTRATOR shall give CONTRACTOR written notice of any action pursuant to this paragraph, which notice shall be deemed served on the date of mailing.

### 41. DISPUTES

Except as otherwise provided in this Agreement, any dispute concerning any question arising after the commencement of this Agreement shall be decided by CONTRACT ADMINISTRATOR. In such a case, CONTRACT ADMINISTRATOR shall reduce its decision to writing and mail or otherwise furnish a copy thereof to CONTRACTOR. The decision of CONTRACT ADMINISTRATOR shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, CONTRACT ADMINISTRATOR receives from CONTRACTOR a written request to appeal said decision to the COUNTY

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Board of Supervisors. Pending final decision of the appeal, CONTRACTOR shall act in accordance with the written decision of CONTRACT ADMINISTRATOR.

### 42. TOTAL AGREEMENT

This Agreement, together with the attachments hereto, expresses the total understanding of the parties with respect to the subject matter of this Agreement. There are no oral understanding of the parties or terms and conditions other than as stated herein.

# 43. CHILD SUPPORT ENFORCEMENT

In order to comply with child support enforcement requirements of the County of Orange, CONTRACTOR shall execute and abide by the "Child Support Enforcement Provision" (for profit only providers) attached hereto as Exhibit "I" and incorporated herein by this reference within thirty (30) days of award of contract.

Failure of CONTRACTOR to timely submit the data and/or certifications required above or to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment shall constitute a material breach of this Agreement. Failure to cure such breach within sixty (60) days of notice from COUNTY shall constitute grounds for termination of this Agreement.

# 44. EDD INDEPENDENT CONTRACTOR REPORTING REQUIREMENTS

CONTRACTOR shall execute and abide by the "EDD Independent Contractor Reporting Requirements Certification" attached hereto as Exhibit "J" and incorporated herein by this reference.

### 45. NOTICES

All notices, reports and correspondence between the parties hereto respecting this Agreement shall be in writing and deposited in the United States Mail, postage prepaid, addressed as follows:

COUNTY:

**OC Community Resources** 

OC Community Services / Community Investment Division

1300 S. Grand Avenue, Bldg. "B", 3rd Floor

Santa Ana, CA 92705

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CONTRACTOR: Irvine Valley College

28000 Marguerite Parkway

Mission Viejo, CA 92692-3635

Attn: David Gatewood

### 46. GOVERNING LAW AND VENUE

This Agreement has been negotiated and executed in the state of California and shall be governed by and construed under the laws of the state of California. In the event of any legal action to enforce or interpret this Agreement, the sole and exclusive venue shall be a court of competent jurisdiction located in Orange County, California, and the parties agree to and do hereby submit to the jurisdiction of such court, notwithstanding Code of Civil Procedure Section 394. Furthermore, the parties specifically agree to waive any and all rights to request that an action be transferred for trial to another County.

### 47. WAIVER

No delay or omission by either party to exercise any right or power accruing upon any noncompliance or default by the other party with respect to any of the terms of this Agreement shall impair any such right or power or be construed to be a waiver thereof. A waiver by either of the parties hereto of any of the covenants, conditions, or agreements to be performed by the other shall not be construed to be a waiver of any succeeding breach thereof or of any other covenant, condition or agreement herein contained.

### 48. PUBLICITY

Information and solicitations, prepared and released by CONTRACTOR, concerning the services provided under this Agreement, shall state that the program, wholly or in part, is funded by the County of Orange and the Orange County Workforce Investment Board.

### 49. CALENDAR DAYS

Any reference to the word "day" or "days" herein shall mean calendar day or calendar days, respectively, unless otherwise expressly provided.

### 50. ATTORNEY'S FEES

# Exhibit A Page 39 of 56 Agreement #X7

In any action or proceeding to enforce or interpret any provision of this CONTRACT, or where any provision hereof is validly asserted as a defense, each party shall bear its own attorney's fees, costs and expenses.

### 51. INTERPRETATION

This CONTRACT has been negotiated at arm's length and between persons sophisticated and knowledgeable in the matters dealt with in this CONTRACT. In addition, each party had been represented by experienced and knowledgeable independent legal counsel of their own choosing or has knowingly declined to seek such counsel despite being encouraged and given the opportunity to do so. Each party further acknowledges that they have not been influenced to any extent whatsoever in executing this CONTRACT by any other party hereto or by any person representing them, or both. Accordingly, any rule or law (including California Civil Code Section 1654) or legal decision that would require interpretation of any ambiguities in this CONTRACT against the party that has drafted it is not applicable and is waived. The provisions of this CONTRACT shall be interpreted in a reasonable manner to affect the purpose of the parties and this CONTRACT.

### 52. PRECEDENCE

The documents herein consist of this Agreement and its attachments and exhibits. In the event of a conflict between or among the Agreement documents, the order of precedence shall be the provisions of the main body of this Agreement, i.e., those provisions set forth in the recitals and articles of this Agreement, and then Attachments and Exhibits.

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# Exhibit A Page 40 of 56

IN WITNESS WHEREOF, the parties hereto certify that they have read and understand all the terms and conditions contained herein and have duly authorized and caused this Agreement to be executed as of the date stated below written.

	Subdivision of the State of California
Dated:	By: Steve Franks Director, OC Community Resources
	"CONTRACTOR"*
	Irvine Valley College
Dated:	Ву:
	Title:
Dated:	Ву:
	Title:

\*[Authorized signatures for corporations. Requirement of two signatures as follows: (1) One signature by the Chairman of the Board, the President or any Vice President, and (2) one signature by the Secretary, any Assistant Secretary, the Chief Financial Officer or an Assistant Treasurer. For contractors that are not corporations, a person who has the authority to bind the contractor to a contract.]

### **GENERAL PROGRAM REQUIREMENTS**

The General Program Requirements have been designed to provide the framework wherein the Contractor will provide training services to participants who are referred by the Orange County Workforce Investment Act (WIA) One-Stop System and WIA Youth Providers.

### I. Governance

Contractor agrees to comply, remain informed, and deliver services consistent with the provisions of the Workforce Investment Act (WIA), Orange County Workforce Investment Board Policy, Orange County Workforce Investment Area's Strategic Five-Year Plan, applicable sections of the Welfare and Institutions Code, the California Education Code, the Rehabilitation Act, negotiated Memoranda of Understanding, federal and state governance documents and/or any other appropriate statutes or requirements, related to the services provided in this Agreement. Where local policy has not been set, Contractor agrees to adhere to state or federal policy, as appropriate.

- A. Workforce Investment Act of 1998
- B. Department of Labor, Employment and Training Administration, 20 CFR Part 652 et al. Workforce Investment Act; Final Rules.
- C. State of California Employment Development Department, WIAD06-15 Workforce Investment Act Eligible Training Provider List Policy and Procedures, and any subsequent updates.
- C. Information Bulletins, Directives and any other federal and state guidance documents pertaining to the WIA.
- D. All actions, directives, and policy and procedures issued by OC Community Services/Community Investment Division/Orange County Workforce Investment Board or staff.

### II. Approved Training Partner Directory

- A. The WIA requires states to establish a list of training providers that are eligible to receive the WIA funds for training services [WIA Section 122 and 20 CFR 663.500]. Section 134 of the WIA requires that local boards establish a listing of training services and programs that are directly linked to the demand occupations for that area.
- B. The State of California Eligible Training Provider List (ETPL) identifies approved training programs. Using the ETPL, the COUNTY has established the Approved Training Partner Directory (ATPD).
- C. Training programs listed on the ATPD are specifically selected as those that provide comprehensive training programs in demand occupations and which lead to a certificate, degree, credential, skill or competency.
- D. Contractor may add new training programs on the ATPD so long as the training programs are listed on the ETPL and meet the demand occupation criteria for Orange County. New training programs will be listed on the following month's ATPD.
- E. Training programs that are de-listed from the ETPL will be de-listed from the ATPD.

### III. Referrals

- A. Training referrals by the One-Stop System and WIA Youth Providers are based on customer choice.
- B. Participants who are eligible to receive training services under the WIA as determined by the One-Stop System or WIA Youth Provider shall have an Individual Training Account (ITA) established in their name.
- C. Contractor shall not permit a participant to begin training until the ITA has been approved and Contractor has received official notification from the County.

### IV. Program Costs

- A. The program costs listed on the Approved Training Programs (Exhibit B) shall be the same costs listed on the ETPL and ATPD.
- B. Program costs shall not be updated on the ATPD and the Approved Training Programs (Exhibit B) until the ETPL has been modified.
- C. Tuition increases shall not be applied to WIA participants enrolled in the training program at the time of the increase.
- D. The training provider will not be reimbursed for participants who attended less than 7 business days of the training program.

### VI. Placement Services

- A. Contractor shall assist students with job placement services.
- B. Job placement services may include, but are not limited to career counseling; résumé writing; job search assistance; information about or hosting job fairs; interviewing techniques; and job postings.

#### V. Insurance

- A. Contractor must submit all insurance documentation within 30 days of the expiration date, in accordance with Section 28 of this Agreement.
- B. Failure to submit all required insurance documentation may result in the suspension of referrals and tuition payments.

### VII. Payments

- A. To receive payments for participants who completed their training program, Contractor must submit:
  - 1. Invoice signed by approved school official.
  - 2. Transcripts, copy of certificate, or written verification attached from registrar or other school official verifying participant has completed training.
- B. To receive payments for participants who attended 8 or more business days of the training program, but did not complete the program. Contractor must submit:
  - 1. Attendance records which verify the number of training hours completed or written verification attached from registrar or other school official verifying last date of attendance.
  - 2. Invoice signed by approved school official.

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Agreement #X7
Exhibit B-1 (1 of 2)
Revised January 11, 2011

### **APPROVED TRAINING PROGRAMS**

The following training programs are approved for referrals from the Orange County One-Stop Center and WIA Youth Employment Programs. Referrals to a training provider/training program do not guarantee enrollment.

### **Training Location:**

# 5500 Irvine Center Drive Irvine, CA 92618

	State		Total	Total
Title	ID	Program Code	Hours	Cost
Accounting	2536	52030112300000	357	1,533.00
Accounting: Computerized	2536	52030212300000	117	648.00
Accounting: Financial	2536	52030412300000	133	632.00
Accounting: Financial / Managerial	2536	52030412300100	200	746.00
Accounting: Income Tax	2536	52039912300100	100	637.00
Accounting: Payroll	2536	52039912300000	183	606.00
Administration of Justice : Law Enforcement	2536	43010712300000	449	2,108.00
Administration of Justice: Supervision	2536	43010712300100	449	2,090.00
Administrative Dental Assistant (Internet)	2536	51071022300000	150	1,595.00
Administrative Specialist w/Medical				
Billing/Coding (Internet)	2536	51071322300000	300	1,995.00
AutoCAD 2009 (Internet)	2536	15130222300000	150	1,995.00
Clinical Dental Assistant (Internet)	2536	51060122300000	240	1,995.00
Computer Information Management:				
Administrative / Word Processing	2536	52040812300000	299	1,043.00
Computer Information Management: Digital				
Graphics Applications	2536	10030412300000	249	751.00
Computer Information Management: Digital				
Media Technologies	2536	10030312300000	449	1,508.00
Computer Information Management: Local				
Area Networks, CISCO	2536	11100212300000	424	1,661.00
Computer Information Management:				
Microcomputer Applications Emphasis	2536	52040812300100	357	1,371.00
Computer Information Management:				
Spreadsheets	2536	52040812300200	283	1,226.00
Computer Science: Computer Language	2536	11020112300000	465	1,955.00
Design, Model Making, and Rapid Prototyping	2536	15130212300000	407	992.00
Digital Media Art: 2D Animation	2536	10030412300100	175	511.00
Digital Media Art: Desktop Publishing	2536	10030312300100	374	1,390.00
Digital Media Art: Digital Photography	2536	50060512300000	166	619.00
Digital Media Art: Digital Publishing	2536	10030312300200	192	776.00
Digital Media Art: Graphic Design	2536	50040912300000	399	1,366.00
Digital Media Art: Multimedia Design	2536	11080112300200	266	734.00
Digital Media Art: Web Authoring	2536	11080112300000	366	1,222.00
Digital Media Art: Web Page Authoring	2536	11080112300100	208	835.00

#### Exhibit A

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Name of Training Program	ETPL Program Code	ETPL Agregoest #65t State   Darhibit B (2 of 2)	
MGT: Business Management/Manufacturing	52020512300000	2536	\$1,516.00
MGT: Business Management/Supervision	52020412300000	2536	\$1,741.00
MGT: Retail Management	52180312300000	2536	\$2,666.00
Pharmacy Technician	51080522300000	2536	\$1,995.00
Phys Education: Fitness Specialist	31050112300000	2536	\$1,298.00
Real Estate	52150112300000	2536	\$1,826.00

- 1. Compensation for the services provided by Contractor hereunder shall be at a rate that is less than or equal to Contractor's published tuition rate on the ETPL, and shall not exceed \$6,500.00 per participant after deduction of Pell or other Education Assistance received.
- 2. To be eligible to receive payment for training not completed by an enrolled participant, verification of the total number of hours of training actually completed by the participant, as evidenced by time sheets, attendance records signed by the participant, or such other documentation as may be deemed satisfactory proof by County and proof of Contractor's tuition refund policy in effect at the time this Agreement is executed;
- 3. All programs, courses or classes shall remain listed on the ETPL in good standing; failure to remain on the ETPL shall result in termination of this contract.
- 4. Additional training programs can be added to Exhibit B. All training programs must listed on the ETPL and meet the demand occupation criteria.
- 5. Price increases or decreases must be listed on the ETPL prior to modifying Exhibit B.

Exhibit A
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Agreement #X7
Exhibit C

### **PERFORMANCE CRITERIA**

20 CFR 663.535(2)(e) allows local boards to implement performance levels for the local training provider list. The following outlines the performance policy for training providers listed on the Approved Training Partner Directory (ATPD).

#### 1. Quarterly Training Provider Performance

- a. Contractor must have a cumulative quarterly Completion Rate of 75% and a cumulative Entered Employment Rate of 75% for WIA participants for all approved training programs.
- b. The Completion Rate is determined by the number of participants who completed or dropped out of the program divided by the number of participants who completed the program.
- c. The Entered Employment Rate the number of students who completed the training program divided by the number of participants who were employed in training related employment within 180 days of completing the training program.
- d. If Contractor fails to meet the 75% criteria for both the Completion Rate and the Entered Employment Rate for two consecutive quarters, Contractor may be suspended from receiving referrals until the Completion Rate and Entered Employment Rate meets performance levels. County will complete an administrative review to determine the cause for not meeting performance and determine if suspension of referrals is required.

### 2. Annual Training Provider Performance

- a. Annual Performance for Completion Rate and Entered Employment Rate will be calculated at the end of each Program Year for all WIA participants.
- b. If Contractor falls below the 75% Completion Rate and Entered Employment Rate shall be de-listed from the OCWIB Approved Training Partner Directory.

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Agreement #X7
Exhibit D

#### **PELL GRANTS**

- 1. CONTRACTOR'S Financial Aid Officer shall inform COUNTY of the amounts and disposition of all Higher Education Act (HEA) Title IV awards and other types of financial aid to WIA participants.
- 2. If PELL or HEA Title IV funds are available to a participant whose training is funded pursuant to this agreement, the additional regulations set forth in the Department of Labor, Employment and Training Administration, 20 CFR Part 652 et al. Workforce Investment Act Final Rule are applicable and CONTRACTOR shall abide by all said regulations.
- 3. WIA Regulations section 663.320 specifically requires that WIA funds are not to be used to pay for the cost of training when PELL Grant funds or other grant assistance is available.
- 4. WIA participants may enroll in a training program with WIA funds while an application for PELL Grant funds is pending.
- 5. WIA Regulations section 663.320 requires that the local workforce investment area (the COUNTY) be reimbursed for the amount of the PELL Grant used for training if the participant's PELL Grant application is approved.
- 6. Any participant awarded a PELL Grants must be a party to an Agreement between the COUNTY and the CONTRACTOR indicating the portion of the grant to be applied to participant shall be valid.

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Agreement #X7
Exhibit E

# DRUG FREE WORKPLACE CERTIFICATION

Company/O	rganization Name:
rvine Valley	College
The C Code a will:	contractor or grant recipient named above hereby certifies compliance with Government 8355 in matters relating to providing a drug-free workplace. The above named Contractor
1.	Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited in the person's or organization's workplace and specifying the actions to be taken against employees for violations of the prohibitions, as required by Government Code Section 8355(a).
2.	Establish a Drug Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:
	<ul> <li>(a) The dangers of drug abuse in the workplace,</li> <li>(b) The person's or organization's policy of maintaining a drug-free workplace,</li> <li>(c) Any available drug counseling, rehabilitation and employee assistance programs,</li> </ul>
	(d) Penalties that may be imposed upon employees for drug abuse violations
3.	Provide as required by Government code Section 8355I that every employee who works on the proposed contract or grant
	<ul><li>(a) Will receive a copy of the company's drug-free policy statement described in paragraph (1) above, and</li><li>(b) Will agree to abide by the terms of the company's statement as a condition of employment in the contract or grant.</li></ul>
	CERTIFICATION
l, the o or gran	fficial named below, hereby swear that I am duly authorized legally to bind the contractor at recipient to the above described certification.
Offic	ial's Name
Date	Executed Executed in the County of
Cont	ractor or Grantee Recipient Signature and Title

Exhibit A
Page 48 of 56
Agreement #X7
Exhibit F (1 of 2)

# CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS

This certification is required by the regulations implementing Executive Order 12549, Debarment and suspension, 29 CFR Part 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988 <u>Federal Register</u> (pages 19160-19211)

# (BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The contractor or grant recipient of Federal assistance funds certifies, by submission of this exhibit document, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the contractor or grant recipient of Federal assistance funds is unable to certify to any of the statements in this certification, the contractor or grant recipient shall attach an explanation to this exhibit document.

Name		
Title		
Authorized Signature	Date	

# **DEBARMENT AND SUSPENSION CERTIFICATION - Instructions for Certification**

- 1. By signing and submitting this exhibit document, the contractor or grant recipient of Federal assistance funds is providing the certification as set out below.
- 2. The certification in the clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the contractor or grant recipient of Federal assistance funds knowingly rendered an erroneous certification in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
- 3. The contractor recipient of Federal assistance funds shall provide immediate written notice to the County of Orange/Workforce Investment Board to which this certification document is submitted if at any time the contractor or grant recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- 4. The contractor or grant recipient of Federal assistance funds agrees by submitting this certification document that, should the covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
- 5. The contractor or grant recipient of Federal assistance funds further agrees by submitting this certification document that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- 6. The contractor or grant recipient in a covered transaction may rely upon a certification of a contractor or grant recipient in a lower tier covered transaction that it is not debarred, suspend ed, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. The contractor or grant recipient may decide the method and frequency by which it determines the eligibility of its principals.
- 7. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the contractor or grant recipient is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- 8. Except for transactions authorized under paragraph 5 of these instructions, if the contractor or grant recipient in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.

Exhibit A
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Agreement #X7
Exhibit G

# CERTIFICATION REGARDING LOBBYING CERTIFICATION FOR CONTRACTS, GRANTS, LOANS, AND COOPERATIVE AGREEMENTS

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all\* subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans, and cooperative agreements) and that all\* subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Grantee/Contractor Organization	on	 _
Name		-
Title		_
Authorized Signature	Date	_

\*Note: In these instances, "All," in the Final Rule is expected to be clarified to show that it applies to covered contract/grant transactions over \$100,000 (per OMB).

# INSTRUCTIONS FOR COMPLETION OF SF-LLL DISCLOSURE OF LOBBYING ACTIVITIES

This disclosure form shall be completed by the reporting entity, whether subawardee or prime Federal recipient at the initiation or receipt of a covered Federal action, or a material change to a previous filing, pursuant to title 31 U.S.C. section 1352. The filing of a form is required for <u>each payment</u> or agreement to make payment to any lobbying entity for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress. or an employee of a Member of Congress in connection with a covered Federal action. Use the SF LLL-A Continuation sheet for additional information if the space on the form is inadequate. Complete all items that apply for both the initial filing and material change report. Refer to the implementing guidance published by the Office of Management and Budget for additional information.

- 1. Identify the type of covered Federal action for which lobbying is and has been secured to influence the outcome of a covered action.
- 2. Identify the status of the covered Federal action.
- 3. Identify the appropriate classification of this report. If this is a follow up report caused by a material change to the information previously reported, enter the year and quarter in which the change occurred. Enter the date of the last previously submitted report by this reporting entity for this covered Federal action.
- 4. Enter the full name, address, city, state and zip code of the reporting entity. Include congressional district, if known. Check the appropriate classification of the reporting entity that designates if it is, or expects to be a prime or subaward recipient.
- Identify the tier of the subawardee, e. g. the first subawardee of the prime is the 1st tier. Subawards include but are not limited to subcontracts, subgrants and contract awards under grants.
- 5. If the organization filing the report, in item 4 checks "Subawardee", then enter the full name, address, city, state, and zip code of the prime Federal recipient. Include congressional district, if known.
- 6. Enter the name of the Federal agency making the award or loan commitment. Include at least one organizational level below agency name, if known. For example, Department of Transportation, United States Coast Guard.
- 7. Enter the Federal program name or description for the covered Federal action (item 1). If known, enter the full Catalog of Federal Domestic Assistance (CFDA) number for grants, cooperative agreements, loans and loan commitments.
- 8. Enter the most appropriate Federal identifying number available for the Federal action identified in item 1 (e. g. Request for Proposal (RFP) number; Invitation for Bid (IFB) number; grant announcement number the contract, grant. or loan award number; the application proposal control number assigned by the Federal agency). Include prefixes, e.g., "RFP DE 90 09."
- 9. For a covered Federal action where there has been an award or loan commitment by the Federal agency, enter the Federal amount of the award/loan commitment for the primary entity identified in item 4 or 5.
- 10. (a) Enter the full name, address, city, state and zip code of the lobbying entity engaged by the reporting entity identified in item 4 to influence the covered Federal action.
- (b) Enter the full names of the individual(s) performing services, and include full address if different from 10 (a). Enter Last Name, First Name, and Middle Initial (MI).
- 11. Enter the amount of compensation paid or reasonably expected to be paid by the reporting entity (item 4) to the lobbying entity (item 10). Indicate whether the payment has been made (actual) or will be made (planned). Check all boxes that apply. If this is a material change report enter he cumulative amount of payment made or planned to be made.
- 12. Check the appropriate box(es). Check all boxes that apply. If payment is made through an in kind contribution, specify the nature and value of the in kind payment.
- 13. Check the appropriate box(es). Check all boxes that apply. If other, specify nature.
- 14. Provide a specific and detailed description of the services that the lobbyist has performed, or will be expected to perform, and the date(s) of any services rendered. Include all preparatory and related activity, not just time spent in actual contact with Federal officials. Identify the Federal official(s) or employee(s) contacted and the officer(s), employee(s), or Member(s) of Congress that were contacted.
- 15. Check whether or not a SF LLL A Continuation Sheet(s) is attached.
- 16. The certifying official shall sign and date the form, print his/her name, title, and telephone number.

Public reporting burden for this collection of information is estimated to average 30 minutes per response, including time for reviewing instructions. searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget. Paperwork Reduction Project (0348 0046) Washington D.C., 20503.

Exhibit A
Page 52 of 56
Agreement #X7
Exhibit H (2 of 3)

# **DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose activities pursuant to 31 U.S.C 1352

1.	Type of Federal Actions:	2. Status of Federa		3. Report Type:
	a. contract	a. bid/offer/application		a. initial filing
	b. grant	b. initial awar	~	b. material change
1	c. cooperative agreement	c. post-aware	i	
	d. loan			For material change only:
İ	e. loan guarantee f. loan insurance			Year: Quarter:
4.	f. loan insurance  Name and Address of Reporting Entity		E 160 E 19	Date of last report:
<del>"</del> .	Prime Subawardee		5. If Reporting Entit	ty in No. 4 is a Subawardee:
	rinie Subawaidee	Tier	Enter Name and	Address of Prime:
	if known	1161		
			Congressional District	if known.
	Congressional District, if known:		Congressional District	ii kilowii.
6.	Federal Department / Agency:	· · · · · · · · · · · · · · · · · · ·	7. Federal Program	Name/Description
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8.	Federal Action Number, if known:		9. Award Amount,	f known
, ,			\$	is an object.
			Ť	
10a.	Name and Address of Lobbying Entity		10b. Individual Perfor	ming Services
	(if individual, last name, first name,	MI):		address if different from No. 10a)
	•	•	(last name	, first name, MI):
				· • • • • • • • • • • • • • • • • • • •
(attac	h Continuation Sheets SF-LLL-A, if neces	sary)		
11.	Amount of Payment (check all that apply)			t (check all that apply)
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Exhibit A
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Agreement #X7
Exhibit H (3 of 3)

# DISCLOSURE OF LOBBYING ACTIVITIES CONTINUATION SHEET

Approved by OMS - 0348-0046

Reporting Entity:	· · · · · · · · · · · · · · · · · · ·		
coporting Litary.		of	

BILLING CODES 3410-01 -C; 6450-01-C; 6890-01; 6025-01-C; 7510-01-C; 35 1 0-FE-C; 8120-01 -C; 4710-24-C, 6116-01 -C,

Exhibit A
Page 54 of 56
Agreement #X7
Exhibit I (1 of 2)

# DISTRICT ATTORNEY CHILD SUPPORT ENFORCEMENT CERTIFICATE REQUIREMENTS

In order to comply with child support enforcement requirements of the County of Orange, the required contractor data and certifications must be submitted within 10 days of award notification.

Failure of the contractor to submit the data/or certifications required shall result in the contractor may be disqualified from being considered for contract award. Subsequent to issuance of the contract, failure to comply with all federal and state reporting requirements for child support enforcement or to comply with all lawfully served Wage and Earning Assignment shall constitute a material breach of the contract. Failure to cure breach within 60 calendar days of notice from the County shall constitute grounds for termination.

A. In the case of an individual bidder/proposer, his/her name, date of birth, Social Security

number, and residence	address:
Name:	
D.O.B.:	Social Security No:
Residence Address:	
of birth, Social Security	proposer doing business other than as an individual, the name, date number, and residence address of each individual who owns an r more in the contracting entity (If no individual owns an interest of cate not applicable.):
Name:	
D.O.B.:	Social Security No:
Residence Address:	
Name:	
D.O.B.:	Social Security No:
Residenc <del>e Address:</del>	
Name:	
D.O.B.:	Social Security No:
Residence Address:	
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Exhibit A
Page 55 of 56
Agreement #X7
Exhibit I (2 of 2)

# DISTRICT ATTORNEY CHILD SUPPORT ENFORCEMENT CERTIFICATE REQUIREMENTS

- C. A certification that the contractor has fully complied with all applicable federal and state reporting requirements regarding its employees; and
- D. A certification that the contractor has fully complied with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignment and will continue to so comply.

"I certify that Irvine Valley College is in full compliance with all applicable federal and state reporting requirements regarding its employees and with all lawfully served Wage and Earnings Assignment Orders and Notices of Assignments and will continue to be in compliance throughout the term of any contract issued pursuant to this Request for Proposal process with the County of Orange. I understand that failure to comply shall constitute a material breach of the contract and that failure to cure such breach within 60 calendar days of notice from the County shall constitute grounds for termination of the contract."

Name			
Title		· · · · · · · · · · · · · · · · · · ·	
Authorized Signature	Date		

Exhibit A
Page 56 of 56
Agreement #X7
Exhibit J

# **EDD INDEPENDENT CONTRACTOR REPORTING REQUIREMENTS**

Effective January 1, 2001, the County of Orange is required to file federal Form 1099-Misc for services received from a "service provider" to whom the County pays \$600 or more within a single calendar year. The purpose of this reporting requirement is to increase child support collection by helping to locate parents who are delinquent in their child support obligations.

The term "service provider" is defined in California Unemployment Insurance Code Section 1088.8, subparagraph B.2 as "an individual who is not an employee of the service recipient for California purposes and who received compensation or executes a Contract for services performed for that service recipient within or without the state." The term is further defined by the California Employment Development Department to refer specifically to independent contractors. An independent Contractor is defined as "an individual who is not an employee of the.....government entity for California purposes and who receives compensation or executes a Contract for services performed for that....government entity either in or outside of California."

The reporting requirement does not apply to corporations, general partnerships, limited liability partnerships, and limited liability companies.

Additional information on this reporting requirement can be found at the California Employment Development Department web site located at www.edd.ca.gov/txicr.htm.

To comply with the reporting requirements, County procedures for contracting with independent contractors mandate that the following information be completed and forwarded to the contracting agency/department immediately upon request:

First name, middle initial and last name Social Security Number Address Start and expiration dates of Contract Amount of Contract

#### N/A EXEMPT

First Name & Middle Initial	Last Name	
Social Security No.		<del></del>
	\$	
Contract Number	Dollar Value of Contract	
Start Date	Expiration Date	

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.2 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

Irvine Valley College: Parking Bail Increase to Offset New State

Legislative Surcharge Pursuant to SB 857

**ACTION:** 

Approval

# **BACKGROUND**

District policy requires that operators of vehicles that park on District property must obtain a parking permit and display it on their vehicle. These permits can be purchased at Irvine Valley College (IVC), Saddleback College or online for a fee established by the Board of Trustees.

The Campus Police Department is responsible for enforcing parking regulations on District property. When campus police observe violators who do not have the required permit, they issue a citation that imposes a fine. The current fine is \$35.00, from which the state retains \$12.50 as a penalty or surcharge fee against the violator. The remainder of the fine is posted in an account for use by Irvine Valley College for administrative and operational purposes associated with parking services.

### **STATUS**

Effective December 7, 2010, Senate Bill 857 increased the penalty for parking citations by \$3.00 as shown in Exhibit A. The new fees are an additional assessment for the State of California Trial Court Trust Fund. The IVC Police Department estimates that approximately 9,000 citations will be issued to campus parking violators during calendar year 2011. Based on the \$3.00 fee increase, the police department will incur a \$27,000 revenue loss each year if citation fines are not increased proportionately. The campus will continue to lose revenue until a new bail schedule is approved to offset the added court assessment. This will have a significant negative impact on campus safety.

### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve an increase of \$3.00 to the bail schedule for parking violations at Irvine Valley College.



#### SB 857 New Surcharge increase

November 3, 2010

Dear Client,

I'm sure by now you are all aware of SB 857 and a new increase in surcharges. I am sending you a memo to recap the information in case you need to use any back up information if you decide to request a new fee increase to cover the added fees due in surcharges.

New Surcharges. SB 857. SB 857 has been signed by the Governor, and the statutory language directs the increase to occur 60 days after the budget was chaptered. The budget, i.e. SB 870, was chaptered on 10/8/2010, so December 7<sup>th</sup> will be the effective date for the surcharge increase. This is the official word from the State Controller's office.

Parking Citation Increase. SB 857 adds a \$3.00 parking penalty for each offense where a parking penalty, fine or forfeiture is imposed. The increase is expected to begin 60 days after SB 857 becomes effective December 7, 2010. The bill scheduled to conclude on July 1, 2013, however we have seen this change before. See below excerpt from page 43 of SB 857:

- <u>76000.3.</u> (a) Notwithstanding any other provision of law, for each parking offense where a parking penalty, fine, or forfeiture is imposed, an added penalty of three dollars (\$3) shall be imposed in addition to the penalty, fine, or forfeiture set by the city, district, or other issuing agency.
- (b) For each infraction parking violation for which a penalty or fine is collected in the courts of the county, the county treasurer shall transmit the penalty imposed pursuant to subdivision (a) to the Treasurer for deposit in the Trial Court Trust Fund established by Section 68085. These moneys shall be taken from the penalties, fines, and forfeitures deposited with the county treasurer prior to any division pursuant to Section 1463.009 of the Penal Code. The judges of the county shall increase the bail schedule amounts as appropriate for infraction parking violations to reflect the added penalty provided for by subdivision (a).
- (c) In those cities, districts, or other issuing agencies which elect to accept parking penalties, and otherwise process parking violations pursuant to Article 3 (commencing with Section 40200) of Chapter 1 of Division 17 of the

Vehicle Code, that city, district, or issuing agency shall collect the added penalty imposed by this section. Each agency that elects to process parking violations shall pay to the Treasurer for deposit in the Trial Court Trust Fund three dollars (\$3) for each civil parking penalty collected on each violation. Those payments to the Treasurer shall be made monthly.

- (d) This section shall become operative 60 days after the enactment of the Budget Act of 2010.
- (e) This section shall become inoperative on July 1, 2013, and, as of January 1, 2014, is repealed, unless a later enacted statute, that becomes operative on or before January 1, 2014, deletes or extends the dates on which it becomes inoperative and is repealed.

It is important to point out that not all citations are considered parking violations and applicable for disbursement. For example, a CVC 5204 (No current registration tabs) is considered a registration violation and would not be subject to the Court, Jail and State surcharge of \$9.50, as of **December 7**, **\$12.50**. The City will need to track every type of violation for every citation issued by CITY. Surcharges to date are as follows:

- 1. Criminal Justice Facilities Fund: GC 76000 (76101) \$1.50
- 2. Courthouse (Local) Construction Fund: GC 76000 (GC 76100) \$1.50
- 3. <u>County General Fund</u>: GC 76000 \$2.00
- 4. SB 1407 Immediate and Critical Needs Account: GC 70372(b) \$3.00 Issued after 01/01/09 & Paid
- 5. SB 425 State Court Facilities Fund: GC 70372 (b) \$1.50 Issued after 01/01/08 & Paid
- 6. Equipment and Registration Violations: 50% of fine (no other surcharges)
- 7. <u>Disabled Parking (Linkage)</u>: 20% of fine County Opt-In Resolution
- 8. <u>Handicap Assessment fee:</u> (PC 1465.6), 10% of \$250.00 effective date 1/1/93 (retained by Issuing Agency).
- 9. <u>SB 857 Trial Court Trust Fund</u>: GC 76000.3 \$3.00 Issued on or after 12/07/10 & Paid

Mary Houghton
Vice President
Phoenix Group Information Systems
2677 N. Main Street, Ste. 400
Santa Ana, CA 92705
mary@phxgroup.com
(714) 460-7200 - Office
(714) 384-0151 - Fax

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**ITEM:** 6.3

**DATE: 01/20/11** 

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

**CCCT Board of Directors Nomination** 

**ACTION:** 

**Approval** 

# **BACKGROUND**

The California Community College Trustees (CCCT) was conceived with the idea that all community college trustees in California, joined together in one organization, could successfully work to preserve and improve California's quality, community-based, locally-governed colleges. The CCCT Board of Directors consists of twenty-one members, including a non-voting Student Trustee Director, and meets five times a year.

# **STATUS**

From January 1 through February 15, 2011, nominations for membership on the CCCT Board of Directors will be accepted in the League office. Nominations are to be made by each District Board of Trustees who are members of CCCT, and each District may nominate only members of its board. Each nominee must have consented to be nominated, and only one Trustee per District may serve on the Board. During the election period between March 10 and April 25, each member District will have one vote for each of the seven vacancies on the CCCT board who will serve three-year terms. The newly elected members of the Board will assume their responsibilities at the conclusion of the annual conference on May 1, 2011.

# **RECOMMENDATION**

It is recommended that the Board of Trustees determine if they wish to make any nominations for membership on the CCCT Board of Directors, and, if so, approve the nominations(s) for transmittal to the CCCT office.

Item Submitted By: Gary L. Poertner, Chancellor



Date:

December 8, 2010

To:

California Community College Trustees

California Community College Chancellors/Superintendents

From:

Scott Lay

Subject:

CCCT Board Election - 2011

The California Community College Trustees (CCCT) board serves a major role within the Community College League of California. Meeting five times a year, the twenty-one member board provides leadership and direction to ensure a strong voice for locally elected governing board members.

From January 1 through February 15, nominations for membership on the CCCT board will be accepted in the League office. Nominations are to be made by a member district board of trustees; and each district may nominate only members of its board.

Each nominee must be a local community college district trustee, other than the student trustee, and must have consented to be nominated. Only one trustee per district may serve on the board.

An official Biographical Sketch Form and Statement of Candidacy must accompany the Nominating Ballot mailed to the League office, and please use only these forms. Nomination materials should be sent by certified mail – return receipt requested. Faxed materials will not be accepted due to the quality of transmission.

The election of members of the CCCT board will take place between March 10 and April 25. Each member district board of trustees will have one vote for each vacancy on the CCCT board. Eight persons will be elected to the board this year. Five incumbents (elected and appointed) are eligible to run for re-election. In accordance with the CCCT Board Governing Policies, as adopted by the board at its June 2008 meeting, "CCCT Board members shall be elected by the institutional member governing boards for alternate three-year terms. No CCCT Board member shall serve more than three (3) terms consecutively."

Election results will be announced at the CCCT annual conference. The newly elected members of the board will assume their responsibilities at the conclusion of the annual conference, May 1, 2011.

If you have any questions about the CCCT board election process, please call the League office.

Attachments: (mailed only to CCC Chancellors/Superintendents c/o Board Assistants)

Official Nominating Form

Official Biographical Sketch Form Official Statement of Candidacy CCCT Board Terms of Office

**CCCT Board Roster** 



Must be returned to the League office postmarked no later than February 15, 2011, along with the statement of candidacy and biographic sketch form. Faxed material will not be accepted.

Community College League of California 2017 "O" Street Sacramento, CA 95811

The governing board of the	Community
College District nominates	to be a
candidate for the CCCT Board.	
This nominee is a member of the	Community
College District governing board, which is a member	er in good standing of the Community College League of
California. The nominee has been contacted and ha	s given permission to be placed into nomination.
Enclosed are the Statement of Candidacy and the Co	CCT Biographical Sketch Form for our nominee.
Signatu	re of Clerk or Secretary of Governing Board



Must be returned to the League office postmarked no later than February 15, 2011, along with the nominating ballot and statement of candidacy. Faxed material will not be accepted.

PE	CRSONAL		
	Name:	Date:	
	Address:		
		Zip:	
	Phone:(home)	(office)	
	E-Mail:		
ED	DUCATION		
	Certificates/Degrees:		
			··
PRO	OFESSIONAL EXPERIENCE		
	Present Occupation:		
	Other:		
		20°	
Col	MMUNITY COLLEGE ACTIVITIES		
	College District Where Board Men	ber:	
		os Held on Local Board:	
	8		
	State Activities (CCCT and other o Chancellor's Committees, etc	ganizations boards, committees, workshop presenter;	

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Must be returned to the League office postmarked no later than February 15, 2011 along with the nominating ballot and biographic sketch form. Faxed material will not be accepted.

CANDIDATE'S NAME:	DATE:
	s that should be considered by CCCT and the League in the of the statement beyond this limit will not be included.)
What do you feel you can contribute in these are beyond this limit will not be included.)	reas? (50 words or less; any portion of the statement

Flection	Group	Control	First	Next	Terms Left for
			Elected/Appointed	Election	Incumbent
	I.	*Albiani	2000	2011	0
	I.	Casas Frier	2010	2011	2
1	I.	Figueroa	2007	2011	-
T(	I.	Gomez	2010	2011	2
07	I.	McMillin	2008	2011	
Z	I.	*Mercer	2002	2011	0
	I.	Ortell	2004	2011	1
	I.	*Villegas	2000	2011	0
	11.	Chaniot	2009	2012	2
,	11.	Jones	2008	2012	+-1
7	п.	*Mann	2005	2012	0
r o	11.	Ontiveros	2008	2012	-
2	II.	Otto	2009	2012	2
	11.	Stampolis	5005	2012	2
	II.	Zableckis	2009	2012	2
	III.	Barreras	2006	2013	1
3	III.	Gulassa	2010	2013	2
T	III.	Hart	2010	2013	2
07	III.	Jaffe	2009	2013	1
2	III.	Kinsman	2010	2013	2
	III.	*Singer	2004	2013	0
* Board me	* Board member is unabl	le to seek reelection due to three-term limit.	three-term limit.		
				Production and a supplemental contract of the	

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# CALIFORNIA COMMUNITY COLLEGE TRUSTEES 2010-11 BOARD ROSTER

#### KAY ALBIANI

Los Rios CCD 10221 Sheldon Rd Elk Grove, CA 95624 916-682-2445 (res) 916-682-2336 (fax) kalbiani@cwnet.com

# ISABEL BARRERAS, 2nd Vice President

State Center CCD 1525 E. Weldon Ave Fresno, CA 93704 559-675-4500 (bus) 559-226-3757 (CCD fax) trusteebarreras@comcast.net

#### LAURA CASAS FRIER

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SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT ITEM:

**DATE:** 01/20/11

6.4

**TO:** Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Renewal Agreement for Firewall Services and Support

**ACTION:** Approval

### **BACKGROUND**

In December 2009, the Board of Trustees approved the purchase of Palo Alto Networks equipment to replace end-of-life network firewalls throughout the district.

The Palo Alto firewalls purchased in early 2010 provide network and information security protection. In addition, the firewalls provide a mechanism to reduce unauthorized transmissions of copyrighted materials such as music and movies.

# **STATUS**

The yearly firewall support and security service subscription will expire in January 2011. District IT is recommending renewal of an agreement, Exhibit A, with Accuvant, a California Multiple Award Schedule (CMAS) contract reseller, No. 3-09-70-2428M. Public Contract Code (PCC) Sections 10290 et seq. and 12105.5 include approval for local government agencies to use CMAS for acquisition of information technology products and services. CMAS contracts are structured to comply with California procurement codes, guidelines, and policies and provide for the highest level of contractual protection.

Funds for this renewal are available in a District IT account.

# **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the renewal of Palo Alto firewalls services using the CMAS reseller Accuvant (3-09-70-2428M), Exhibit A, at a cost not to exceed \$85,000 for the 2011 calendar year.



# Quote

	Exhibit-A
Date	11/30/2010
Quote #	QT-77415

For ordering: please fax/email purchase order directly to Account Manager listed below. For payment: please send payment to:Accuvant Inc PO Box 677530 Dallas, TX 75267-7530

South Orange County Community Colle... c/o Accounts Payable 28000 Marguerite Parkway Mission Viejo, CA 92692 949-582-4670

SOCCCD Shawn Shreeves 28000 Marguerite Pkwy Mission Viejo CA 92692-3635 (949) 582-4825 sshreeves@socccd.org

Expires	1/31/2011
Terms	Net 30
Account Manager	
Acct Mgr Phone	
Acct Mgr Fax	3 32
Acct Mgr Email	

PAN-SVC-STND-5 00-R	2	Standard support renewal, PA-500	502.20	1,004.40	0006C100810 0006C100805	1/27/2011	1/27/2012
PAN-SVC-STND-4 060-R	2	Standard support renewal, PA-4060	8,928.00	17,856.00	0005C100291 0005C100294	1/27/2011	1/27/2012
PAN-SVC-STND-4 20-R	6	Standard support renewal, PA-4020	3,906.00	23,436.00	0002C100735 0002C100736 0002C100737 0002C100741 0002C100746 0002C100747	1/27/2011	1/27/2012
PAN-PA-500-TP-H 12-R	2	Threat prevention subscription for device in an HA pair renewal, PA-500	472.50	945.00	0006C100805 0006C100810	2/25/2011	2/25/2012
PAN-PA-4020-TP- HA2-R	6	Threat prevention subscription year 1, PA-4020 - Per Unit in HA Pair	3,675.00	22,050.00	0002C100746 0002C100735 0002C100736 0002C100737 0002C100741 0002C100747	2/25/2011	2/25/2012
PAN-PA-4060-TP- IA2-R	2	Threat prevention subscription for device in an HA pair renewal, PA-4060	8,400.00	16,800.00	0005C100294 0005C100291	3/1/2011	2/29/2012
AN-SVC-PREM-P	. 1	Premium support renewal, Panorama 25 devices	1,488.00	1,488.00	0007B100359	4/25/2011	4/25/2012
		CMAS Contract # 3-09-70-2428M, expires 09/30/2012					
					2 H		
					Wall	- 1	

**Total** 

\$83,579.40

<sup>-</sup> This quote is confidential and for the sole use of the intended recipient(s). Any unauthorized review, use, disclosure or distribution is prohibited.

- Accuvant invoices for product sales upon receipt of an approved purchase order or signed agreement. All invoices are due net 30 days from date of invoice (unless terms above state different). Any invoice over 30 days will be subject to a 1.5% late charge per month.

- Unless specifically referenced by line items above, this quote does not include tax, shipping charges, or travel & expenses associated with consulting services. All shipping will be FOB destination.

- All sales are final. Manufacturer's warranty applies. Accuvant shall have no ilability or responsibility for any loss or damage connected with the sale or use of the product.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.5 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Board Policy Revision: BP-4420-Enrollment Fee Reimbursement for Employees, BP-5618-Credit by Examination-Specific Course Credit, BP-5800-Prevention of Identity Theft in Student Financial Transactions, BP-5620-College Level Examination Program (CLEP), BP-6170-Counseling, BP-6180-Career and Technical Educational Program Advisory Committees, BP-5621-English

**Equivalency Examination** 

**ACTION:** 

Discussion/Approval

### **BACKGROUND**

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

# **STATUS**

Seven board policies are presented to the board for "Discussion/Approval." The new language and amendments to the board policies were reviewed and revised by the District's Board Policy and Administrative Regulation Advisory Council and includes collegial consultation with the Academic Senates, pursuant to Title 5 Section 53200 et. seq.

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Cabinet on November 24, 2010 for review and recommendation to the Chancellor and presented to the Board of Trustees for review and study at the December 6, 2010 board meeting.

## **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept for discussion/approval the board policies, as shown in EXHIBITS A through G.

# **BOARD POLICY**

4420

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

PERSONNEL

# ENROLLMENT FEE REIMBURSEMENT FOR 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 District-shall establish regulations implementing this Policy.

Adopted: 12-11-06

# **BOARD POLICY**

<u>5618</u>

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

**STUDENTS** 

# CREDIT BY EXAMINATION - SPECIFIC COURSE CREDIT

A student may qualify for credit by examination for courses in the current South Orange County Community College District catalog for which he/she appears to be reasonably qualified by training or experience, and for which he/she has not received previous high school or college credit, attempted credit by examination, or even enrolled. However, the course in which the student seeks credit by examination should be one in which the course content can be tested by examination, in the opinion of the department and of the instructor assigned. A student may not receive credit by examination for any course which is a prerequisite to one for which credit has been received. Inasmuch as a minimum 2.0 grade point average in at least twelve units completed at Irvine Valley College and Saddleback College is required to enroll in credit by examination, units earned through credit by examination shall not be counted in determining the 12 units required in residence for graduation.

### Reference:

Title 5, Calif. Code of Regulations, Section 55753

# The following became AR 5618 and moved into the AR manual.

The procedures for securing permission to obtain Credit by Examination for a course are as follows:

- 1. The student obtains a Credit by Examination petition form from the Office of Admissions and Records. Eligibility will be determined by the Dean of Admissions and Records.
- 2. The student contacts an instructor who teaches the course for which Credit by Examination is requested. If it is the judgment of that instructor that the course content can be tested by examination, and that the student possesses sufficient background, previous training and/or skill to attempt the examination, the instructor signs the form.
- 3. The student, following policies and procedures developed within the department, obtains the signature of the division/school administrator.
- 4. Following division/school endorsement, the request is forwarded to the Vice President of Instruction for signature.

Revised: 5-15-89

Technical Update: 4-26-99

Revised:

- 5. The initiating instructor prepares, administers and grades the examination.
- 6. A grade of credit (Cr) or no credit (NCr) will be assigned and the course will be identified as "Credit by Examination" on the transcript.

Revised: 5-15-89

Technical Update: 4-26-99

Revised:

# **BOARD POLICY**

5800

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

STUDENTS

# PREVENTION OF IDENTITY THEFT IN STUDENT FINANCIAL TRANSACTIONS

Because the District serves as a creditor in relation to its students, the Chancellor or his/her designee, will develop procedures to implement an Identity Theft Prevention Program (ITPP) to control reasonably foreseeable risk to students from identity theft.

The District is required to provide for the identification, detection, and response to patterns, practices, or specific activities ("Red Flags") that could indicate identity theft of students.

# Reference:

Fair and Accurate Credit Transactions Act, (Pub.L. 108-159)

# **BOARD POLICY**

5620

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

STUDENTS

# COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)

South Orange County Community College District recognizes the College Level Examination Program (CLEP) in accordance with the following:

General Examinations: A student, by successfully completing the General Examination (25th percentile or higher), may earn up to 12 upgraded units applicable to the Associate in Arts degree as follows (Title 5, Calif. Code of Regulations, Section 55753):

English Composition No credit, contact Humanities and Languages regarding use of CLEP scores for placement in English Composition.

Humanities Humanities

Mathematics Mathematics

Social Science (Group 2)

Natural Science (non-laboratory)

No credit will be given for CLEP in any area in which the student has earned college credit prior to completion of the CLEP examination.

<u>Subject Examination:</u> Each academic division of a college may recognize Subject Examinations if a single examination measures the competency expected by the successful completion of a specific South Orange County Community College District course. Generally, however, specific course credit by examination will be attained through the Credit by Examination — Specific Course Credit policy.

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 Office.

Credit granted on the basis of CLEP does not necessarily transfer to other colleges. Students planning to use CLEP credit for college transfer purposes will need to consult the transfer institution regarding its policy pertaining to the CLEP program.

CLEP scores will not be used for general education certification for the California State Colleges and Universities.

Revised: 5-15-89

Technical Update: 4-26-99

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.

Revised: 5-15-89

Technical Update: 4-26-99

# **BOARD POLICY**

6170

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT INSTRUCTION

# **COUNSELING**

Counseling programs in the South Orange County Community College District shall be offered under the direction of the SOCCCD Board of Trustees. Counseling services are an essential part of the educational mission of the District. The Board of Trustees shall approve regulations and procedures consistent with Title 5, California Code of Regulations, and the California Education Code.

The counseling programs shall be offered to all prospective and current students and shall include, but not be limited to the following:

- 1. Academic counseling
- 2. Career counseling
- 3. Personal counseling
- 4. Coordination with services provided for students with special needs.

(California Education Code, Sections 66700, 70901, and 72620; Title 5, California Code of Regulations, Section 51018)

### Reference:

Title 5, Section 51018

California Education Code 66700 and 72620

Adopted: 10-23-00

6180

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

INSTRUCTION

# CAREER AND TECHNICAL EDUCATIONAL PROGRAM ADVISORY COMMITTEES

Each career and technical education (CTE) program offered by the colleges shall utilize a program advisory committee made up of representatives from business, industry, labor, education, and government. The committee is to provide input on the quality, content, relevance, currency, and expected outcomes of the program and its courses.

#### Reference:

Title 5, Sections 55600 et. seq.

5621

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**STUDENTS** 

#### **ENGLISH EQUIVALENCY EXAMINATION**

Students who pass the State University English Equivalency Examination are awarded 3 semester units of English Composition and 3 semester units of English Literature upon completion of one semester in residence (Title 5, Calif. Code of Regulations, Section 55753).

**DELETE** 

Revised: 5-15-89

Technical Update: 4-26-99

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.6

DATE: 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Board Policy Revision: BP-3530-Compliance with Payment Card Industry Data Security Standards (PCI-DSS), BP-5619-Advanced Placement Examination Program, BP-3401-Animals or Pets on Campus, BP-4075-Health and Welfare Benefits for Former Board of Trustees, BP-166-Health Benefits, BP-2001-Administrative Organization, BP-5607-Nonresident Student Tuition, BP-5506-Accommodations for Students with Disabilities, BP-6132-Selection of

Library Materials, BP-6135-Library-Use Fee

**ACTION:** 

Acceptance for Review and Study

#### **BACKGROUND**

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

#### **STATUS**

Ten board policies are presented to the board for "Review and Study." The new language and amendments to the board policies were reviewed and revised by the District's Board Policy and Administrative Regulation Advisory Council and includes collegial consultation with the Academic Senates, pursuant to Title 5 Section 53200 et. seq.

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Cabinet on January 7, 2011 for review and recommendation to the Chancellor.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept for review and study the board policies, as shown in EXHIBITS A through J.

<u>3530</u>

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUSINESS

# COMPLIANCE WITH PAYMENT CARD INDUSTRY DATA SECURITY STANDARDS (PCI-DSS)

The Payment Card Industry (PCI) Data Security Standards (DSS), a set of comprehensive requirements for enhancing payment account data security, was developed by the founding payment brands of the PCI Security Standards Council, including American Express, Discover Financial Services, JCB International, MasterCard Worldwide and Visa, Inc. International, to help facilitate the broad adoption of consistent data security measures on a global basis.

Compliance with the PCI-DSS standards is required in order to accept credit cards for student registration and other financial transactions.

It is the intent of the South Orange County Community College District to adhere to the requirements of the Payment Card Industry Data Security Standards (PCI-DSS).

The Chancellor or designee is hereby authorized to adopt and implement such administrative regulations to implement this policy.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT STUDENTS

#### ADVANCED PLACEMENT EXAMINATION PROGRAM

South Orange County Community College District will grant credit for each 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. (Title 5, Calif. Code of Regulations, Section 55753).

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, following precedents set by the University of California.

Specific course credit awarded for AP exams with passing scores has been established as indicated in the College catalogs.

Revised: 5-15-89

Technical Update: 4-26-99

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT BUSINESS

#### **ANIMALS OR PETS ON CAMPUS**

Domestic animals or pets of any kind are not allowed upon the campus of any college except as described herein. This restriction also applies to animals or pets confined in any vehicle parked within a college boundary. In connection with special class assignments, a College President or an appointed designee may grant approval to a student to bring an animal or pet on campus. When such approval is granted, the student shall control and supervise the animals or pet at all times while on campus. This policy does not apply to the use of a service animal, specifically trained to perform a specific work or a series of tasks related to the disability of an individualguide dog, signal dog, or service dog, specially trained for assisting a totally or partially blind person, deaf person, person whose hearing is impaired or a physically handicapped person, or the instructional use of animals or animals indigenous to the college grounds.

Reference:

California Education Code, Section 70902

Adopted: 3-28-77 Revised: 5-23-88 Revised: 4-26-99 Revised: 9-29-03

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT PERSONNEI

# HEALTH AND WELFARE BENEFITS FOR FORMER BOARD OF TRUSTEES

Members of the South Orange County Community College District Board of Trustees who have taken office after January 1, 1995, and who have been elected two terms, shall upon leaving office be given the option of selecting within 90 days to continue indefinitely health and welfare benefits on a self-pay basis.

The former trustee shall pay in advance the cost the district pays for the coverage, and the trustee may select one or more health and welfare options provided for administrators, professors, and/or classified employees.

The benefit options shall cover only the former trustee, his/her spouse or survivor, and the trustee's minor dependents to the age as defined by federal law of 21. Once a benefit plan is selected by a former trustee's family, no additional members can be added.

Adoption of this policy shall serve to confirm, and incorporate herein, the board's action of November 16, 1992, at which time the board acted to authorize the district to pay for the health and welfare benefits of former board members, their spouses, and dependents when the board members served in office for no less than twelve years after January 1, 1981, in accordance with Government Code Sections 53201, 53205, and 53205.1, as they read at that time. Nothing herein shall be construed in a manner inconsistent with the provisions of Government Code Sections 53200 et. seq. as they now read.

Adopted: 8-26-02

166

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

**BOARD OF TRUSTEES** 

#### **HEALTH BENEFITS**

Members of the Board shall be permitted to participate in the District's health benefit programs.

Former members of the Board may continue to participate in the District's health benefits programs upon leaving the Board if the following criteria are met: the member must have begun service on the Board after January 1, 1981; the member must have been first elected to the Board before January 1, 1995; and the member must have served at least 12 years.

Other former Board members, who have been elected for two terms, may continue to participate in the District's health benefits programs on a self-pay basis. Former trustees who participate on a self pay basis shall pay in advance the cost the district pays for the plan.

The benefit plan options shall cover only the former trustee, trustee spouse or domestic partner, survivor, and the trustee's minor dependents to the age <u>as defined by federal lawof 21 years</u>. The former trustee may select one or more health benefit options provided to administrators, faculty, and/or classified employees.

Once a benefit plan is selected by the former trustee's surviving family, no additional members can be added.

Reference:

Government Code Section 53201

Adopted: 8-27-07 Page 1 of 1

<u> 2001</u>

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

**ADMINISTRATION** 

#### **ADMINISTRATIVE ORGANIZATION**

The Board of Trustees affirms its legal responsibility to adopt policies governing the District and its Colleges. In so doing, it directs the Chancellor to implement those policies within an approved organizational structure. (Calif. Ed. Code, Section 70902).

For the District and the Colleges to be governed and administered in an effective manner, it is necessary that lines of communication be established within the organization so they allow for the orderly transaction of business.

The Chancellor is authorized and responsible for organizing all District standing and ad hoc committees to assist in the operation of the District. Each College President is authorized and responsible for organizing College committees as needed to assist in College operations.

To support the <u>Board of Trustees board's</u> stated philosophy concerning internal administration, it is the policy of the <u>Board of Trustees board</u> that all matters called to its attention by District personnel or by students shall be presented through the Chancellor. Conversely, the <u>Board of Trustees board</u> shall direct appropriate matters through the Chancellor.

Organizational charts shall be prepared by the <u>District and the CollegesChancellor and shall</u> become part of the Administrative Regulation.

Reference:

California Education Code, Section 70902

Adopted: 7-26-71 Revised: 6-03-74 Revised: 3-07-88 Revised: 4-26-99 Revised: 9-29-03

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT STUDENTS

#### **NONRESIDENT STUDENT TUITION**

The Board of Trustees shall establish a tuition fee for all nonresident students no later than February 1 of each year. The fee will be calculated annually to cover the <u>D</u>district's expense of education and brought forward for <u>Board of Trustees' board</u> approval each January. The fee will be calculated by formula in accordance with Calif. Ed. Code, Section 76140, and follow the guidelines of the California Community College Budget and Accounting Manual in determining the <u>D</u>district's full expense of education. The nonresident tuition fee thus established will be published in the <u>C</u>eollege catalogs and on other print and electronic publications. The Chancellor or designee shall establish procedures regarding collection, waiver and refunds of nonresident tuition.

Revised: 5-15-89 Revised: 3-25-96

Technical Update: 4-26-99

5506

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT STUDENTS

#### **ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES**

The colleges of the South Orange County Community College District shall make reasonable accommodations for qualified students with disabilities (Title 5, Calif. Code of Regulations, Sections 56000 56020). Students with disabilities have the right to receive reasonable academic adjustments to create an educational environment where they have equal access to instruction without fundamentally altering any course, educational program, or degree. The procedure by which students with verified disabilities may request academic adjustments shall be published annually by the colleges. The colleges shall employ reasonable means to inform all students, faculty, and staff about the support services available to qualified students with disabilities (Title 5, Calif. Code of Regulations, Section 56020).

Applicable law includes the following: American with Disabilities Act (PL 101 336); Rehabilitation Act of 1973, Section 504 [34 C.F.R.s 104.3 (j) (l) and (k) (3) and s 104.44(a) and Co) (1) (ii)]; Family Education Rights and Privacy Act of 1974; Title 5, California Code of Regulations, Sections 56000 56020; and California Education Code, Sections 67310-67312, 70901, and 84850.

#### Reference:

Applicable law includes the following: P.L. 101-336 (July 26, 1990), as amended by P.L. 110-325 (September 25, 2008); Rehabilitation Act of 1973, Section 504 [34 C.F.R.s 104.3 (j) (l) and (k) and 104.44(a) and Co) (l) (ii)]; Family Education Rights and Privacy Act of 1974; Title 5, California Code of Regulations, Sections 56000-56030; and California Education Code, Sections 67310-67312, 70901, and 84850.

Adopted: 11-27-00

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

INSTRUCTION

#### SELECTION OF LIBRARY MATERIALS

The library is an integral part of a college and its instructional programs. The library must meet academic standards consistent with accreditation guidelines and purposes. The board charges the appropriate faculty librarians with the responsibility for collection development and for ensuring that the library has adequate working collections for each major field of the curriculum (California Education Code, Section 78100).

The Libraries are an integral component of the colleges and their instructional programs. The libraries provide informational and research support for campus-wide curriculum. The Board of Trustees charges the library faculty with the responsibility for developing the libraries' collections. This includes the selection of appropriate library materials and the continued evaluation and maintenance of the collections. To this end. Library faculty and staff work in concert with instructional faculty to select material that is comprehensive, accurate, diverse, current and highly accessible through the best use of acquisition, cataloging and processing techniques.

Reference:

Education Code, Section 78100

Adopted: 9-29-69 Revised: 7-17-89 Revised: 12-10-90

Technical Update: 4-26-99

Revised: 1-31-06

6135

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

INSTRUCTION

#### LIBRARY – USER FEE CHARGE NON-STUDENTS

The Board of Trustees may establish and charge a Library User Fee to be charged to anyone who is not currently enrolled as a student within the South Orange County Community College District (SOCCCD) in a college at the District for the privilege of checking out books or library materials. Exceptions include senior citizens and retired full-time employee of SOCCCDDistrict or college faculty, staff, and administrators. The fee and term for such privilege shall be determined by the Chancellor or designee. Board of Trustees.

Adopted: 8-27-84 Revised: 6-26-89 Revised: 4-26-99 Revised: 11-14-05

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.7 DATE: 1/20/11

**TO:** Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Academic Year 2011/12 Non-Resident Tuition Fees for

Foreign & Out-Of-State Students

**ACTION:** Approval

#### **BACKGROUND**

The California Education Code, Section 76140, requires each community college district of the state to establish a non-resident tuition fee no later than February 1 for the succeeding fiscal year. This rate is based on the expense of education per unit of attendance (FTES) for the previous fiscal year, modified by the projected increase in the U.S. Consumer Price Index for the current year and the year in which the fee will be in effect. The District may also set this fee below the calculated fee, but no less than the statewide average fee, or at a level not to exceed a contiguous district's established fee. The current fiscal year fee is \$183 per unit.

Pursuant to Education Code Section 76141, a district <u>may</u> also charge nonresident students a capital outlay fee. This portion of the Education Code was amended by AB 947 (Chapter 377, statutes of 2009) to now charge this capital outlay fee to <u>ANY</u> nonresident student – <u>except</u> for "AB 540" students, who will continue to be exempt from this fee. AB 947 deleted the condition that a nonresident student capital fee will be charged <u>only</u> to nonresidents that were citizens and residents of a foreign country. Revenue derived from this fee shall be expended for purposes of capital outlay, maintenance, and equipment. Any fee charged pursuant to this section is limited by the following: 1) the amount that was expended by the district for capital outlay in the preceding fiscal year divided by the total full-time equivalent students of the district in the preceding year; <u>OR</u> 2) 50% of the 2011-12 nonresident tuition fee adopted pursuant to EC 76140. The current fiscal year fee is \$25 per semester unit.

In addition to the non-resident tuition fee, Chapter 170, Statutes of 1992, also added Education Code Section 76142, which authorized districts to charge non-resident applicants a processing fee not to exceed the lesser of: the actual cost of processing an application and other documentation required by the federal government, <u>OR</u> \$100, which may be deducted from the tuition fee at the time of enrollment. The fee is non-refundable if students fail to enroll subsequent to making an application for enrollment. The current fiscal year fee is \$54. A report of estimated non-resident related fees was presented to the Board of Trustees at the November 17, 2010 board meeting.

#### **STATUS**

The District rate for the 2011/2012 academic year may be established under one of seven prescribed options: the statewide average cost; the District average cost; the District average cost with 10% or more noncredit FTES; fee of a contiguous district; a rate that is no more than the District average cost but no less than statewide average cost as shown in EXHIBIT A, Non-Resident Tuition Fee Worksheet; highest years statewide average tuition; and no more than 12 comparable states' average tuition.

The statewide rate, representing the average statewide projected cost of education students is \$176 per semester unit; the calculated District rate is \$179 per semester unit; and the highest years statewide average tuition is \$190. The additional amount for capital outlay that can be levied under ECS 76141 is \$28 per semester unit. The actual document processing application fee has been calculated at \$58 as shown in EXHIBIT A.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt a 2011/2012 non-resident tuition fee of \$179 per semester unit based on the "District average cost" option. It is further recommended to keep the capital outlay fee authorized by ECS 76141 at the current \$25 per semester unit rate and the application fee authorized by ECS 76142 to remain at \$54 per semester in 2011/2012.

### **California Community Colleges**

**2011-12 NONRESIDENT FEES WORKSHEET** 

EXHIBIT A PAGE 1 OF 3

	2011-12 NONRESIDENT TUITION FEE (ECS 76140)	(Col. 1) Statewide	(Col. 2) District	(Col. 3) 10% or More Noncredit FTES
A.	Expense of Education for Base Year (2009-10 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)	\$ 6,572,810,163	<u>\$ 138,767,157</u>	\$
В.	Annual Attendance FTES (Recal 2009-10)	<u>1,309,139</u>	27,223	
C.	Average Expense of Education per FTES (A ÷ B)	\$ <u>5,021</u>	\$ <u>5,097</u>	\$
D.	U.S. Consumer Price Index Factor (2 years)	x <u>1.053</u>	x <u>1.053</u>	<u>x 1.053</u>
E. F.	Average Cost per FTES for Tuition Year (C x D)  Average Per Unit Nonresident Cost:	\$ <u>5,287</u>	\$ <u>5,367</u>	\$
۲.		£ 476	¢ 470	¢
	Semester-System (E ÷ 30 units)	\$ <u>176</u>	* \$ <u>179</u>	Φ
	<u>OR</u>	¢ 447		e l
	Quarter-System (E ÷ 45 units)	\$ <u>117</u>		Ψ

**Annual Attendance FTES** includes all student contact hours of attendance in credit and noncredit courses for resident students, nonresident students and apprentices; however apprentice hours are divided by 525 to compute an FTES equivalent. Round tuition fee to the nearest dollar.

#### BASIS FOR ADOPTION: Options 1-7 (place an X in one box only).

	1. Statewide average cost, per column 1. (ECS 76140(e)(1)(B))
Х	2. District average cost, per column 2. (ECS 76140(e)(1)(A))
	3. District average cost with 10% or more noncredit FTES, per column 3. (ECS 76140(e)(1)(A))
	4. Contiguous district: (Specify district and its fee.)
	5. No more than district average cost (Col. 2 or 3); no less than statewide average cost.
	6. Highest Years Statewide average tuition. (ECS 76140(e)(1)(B))
	7. No more than 12 Comparable States' Average Tuition. (ECS 76140(e)(1)(E))

#### NONRESIDENT TUITION FEE CALCULATION DETAILS FOR OPTIONS 3, 6 AND 7

**Option 3** comes from information provided in **Column 3**. Districts with ten percent or more noncredit FTES are only able to utilize this option. If your district qualifies, then exclude noncredit FTES and noncredit expense of education data when you fill out this column (ECS 76140(e)(1)(A)).

Option 6 'Highest Years Statewide Average Tuition'. The greater amount of statewide nonresident tuition from 2006-07 through 2011-12, which is from 2007-08 at \$190 per semester unit or \$126 per quarter unit (ECS 76140(e)(1)(B)).

Option 7 'No more than 12 Comparable States' Average Tuition'. No greater than the 2009-10 average nonresident tuition fee of public community colleges in a minimum of 12 states comparable to California in cost of living. This average is calculated to be \$280 per semester unit or \$187 per quarter unit.

Requirement for Use of Options 6 and 7: It is the responsibility of the district to ensure and document that the additional revenue generated by the increased nonresident tuition permitted under options 6 and 7 shall be used to expand and enhance services to resident students only (ECS 76140(e)(2)).

For districts electing to charge a **capital outlay fee** to any nonresident student, please compute this fee as follows:

- a. Capital Outlay expense for 2009-10 \$ 23,154,282
- b. FTES for 2009-10 <u>27,223</u>
- c. Capital outlay expense per FTES (line a divided by line b) \$ 851
- d. Capital Outlay Fee per unit:
  - 1. Per semester unit (line c divided by 30 units) \$28

OR

- 2. Per quarter unit (line c divided by 45 units)
- e. 2011-12 Nonresident Student Capital Outlay Fee (the <u>lesser</u> of line d **OR** 50% of adopted 2010-11 Nonresident Tuition Fee) <u>\$ 25</u>

The district governing board at its January 20, 2011 meeting adopted a <u>nonresident tuition fee</u> of \$ \_\_\_\_\_\_ per semester unit or \$ \_\_\_\_\_\_ per quarter unit, and a <u>nonresident capital outlay fee</u> of \$ \_\_\_\_\_ per semester unit or \$ \_\_\_\_\_ per quarter unit.

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

**Contact Person: Beth Mueller** 

Phone Number & email: 949.582.4661 / bmueller@soccd.edu

Upon adoption of the 2011-12 nonresident tuition and capital outlay fees by your district governing board no later than <u>February 1, 2011</u>, please submit a completed copy of this worksheet by <u>February 15, 2011</u> to:

California Community Colleges Chancellor's Office Fiscal Services Unit 1102 Q Street, 4<sup>th</sup> Floor Sacramento, CA 95811-6549 FAX (916) 323-3057

ATTN: Mike Yarber

#### 20011/12 Capital Outlay Fee Calculation \* E.C.S. 76142

A. Total Capital Outlay 2009/10	\$	23,154,282					
B. FTES for 2009/10		27,223					
C. Foreign Student Charge per Academic Year (A / B)	\$	851					
D. Estimated 2011/12 Capital Outlay Fee, per unit (C / 30)	\$	28					
E. Capital Outlay Fee, per Unit Recommended **	\$	25					
2011/12 Application Fee Calculation E.C.S. 76142							
A. Admissions & Records Operating Expense for 2009/10 (per CCFS-311, A.C. 6200)	\$	3,122,351					
B. FTES for 2009/10		27,223					
C. Student cost per academic year (A/B)	\$	115					
D. Estimated 2010/11 Application fee, per semester (C / 2)	\$	58					
E. Application Fee, per semester	\$	54					

#### **Comparison of Non-Resident Fees**

	2008/09	2009/10	2010/11	2011/12**
Non-Resident Tuition	\$ 181	\$ 190	\$ 183	\$ 179
Capital Outlay Fee	\$ 25	\$ 25	\$ 25	\$ 25
Application Fee	\$ 52	\$ 54	\$ 54	\$ 54

<sup>\*</sup> This portion of the Ed Code was amended by AB 947 (Chapter 377, statutes of 2009) to now charge this capital outlay fee to <u>ANY</u> nonresident student - <u>except</u> for "AB 540" students, who will continue to be exempt from this fee. AB 947 deleted the condition that a nonresident student capital fee will be charged <u>only</u> to nonresidents that were citizens and residents of a foreign country.

Recommended

<sup>\*\*</sup> SUGGESTED 2011/12 FEES

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.8 DATE: 01/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: 2011-2012 Sabbatical Recommendations

**ACTION:** 

Approval

#### **BACKGROUND**

Under the authority of Article XXVI, Section H, of the Academic Employee Master Agreement, 28 semesters are available for sabbaticals for the 2011-2012 academic year. Using the criteria of Article XXVI, thirteen (13) full-time faculty members have been recommended for sabbaticals during the 2011-2012 year. The sabbatical applications and support information were forwarded to and reviewed by the SOCCCD Sabbatical Committee, which is comprised of faculty and administrators representing both colleges and the district. Of the thirteen proposals selected, all faculty members requested single-semester sabbaticals; eight (8) requested sabbaticals for the Fall Semester 2011 and five (5) requested sabbatical leave for Spring Semester 2012. According to Section I, Subsection A, of the Academic Employee Master Agreement, sabbaticals are allowed for the professional enhancement of the faculty member, which shall benefit the faculty member, his/her college, students, and/or the District.

#### **STATUS**

The SOCCCD Sabbatical Committee met and reviewed all requests for sabbaticals for the 2010-2011 academic year. The committee, chaired by Dr. Tony Huntley, Professor, Mathematics, Science and Engineering, Saddleback College, and Dr. David Bugay, Vice Chancellor, Human Resources, voted to recommend the faculty members listed in Exhibit A for sabbaticals during the 2011-2012 academic year. Budget planning will reflect provisions to accommodate the sabbatical teaching loads.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the recommended faculty members for sabbaticals during the 2011-2012 academic year as indicated in Exhibit A.

## South Orange County Community College District 2011-2012 Sabbatical Committee Recommendations

Janet Bagwell
Liberal Arts & Learning Resources
Saddleback College

Spring Semester 2012

<u>TITLE:</u> Reading Program Distance Education: Creating English 170 Online for Reasoning and College Reading

#### GOAL(S) and OBJECTIVE(S):

- 1. To enhance my technology skills and expand my knowledge of the use of innovative technology for online instruction.
- 2. To design an online version of English 170, Reasoning and College Reading, a transfer-level reading class which fulfills the information competency and reading competency requirements for the AA, and the critical thinking requirement for transfer.

ACTIVITIES: To enhance my technology skills, I will complete the Online Educator Program offered by the Saddleback College Institute for Teaching and Learning. This program is comprised of six courses, which lead to an Online Education Skills Award certificate. Additionally, during the spring semester I will meet bi-weekly with Valerie Senior of the Saddleback College IT Department to learn the technical aspects of designing a course in Blackboard. These sessions will cover topics such as video posting software (Camtasia), the use of blogs, wikis, discussion boards, journals, and DE captioning.

The process of actually creating the online class will begin with meetings with Gena Lovett and Jo Anne Greenbaum, Reading instructors from Cal State Fullerton, who have created and currently teach an online critical reading class in the CSU system. These instructors have agreed to share their experiences, materials, and best practices.

The first step in developing content for the online English 170 class will be creating and narrating Power Point lectures in sections, putting them on the streaming server and then linking these to Blackboard. All lecture materials will be captioned and the course will be organized in topics rather than by weeks of instruction. This will enable the course to be taught not only as a full 16-week class, but also as an 8- or 12-week class. This course will be designed to enhance the ability of students from all academic disciplines to read, write, and think critically. The emphasis will be on understanding of implied meaning and logic and on developing college-level skills in analytical reading and writing.

#### PRODUCTS:

- Curriculum development: New online class, English 170, Reasoning & College Reading
- 2. Certificate: Online Educator Skills Award certificate

Roy Bauer School of Humanities & Languages Irvine Valley College Fall Semester 2011

<u>TITLE:</u> Producing Online Texts to be Provided Free to Students (for Intro to Philosophy, Ethics)

#### GOAL(S) and OBJECTIVE(S):

- 1. Produce a complete "Introduction to Philosophy" text to be made available electronically (and free) on my (Philosophy 1) courses' Blackboard sites. The text will be divided into chapters, corresponding to units (about five of them) of the course.
- 2. Produce a complete "Ethics" text to be made available electronically (and free) on my (Philosophy 2) courses' Blackboard sites. The text will be divided into chapters, corresponding to units (about five of them) of the course.

#### **ACTIVITIES:**

- 1. Research
  - Writing these chapters will typically entail examining recent treatments of course topics available in the literature and in reference works. (I intend that my writings will be upto-date.)
- 2. Writing (drafts)
  - I will be writing drafts of approximately 10-12 chapters (5-6 per text).
- 3. Feedback/criticism
  - I will share these drafts with friends in my field to gain valuable feedback.
- 4. Writing (final draft)
  - I will rewrite the drafts, hoping to improve them. I am particularly interested in writing very clear and understandable writings about primary texts from the public domain (the works of Hume, Hobbes, Mill, et al.). About 90% of the writing will be my own.

#### PRODUCTS:

- 1. An "Introduction to Philosophy" text, divided into about six chapters. It will exist in electronic form but, obviously, it can be printed out. It will be made available on my Phil. 1 Blackboard sites for use by my students.
- 2. An "Ethics" text, divided into about six chapters. It will exist in electronic form, but, obviously, it can be printed out. It will be made available on my Phil. 2 Blackboard sites for use by my students.

Bill Billingsley Social & Behavioral Sciences Saddleback College

Fall Semester 2011

<u>TITLE:</u> The Crisis of White Supremacy: Education and the Challenge to Racial Separatism, 1964-1974

Rationale: The issues of racial difference have played a central role in shaping the cultural consciousness of the modern world. This is especially the case for those societies in which

race has historically operated as a pivotal fulcrum shaping personal identity as well as civic membership and obligation. This sabbatical proposal is a research project examining the periods of crisis in a racial system emerging in the United States in the late nineteenth and early twentieth centuries (segregation or "Jim Crow"). The project will be focused on the role and locus of education as both a means of challenging the inadequacies of the racial system, and concurrently, as an arena in which to defend the racial system.

The product of this sabbatical will have numerous benefits for Saddleback students as they encounter and participate in increasingly multiethnic and multiracial world societies

#### GOAL(S) and OBJECTIVE(S):

The goals of this sabbatical are:

- a. To provide more knowledgeable and flexible instruction concerning race relations and related thematic issues in World and United States history for the benefit of students
- b. The acquisition of new classroom and learning materials and resources to be included in a revised and expanded pedagogy (bibliographies, documents, audio-visuals, PowerPoint programs, sound recordings, etc.)
- c. To produce a publishable manuscript on the problems of school desegregation in the United States, 1964-1974

#### **ACTIVITIES:**

The goals and objectives of the sabbatical will be accomplished by travel and research at several archival sites, libraries and repositories, and through conducting a series of oral history interviews with persons directly involved in the historical episode(s) under examination. The project will also involve the activities of computerizing the core results of research into course materials. Finally, a major activity is the creative process of writing. I will devote considerable activity time to assembling the findings/data into a manuscript.

#### PRODUCTS:

- 1. Images and documents for use in instruction program and possible use in student-directed research programs.
- 2. PowerPoint programs and slides
- 3. A manuscript based on research findings

Brenda Borron
School of Humanities & Languages
Irvine Valley College

Spring Semester 2012

<u>TITLE</u>: Institutionalizing Writing at Irvine Valley College: Creating Documents, PowerPoint and MediaSite Presentations for the Departmental Philosophy of Writing, the Departmental Minimum Requirements and the Departmental Writing Assessments

#### GOAL(S) AND OBJECTIVE(S):

The goal of this sabbatical project is to continue the process of institutionalization begun by the creation and administration of a standardized, text-based diagnostic essay, the implementation of writing workshops for all full-time and part-time faculty, and the distribution of faculty manuals. While the methods above have fostered the institutionalization of departmental policies and procedures, the department has yet to warehouse the information in a single location available to all full-time and part-time faculty.

My sabbatical project is designed to institutionalize information related to the departmental philosophy, the departmental minimum requirements, and the assessment measures associated with the writing program at Irvine Valley College by creating and then uploading to a web page PowerPoint presentations, MediaSite presentations, and documents related to the following:

- 1. the departmental philosophy,
- 2. the departmental minimum requirements,
- 3. the IVC Departmental Diagnostic,
- 4. the IVC Writing Sample Assessment,
- 5. the College Tests for English Placement, and
- 6. the Student Learning Outcomes for Writing

#### **ACTIVITIES:**

During the course of my sabbatical, I will locate and create documents for PowerPoint presentations that will be incorporated into MediaSite presentations for each of the six objectives (the areas listed above). Finally, I will create an English department assessment webpage and upload the documents, PowerPoint presentations, and MediaSite presentations to the webpage.

#### PRODUCTS:

Documents related to the six objectives
PowerPoint presentations related to the six objectives
MediaSite presentations related to the six objectives
A website housing documents, PowerPoint presentations, and MediaSite presentations

April Cunningham Liberal Arts & Learning Resources Saddleback College

Spring Semester 2012

<u>TITLE</u>: Librarians' Expertise: Discovering How Librarians Contribute to Student Learning and the Institutional Mission

#### GOAL(S) and OBJECTIVE(S):

- 1. I will conduct 10-15 in-depth interviews with instruction librarians and collect written reflections.
- 2. I will analyze the interview data in order to identify themes of librarians' expertise as teachers and their contributions to student learning and the institutional mission.
- 3. The results of this study will be described in my dissertation in order to satisfy the requirements of my Ed.D. in Educational Leadership in Community Colleges at CSU, Fullerton.

<u>ACTIVITIES</u>: I will conduct and analyze these interviews after a careful review of the literature. The study participants will be selected from local colleges and universities where librarians are involved in teaching and learning initiatives that develop students' information competency.

Librarians have expertise and experience that distinguishes them from faculty in other disciplines. When this is not well understood by librarians, faculty, administrators, and students, then librarians' unique skills remain under-utilized and they are a wasted resource. In order to get the most out of librarians' work, librarians themselves are the first group that needs to clearly understand and articulate their potential for contributing to the core institutional mission. Participants in my study will have the opportunity to reflect on the empowering elements of their professional experiences. By sharing my research findings, I will help other librarians to identify and communicate their own expertise and recognize their own positive experiences. Librarians who cultivate a powerful point of view will be better able to contribute to student learning and success.

#### PRODUCTS:

- 1. Results from interview and participant journal data analysis.
- 2. Synthesis of key research findings.
- 3. Detailed description of implications and recommendations based on the research findings.

Tam Huu Do School of Guidance/Counseling Irvine Valley College Spring Semester 2012

TITLE: The Articulation Process in Vietnam's Higher Education

#### GOAL(S) and OBJECTIVE(S):

1. To study the concept of Vietnam's version of articulation.

- To clarify the roles of local faculty and administrators, the role of the Ministry of Education and Training (MoET) and individual institutions in the articulation process of Vietnam.
- 3. To learn about Vietnam's COR (Course Outline of Record), or its equivalent, and Vietnam's approach to its management.
- 4. To comprehend other issues related to and affected by the articulation process.
- 5. To compare and contrast the articulation versions of Vietnam and California.

#### ACTIVITIES:

This study is qualitative in nature and comprises mostly of **interviews** with the administrators and faculty of a Vietnamese university; **observations** of (and possible **participation** in) the evaluation process of the CORs (Course Outline of Records); and **reviews** of samples of the course outline of records, or their equivalent, and other relevant documents. Presentation to the local administrators and faculty on how articulation is managed and operated in California universities and colleges is also planned for the purposes of information sharing and discussion.

#### PRODUCTS:

The project outcome is expected to be a two-part report that provides (a) a description and assessment of Vietnam's current articulation process and (b) a suggestion/analysis of the advantages and disadvantages of both Vietnam and California versions.

Stephen Felder
School of Humanities & Languages
Irvine Valley College

Spring Semester 2012

TITLE: Religion on the Web: Theory, Practice, and Scholarship

#### GOAL(S) AND OBJECTIVE(S):

To develop a scholarly analysis of the ways in which the emergence of the Internet has influenced, changed, and revolutionized ways of "being religious."

To explore how the "new media" both generates new kinds of human subjectivity (through, for example, religious websites, social-networking sites, blogs, and discussion lists) and provides new opportunities for religious experience.

To develop a series of interactive web-based assignments for students enrolled in Religious Studies courses at IVC.

To enhance lecture (on-campus delivery) and web-based content (on-line delivery) in Religious Studies courses at IVC through more sophisticated and relevant understandings of

current religious experience and to gather more effective sources of texts, images, and video clips available on the Internet for use in these courses.

#### **ACTIVITIES:**

For up to a year prior to my sabbatical I plan to read widely in the social and cultural theory of the Internet. I will spend my actual sabbatical doing more focused research developing my own theoretical approach to the study of religion on the Internet and applying this understanding to selected sites, discussions, events, and practices on the Internet.

I will also be reviewing, analyzing, and appropriating (with proper citation) texts, images, and video-clips suitable for enhancing the study of religion in undergraduate courses.

I will then apply myself to developing a series of web-based interactive assignments for use in the undergraduate study of religion.

#### **PRODUCTS**:

- 1. 12-15 web pages, each page serving as an interactive, web-based assignment.
- 2. 10-15 detailed outlines (and/or PowerPoint presentations) with illustrative texts, images, and video clips, to form the basis for lectures and web pages.
- 3. An annotated bibliography identifying the key academic research being done on the problem of the relationship between religion and the Internet.
- 4. At least one scholarly article.

Jennifer Forouzesh Health, Human Services & Emeritus Saddleback College

Fall Semester 2011

<u>TITLE</u>: The Head to Toe Bedside Physical Assessment Film Production

#### GOAL(S) AND OBJECTIVE(S):

The goal of Professor Forouzesh's sabbatical project will be to produce a high quality, professional instructional film that encompasses the entire body and is less than 45 minutes in length.

#### **ACTIVITIES:**

After reviewing current instructional videos, Ms Forouzesh will glean from them what can be used in a more succinct head to toe physical assessment film. She will work with the faculty and the film crew to develop objectives for the film and incorporate more engaging filming techniques to produce the film. She will develop the script, locate the actors, hire the film crew, and work with the editor so as to produce a high quality, professional film that can be

reproduced and loaded onto all of the computers in the computer lab and also placed on all nursing course Bb sites.

#### PRODUCTS:

At the conclusion of the sabbatical project, the nursing program will have a DVD that will demonstrate a head to toe physical assessment. This DVD will be compatible with our computers and also be able to be uploaded into our Blackboard classes.

#### **RATIONALE:**

For years, in the nursing discipline, we have been trying to find a concise physical assessment film that nurses perform on patients from head to toe at the hospital bedside. Most videos that we preview are very lengthy and do not encompass the entire body; they usually involve only one body system. Also, because of contractual issues the DVD's cannot be loaded on to our computers or accessed through a website. We currently demonstrate the head to toe physical assessment in the classroom. The limitations with this is that there is a lack of consistency from one class to another, and students cannot review it on their own time or use a suitable video if they need remediation. This film would be able to be loaded on to all computers in our computer lab and also on all of the blackboard sites within our nursing courses. This would allow for easy access for all of our students.

Bill Hewitt
Office of Special Programs & Services
Irvine Valley College

Fall Semester 2011

<u>TITLE</u>: Implementation of Best Practices in categorically funded programs

#### GOAL(S) and OBJECTIVE(S):

#### Goal:

 To identify, evaluate and implement Best Practice program elements that address cost effectiveness and efficiency in the categorically funded programs of EOPS/CARE, DSPS, CalWORKs and Foster Youth.

#### Objectives:

- 1. Identify relevant Best Practices in categorical programs.
- Select appropriate college site visit locations (min of 5 colleges).
- 3. Conduct site visits of selected colleges.
- 4. Formulate and disseminate recommendations.

#### **ACTIVITIES**:

I will begin my sabbatical by visiting the State Chancellor's office and reviewing their documents regarding Best Practices and Model Programs throughout the state. Based on this information, I will assess which practices would be beneficial in strengthening Irvine Valley College's categorical programs. I will then conduct site visitations to the colleges which best represent similar demographics to IVC and have programs that could be replicated within our college's categorical programs. At the conclusion of the site visits, I will formulate

recommendations and disseminate my findings to the appropriate audiences throughout the college and community.

#### PRODUCTS:

- List of Best Practices within categorical programs provided by the State Chancellor's office.
- 2. Documentation and procedures for implementation and sustainability.
- 3. A list of recommended actions that would enhance the delivery of services for students within the Supportive Services program.
- 4. Recommendations on methods to increase cost-effectiveness during this fiscal crisis.

#### Merton Hill Division of Math/Science/Engineering Saddleback College

Fall Semester 2011

<u>TITLE</u>: Professional and Curriculum Development — Geology of Selected National, California State and Orange County Parks

#### GOAL(S) and OBJECTIVE(S):

- 1. To produce for the community geological trail guide pamphlets for Crystal Cove State Park and Laguna Coast Wilderness Park.
- 2. To visit and photograph geological features (rocks, faults, folds, etc.) in selected western National, California State, and Orange County Parks.
- 3. To produce lecture text, PowerPoint presentations, and other classroom materials for Saddleback College geology and oceanography courses.
- 4. To further my professional development as a geology instructor, community lecturer and guide.

#### **ACTIVITIES:**

The products will be developed from published literature, interviews of National, California State, and Orange County Park personnel, and first-hand exploration of the geological features of the parks.

I previously developed a self-guided geology trail guide for the backcountry of Crystal Cove State Park. The color brochure with text and photographs explains each stop at numbered marker posts stuck in the ground at various points of interest. Park personnel have requested that I develop similar trail guides for other areas. (See attached letter of request.)

I will photograph the geology of several western National and State Parks including but not limited to Yosemite (granite batholithic and glacial features), Crater Lake (volcanic caldera),

Mount Lassen (active volcanism), Mount Shasta (explosive volcanism and glaciers), and Grand Canyon (ancient rocks and modern uplift and erosion). Students are always more

interested in hearing first-hand experiences and viewing original photographs (provided the quality is high) rather than simply hearing about places and features from third-hand sources.

By seeing these features in person, I will develop a better understanding of them myself and thereby become a more effective educator.

#### PRODUCTS:

- 1. "Discover Geology" trail guide pamphlet (with text and photographs) for the beach section of Crystal Cove State Park (Sample of my previous pamphlet is included with this application.)
- 2. Lecture text, photographs, and PowerPoint presentation for Saddleback College geology and oceanography courses and community lectures. I volunteer as a geology docent for three organizations: The Laguna Canyon Foundation, The Irvine Ranch Conservancy, and Crystal Cove State Park. I also speak at University of California, Irvine's Osher Life Long Learning Institute program on local geology. The proposed sabbatical will help me gather new materials and insights for my community education programs. The following lists my calendar of public and community lectures and guided hikes for Fall 2010:
- August 26, 7:00pm Lecture on the Geology of Crystal Cove (Cottage # 34 in the Historic District)
- August 28, 8:00am Laguna Coast Wilderness Park (Nix Nature Center geology hike)
- September 4, 9:00am Beach geology hike at Crystal Cove (Los Trancos parking area)
- September 11, 8:00am Laguna Coast Wilderness Park (Nix Nature Center geology hike)
- September 24, 12:00 noon "Earthquakes and Landslides in the Laguna Beach Area" (Suzie Q Laguna Beach Senior)
- October 10, 9:00am Beach geology hike at Crystal Cove (Los Trancos)
- October 24, 8:00am Laguna Coast Wilderness Park (Laurel Canyon geology hike)
- November 7, 9:00am Laguna Coast Wilderness Park (Nix Nature Center geology hike)
- November 18, 7:00pm Lecture on the Geology of Crystal Cove (Cottage # 34)
- November 21, 8:00am Laguna Coast Wilderness Park (Nix Nature Center geology hike)
- December 5, 9:00am Laguna Coast Wilderness Park (Nix Nature Center geology hike)
- December 12, 8:00am Laguna Coast Wilderness Park (Laurel Canyon geology hike)
- 3. Field notes and diary.

Marjorie Luesebrink
School of Humanities & Languages
Irvine Valley College

Fall Semester 2011

<u>TITLE</u>: Curriculum Access and Standardization for Online Literature and Creative Writing Courses.

#### GOAL(S) AND OBJECTIVE(S):

- 1. Design a framework in which faculty-generated online classes can be archived and made available for discipline faculty in the future.
- 2. Prevent the loss of valuable course material, research, and software development in the fields of Literature and Creative Writing
- 3. Share the results of the study and the process with faculty interested in teaching online classes; train faculty to develop online classes.

#### **ACTIVITIES**:

The goals and objectives of my project will be met by completing the following activities: Consulting with discipline experts in the field from Irvine Valley College and Saddleback College about the extent of online class materials and locations; researching and analyzing the successful elements of online teaching strategies and compile a report on these for the IVC and Saddleback faculty; designing and implementing a curricular and archiving model for online literature and creative writing classes; designing processes to make model curriculum and existing classes for literature and creative writing available to all discipline instructors.

#### **PRODUCTS:**

- 1. A website that models and highlights the key functions of online instruction so that faculty who are interested in creating their own classes can proceed confidently.
- 2. Online class websites that showcase actual classes available to all faculty for study or adaptation.

Step-by-step guidelines for creating, adopting or adapting online classes.

- 3. A collection of standardized "Blackboard" materials for use in literature and creative writing.
- 4. A workbook to introduce instructors to the use of Blackboard and existing instructional website for online instruction.
- 5. Packages of effective literature and creative writing classes for use by IVC and Saddleback instructors.

Roopa Mathur School of Business Sciences Irvine Valley College

<u>TITLE</u>: Development of Instructional Videos for various CIM courses related to Adobe Creative Suite and Web Design

#### GOAL(S) and OBJECTIVE(S):

The primary goal of the proposed videos is to explain difficult concepts and demonstrate how to perform challenging tasks using Adobe Creative Suite and/or Web Design tools for various CIM courses. CIM courses under consideration for videos include:

CIM 225.1 Creative Suite

CIM 241.1 Creating a Web Page using XHTML

CIM 243.1 Dreamweaver I

CIM 243.2 Dreamweaver II

CIM 249.1 Cascading Style Sheets

In order to meet the primary goal, Roopa Mathur will develop 10 to 15 instructional videos that will enable students to successfully meet course student learning outcomes (SLOs). These videos will benefit students in all modalities: traditional, online, and hybrid.

#### **ACTIVITIES**:

For each of the listed courses, Roopa Mathur will research and identify difficult concepts, tasks, and assignments that would benefit the student if instructional videos were provided. Roopa Mathur will select the top two or three video topics for each course. For each of the ten to fifteen videos, the objectives will be identified, along with the outline of the main concepts or the step-by-step instructions. Roopa Mathur will then develop the 10 to 15 instructional videos. Roopa Mathur will submit all the videos to IVC IT for close captioning.

#### PRODUCTS:

The products will include ten to fifteen instructional videos which will be used for the CIM courses listed above. These videos will be uploaded to Blackboard for any IVC instructor to use for their IVC Blackboard courses.

Joey Sellers Division of Fine Arts Saddleback College Fall Semester 2011

<u>TITLE:</u> Textbook and Related Technology for MUS 27 History of Jazz

#### GOAL(S) AND OBJECTIVE(S):

1. To create a textbook and related internet material that will help History of Jazz Students' comprehension of the material. This includes but is not limited to:

- a. Access to listening resources on the internet.
- b. Listening Guides that will help students understand specific events of particular pieces.
- c. A more extensive understanding of cultural influences which affected certain musical directions.
- 2. The textbook will inherently have a certain degree of malleability and may be modified to accommodate changes as student evaluations and instructor input or determined.
- 3. To allow students a sense of discovery that is self-motivated by augmenting text with Internet assignments.

#### **ACTIVITIES:**

Produced chapters and associated listening resources on the following: *Introduction – Jazz routines and how to listen*.

- 1) Origins/cultural context prior to 1900.
- 2) Early Jazz
- 3) Swing Era
- 4) Bop Era
- 5) Cool
- 6) Hard Bop
- 7) Miles Davis
- 8) John Coltrane
- 9) Ornette Coleman; Sun Ra
- 10) Charles Mingus
- 11) Summation Chapter and Index material

#### **PRODUCTS:**

Textbook and associated listening resources that are malleable and user friendly for students.

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.9 DATE: 01/20/11

**TO:** Board of Trustees

FROM: Gary L. Poertner, Chancellor

**RE:** Academic Personnel Actions – Regular Items

**ACTION:** Approval/Ratification

#### **BACKGROUND**

In accordance with Education Code Section 70902(b)(4), all employee actions must be approved or ratified by the Board of Trustees of each respective community college district.

#### **STATUS**

Personnel are employed in the South Orange County Community College District for the purpose of meeting the needs of students.

Those academic personnel actions shown in Exhibit A and Exhibit B are presented to the Board of Trustees for approval/ratification to be effective on the dates as shown on the Exhibit.

#### RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve/ratify the academic personnel actions as shown in Exhibit A and Exhibit B.

#### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

#### ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS

#### A. <u>NEW PERSONNEL APPOINTMENTS</u>

- 1. **ACADEMIC EMPLOYMENT** (Ratified Pursuant to Board Policy 4002.1)
  - a. GRABAU, MELVIN SCOTT, is to be employed as Theatre Arts Instructor (Technical Theatre Emphasis: Lighting and Sound Design), Pos #4183, School of Fine Art, Irvine Valley College, effective January 4, 2011. Approximate Salary Placement: Class II, Step 6. This position was approved by the Board of Trustees on October 26, 2009. (See Exhibit B, Attachment 1)
- 3. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF (Ratified Pursuant to Board Policy 4002.1)

			Approx.	
			Salary	
<u>Applicant</u>	Highest Degree	<u>Assignment</u>	Placement	Start Date
Alabastro, Alexis	MA/Psychology	Psychology/SC	II/6	01/10/11
<sup>1</sup> Campion, Marie	BS/Med. Microbio Tec	Medical Lab/SC	I/6	01/10/11
Dieu, Jasmine	MS/Counseling	Counseling/IVC	II/6	01/10/11
Fell, Devon	MS/Psychology	Psychology/IVC	II/6	01/10/11
Foster, Edward	MFA/Painting	Art/SC	II/6	01/10/11
Hamilton, Ian	MFA/Fine Arts	Art/SC	II/6	01/10/11
Hill, Eva	MA/Counseling	Psychology/IVC	II/6	01/10/11
Holowach, Lindsay	MA/History	History/IVC	II/6	01/10/11
*Kaminsky, Kathryn	BA/Fashion Merchand.	Fashion/SC	I/6	01/10/11
Johnson, Nicole	MS/Chemistry	Chemistry/SC	II/6	01/10/11
Kuckenbaker, Cy	MFA/Film Direction	DMA/IVC	II/6	01/10/11
Peters, Carolin	MFA/Painting	Art/SC	II/6	01/10/11
Peterson, Eric	MA/English	English/SC	V/6	01/10/11
Pinto, Anthony	MFA/Art	Graphic Design/IVC	II/6	01/10/11
Pothen, Daniel	MS/Health Infor. Sys.	Medical Assisting/SC	II/6	01/10/11
Rossiter, Jonathan	MA/Geography	Geography/SC	II/6	01/10/11
Shea, Nora	MLIS/Library Science	Librarian/SC	II/6	01/10/11
Stern, Kerry	MLIS/Library Science	Librarian/SC	II/6	01/10/11
Thiercof, Debra	MS/TESOL	ESL/SC	II/6	01/10/11
Vanderbilt, Kim	MA/Exp. Psychology	Psychology/SC	II/6	01/10/11
<sup>1</sup> West, Tracy	BS/Business	Fashion/SC	I/6	01/10/11

<sup>&</sup>lt;sup>1</sup> Per state chancellor's minimum qualifications, a Master's degree is not required to teach this subject.

#### A. <u>NEW PERSONNEL APPOINTMENTS</u> - Continued

3. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF (Ratified - Pursuant to Board Policy 4002.1)

#### **EQUIVALENCY**

As outlined in the Academic Hiring Policies, Division 1, Part 4, Section 3B, Review of Equivalent Minimum Qualifications, members of the hiring committee, including faculty with discipline expertise, have met and rendered an affirmative decision that each recommended candidate possesses the educational background equivalent to the minimum qualifications for each respective position. As such, the following individuals are submitted for approval/ratification as part-time instructors under Equivalencies as outlined in the Title 5 Regulations and Minimum Qualifications, Article 2, Section 53430.

			Approx.	
			<u>Salary</u>	
<u>Applicant</u>	Highest Degree	<u>Assignment</u>	Placement	Start Date
Dilullo, Loren	BA/Communication	Fashion/SC	1/6	01/10/11

Equivalency is based on a Bachelor of Arts degree in Communication Studies with a minor in Fashion Merchandising from California State University, Long Beach. Ms. Dilullo also possesses an Associate of Arts degree from Orange Coast Community College, including fashion coursework. She served as an instructional intern under the mentor of a full-time faculty for Careers in Fashion through the Teachers Preparation Program for Saddleback College from February, 2009 through May, 2009. Ms. Dilullo has over five years of experience in the fashion industry with companies including Billabong, Wet Seal, Molly Brown's Swimwear, Trina Turk, Saks Fifth Avenue, and Rip Curl. She currently works full-time as a customer service representative for OluKai Premium Footwear.

## B. <u>AUTHORIZATION TO ELIMINATE ACADEMIC POSITIONS AND/OR POSITION NUMBERS</u>

- CIM/OIS INSTRUCTOR, Pos #1638, an Academic Faculty position, Division of Business Science and Economic and Workforce Development, Saddleback College seeks authorization to eliminate this full-time position from its staff complement, effective January 21, 2011. This position was appointed to Petrina Friede, who is to receive a change in assignment. (Position approved: 1979)
- COMMUNICATION ARTS INSTRUCTOR, Pos #1601, an Academic Faculty position, Division of Fine Arts and Media Technology, Saddleback College seeks authorization to eliminate this full-time position from its staff complement, effective May 24, 2010. This position was originally approved by the Board of Trustees to be replaced with Photography Instructor on May 24, 2010. (Position approved: 1977)
- FINE ARTS INSTRUCTOR, Pos #1662, an Academic Faculty position, Department of Fine Arts, Division of Fine Arts and Media Technology, Saddleback College seeks authorization to eliminate this full-time position from its staff complement, effective November 17, 2010. (Position approved: 1980)

## B. <u>AUTHORIZATION TO ELIMINATE ACADEMIC POSITIONS AND/OR POSITION NUMBERS</u>

- 4. HISTORY AND CHICANO-LATINO INSTRUCTOR, Pos #1725, and Academic Faculty position, Division of Social and Behavioral Sciences, Saddleback College seeks authorization to eliminate this full-time position from its staff complement, effective November 17, 2010. (Position approved: 1968)
- 5. MATH AND COMPUTER SCIENCE INSTRUCTOR, Pos #1557, an Academic Faculty position, Division of Mathematics, Sciences and Engineering, Saddleback College seeks authorization to eliminate this full-time position from its staff complement, effective November 17, 2010. (Position approved: 1986)
- 6. MATRICULATION COORDINATOR, Pos #2495, an Academic Faculty position, Divisions of Counseling Services and Special Programs, Saddleback College seeks authorization to eliminate this full-time position from its staff complement, effective November 17, 2010. (Position approved: June 25, 1998)

#### C. <u>AUTHORIZATION TO ESTABLISH AN ACADEMIC FACULTY POSITION</u>

- 1. ART INSTRUCTOR (2D AND 3D DESIGN), Department of Fine Arts, Division of Fine Arts and Media Technology, Saddleback College seeks authorization to establish this full-time Academic Faculty position to its staff complement, Academic Faculty Salary Schedule, effective November 17, 2010. This position replaces Fine Arts Instructor, Pos #1662, upon approval by the Board of Trustees of item B3 of this agenda. Recruitment for this position was approved by the Board of Trustees on November 17, 2010.
- GERMAN INSTRUCTOR, Division of Liberal Arts and Learning Resources, Saddleback College seeks authorization to establish this full-time Academic Faculty position to its staff complement, Academic Faculty Salary Schedule, effective August 16, 2004. <u>This position</u> replaces CIM/OIS Instructor, Pos #1638, upon approval by the Board of Trustees of item B1 of this agenda.
- 3. MATHEMATICS INSTRUCTOR, Division of Mathematics, Sciences and Engineering, Saddleback College seeks authorization to establish this full-time Academic Faculty position to its staff complement, Academic Salary Schedule, effective November 17, 2010. This position replaces Math and Computer Science Instructor, Pos #1557, upon approval by the Board of Trustees of item B5 of this agenda. Recruitment for this position was approved by the Board of Trustees on November 17, 2010.
- 4. MATRICULATION COORDINATOR/COUNSELOR, Division of Counseling Services and Special Programs, Saddleback College seeks authorization to establish this full-time Academic Faculty position to its staff complement, Academic Salary Schedule, effective December 6, 2010. This position replaces Matriculation Coordinator, Pos #2495, upon approval by the Board of Trustees of item B6 of this agenda. Recruitment for this position was approved by the Board of Trustees on December 6, 2010.

### C. AUTHORIZATION TO ESTABLISH AN ACADEMIC FACULTY POSITION

- 5. PHOTOGRAPHY INSTRUCTOR, Division of Fine Arts and Media Technology, Saddleback College seeks authorization to establish this full-time Academic Faculty position, to its staff complement Academic Salary Schedule, effective November 17, 2010. This position replaces Communication Arts Instructor, Pos #1601, upon approval by the Board of Trustees of item B2 of this agenda. Recruitment for this position was approved by the Board of Trustees November 17, 2010.
- 6. WORLD HISTORY INSTRUCTOR, Division of Social and Behavioral Sciences, Saddleback College seeks authorization to establish this full-time Academic Faculty position, to its staff complement Academic Salary Schedule, effective November 17 2010. This position replaces History and Chicano-Latino Instructor, Pos #1725, upon approval by the Board of Trustees of item B4 of this agenda. Recruitment for this position was approved by the Board of Trustees November 17, 2010

### D. CHANGE ACADEMIC FACULTY ASSIGNMENT AND TRANSFER

FRIEDE, PETRINA, ID #1272, CIM/OIS Instructor, Pos #1638, Academic Salary Column V, Step 30, Division of Business Science and Economic and Workforce Development, Saddleback College, is to transfer and report to the Dean of the Division of Liberal Arts and Learning Resources, Saddleback College and receive a change in assignment to German Instructor, Academic Salary Column V, Step 30, pursuant to a reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021, effective August 16, 2004. This item is contingent upon approval by the Board of Trustees of items B1 and C2 of this agenda.

### E. ADDITIONAL COMPENSATION: GENERAL FUND

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for the 2010/2011 fiscal years.

		<u>Not</u>	to Exceed	
<u>Name</u>	<u>Activity</u>		<b>Amount</b>	Effective Date
<sup>2</sup> Brass, Monique	Facilitator, Life Fitness Ctr/IVC	\$	4,130.40	01/10/11-05/20/11
Jacobs, Louise	Facilitator, Emeritus Institute/IVC		1,721.00	01/10/11-05/20/11
Pestolesi, Diane	Asst. Nursing Program Director/SC		3,442.00	01/10/11-05/20/11
Rivas, Daniel	Recorder, Academic Senate/IVC		3,442.00	01/10/11-05/20/11

### F. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2010/2011 fiscal years.

		Not	to Exceed	
Name	<u>Activity</u>		<u>Amount</u>	Effective Date
Beasley, James	Basic Skills/ESL Reader/IVC	\$	1,680.00	08/23/10-05/13/11
Bromberger, Kristine	Basic Skills Workshops/IVC		225.00	08/23/10-12/10/10

<sup>&</sup>lt;sup>2</sup> Wife of Colin McCaughey, full-time, Administration of Justice Instructor, School of Social/Behaviorial Sciences, Irvine Valley College.

### F. ADDITIONAL COMPENSATION: CATEGORICAL/NON-GENERAL FUND

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2010/2011 fiscal years.

	Not t	o Exceed	
Name	Activity	<u>Amount</u>	Effective Date
<sup>3</sup> Chu, Hencelyn	Develop Clinical Sites/SC	2,753.60	10/26/10-12/19/10
Colson, Robert	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Dubey, Jaya	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Esteras, Wendy	Basic Skills Workshops/IVC	150.00	08/23/10-12/10/10
Etter, William	Co-Coordinator, Basic Skills/IVC	1,250.00	01/04/11-05/20/11
Gomez, Frank	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Goulding, Carrie	Basic Skills Workshops/IVC	150.00	08/23/10-12/10/10
Hare, Matthew	String Coach/Foundation/SC	1,500.00	08/23/10-12/10/10
Heinze, Amy Celeste	Basic Skills Workshops/IVC \$	375.00	08/23/10-12/10/10
Hildebrand, Colleen	Basic Skills/ESL Reader/IVC	1,680.00	08/23/10-05/13/11
Hildebrand, Colleen	Basic Skills Workshops/IVC	225.00	08/23/10-12/10/10
Hill, Joan	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Holley, Lauren	Basic Skills Workshops/IVC	150.00	08/23/10-12/10/10
Kaminsky, Rebecca	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
King, Donna	Mentor practicum/TPP Prog/IVC	500.00	10/23/10-12/11/10
Lathrop, Michael	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Licitra, John	Coord., CSLC Basic Skills/IVC	3,442.00	01/01/11-05/20/11
Lopez, Dennis	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Lutz, Sunita	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Martinez-Plambeck, C.	Basic Skills Workshops/IVC	150.00	08/23/10-12/10/10
Mattoon, Michelle	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
McRoberts, Mary	BSI Project/Reading Resource/SC	344.20	08/23/10-12/19/10
McRoberts, Mary	BSI Project/Reading Resource/SC	344.20	01/10/11-05/19/11
Melendez, Robert	Services/Tustin Unified SD/IVC	5,440.00	08/23/10-12/10/10
Melendez, Robert	Services/Tustin Unified SD/IVC	5,440.00	01/10/11-05/12/11
Meyers, Clifford	CTE CC Career Day Event/SC	100.00	02/07/11-02/07/11
Nester, Roberta	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
O'Neil, Kimberley	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Soltani, Parisa	Stud Svc Outcome/Basic Sk/IVC	1,250.00	08/23/10-12/10/10
Stephens, Blake	CTE CC/Bldg Green Career Prog/SC	500.00	08/01/10-12/30/10
Stout, Ronald	Trumpet Clinics/Foundation/SC	300.00	10/06/10-10/13/10
Tackett, Edward	CTE CC/Bldg Green Career Prog/SC	500.00	08/01/10-12/30/10
Terranova, John	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Trapedo, Shaina	Basic Skills Workshops/IVC	150.00	08/23/10-12/10/10
Vogel, Sarah	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Weaver, Chris	Basic Skills Workshops/IVC	75.00	08/23/10-12/10/10
Williams, Thaddeus	Chair, Curriculum/Emeritus Inst/SC	2,294.60	01/04/11-05/19/11
<sup>4</sup> Zucker, Richard	Lecturer/Guest Speaker/TPP/IVC	100.00	11/30/10-11/30/10

<sup>&</sup>lt;sup>3</sup> Wife of David Chu, part-time Lecturer, Division of Health Sciences and Human Services, Saddleback College.

<sup>&</sup>lt;sup>4</sup> This item was presented to the Board of Trustees on Academic Agenda, December 6, 2010 as Richard Goodman in error.

### G. REDUCED WORKLOAD PROGRAM WITH STRS RETIREMENT REVISION

 EGASSE, JEANNE, ID #2461, Spanish Instructor, Pos #1529, Academic Faculty Salary Column V, Step 30, School of Humanities & Languages, Irvine Valley College, has been considered eligible by STRS requirements to participate in a reduction in teaching contract to 83.3% workload for the academic years 2011-2020, in accordance with Article XXXI, Section 1, of the Academic Employee Master Agreement 2007-2010. Ms. Egasse was originally approved by the Board of Trustees, on December 7, 2009, on the Reduced Workload Program with STRS Retire to 85% of contract.

### **ATTACHMENT 1**

NAME:

GARBAU, MELVIN SCOTT

**POSITION:** 

THEATRE ARTS INSTRUCTOR (Technical Theatre Emphasis: Lighting and

Sound Design)

Full-time, Tenure Track Irvine Valley College

**EDUCATION:** 

M.F.A.

Theatre

University of California

San Diego, CA

### **EXPERIENCE:**

Mr. Grabau is currently working as a self-employed Lighting and Sound Designer since June, 1992. His experience also includes teaching Technical Theatre and Arts Management part-time for the San Diego Unified School District from September 2007 – June 2010; part-time teaching of Lighting and Sound practicum for Grossmont-Cuyamaca Community College from August 2008 – January 2011; part-time Technical Director for San Dieguito Unified School District from September 2003 – June, 2008; part-time Teaching Assistant of Lighting and Sound classes at University of California, San Diego from September 2001 – May 2005; part-time Teaching Assistant of Lighting and Sound courses at University of Kansas from September 1999 – May 2000; full-time Salesperson for Western Light Source, San Diego from October 1994 – June 1996; full-time Salesperson for Efficient Lighting Systems, San Diego from April 1993 – October 1994. In addition, Mr. Grabau has been actively designing lighting, sound and scenes for multiple professional, repertory, high school and college performances since 1992.

### RECENT AWARDS, PROFESSIONAL GROWTH AND CONTRIBUTIONS:

- KPBS Patte Award, Best Lighting Dracula at North Coast Repertory Theater, 2007
- KPBS Patte Award, Best Sound Curse of the Starving Class at Cygnet theatre, 2005
- NAACP Theatre Award, Best Sound Da Kink in My Hair at San Diego Repertory, 2006
- ETC Company, LDI Student Sponsorship Winner, November 2002

### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 6.10 DATE: 01/20/11

**TO:** Board of Trustees

FROM: Gary L. Poertner, Chancellor

**RE:** Classified Personnel Actions – Regular Items

**ACTION:** Approval/Ratification

### BACKGROUND

In accordance with Education Code Section 70902(b)(4), all employee actions must be approved or ratified by the Board of Trustees of each respective community college district.

### **STATUS**

Personnel are employed in the South Orange County Community College District for the purpose of meeting the needs of students.

### RECOMMENDATION

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

### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT CLASSIFIED PERSONNEL ACTIONS/RATIFICATIONS

### A. NEW PERSONNEL APPOINTMENTS

- 1. CLASSIFIED EMPLOYMENT (Information Items Pursuant to Board Policy 4002.1)
  - a. DIXON, SHERYN is to be employed as Dispatcher, Pos #4258, Office of Safety and Security, Irvine Valley College, Classified Bargaining Unit Salary Range 117, Step 1, 40 hours per week, 12 months per year, effective January 3, 2011. This is position was approved by the Board of Trustees on February 22, 2010.
  - b. HAN, JACKIE is to be employed as Senior Accounting Specialist, Pos #4017, College Foundation, Saddleback College, Classified Bargaining Unit Salary Range 131, Step 1, 40 hours per week, 12 months per year, effective January 4, 2011. This is a replacement position for Kevin Dalla Betta, who received a change in status.
  - c. <sup>1</sup>LAKOW-ORAM, GINA, ID #10094, is to be employed as Health Office Assistant, Pos #3884, Student Health Center, Office of Student Services, Saddleback College, Classified Bargaining Unit Salary Range 115, Step 1, 20 hours per week, 12 months per year, effective January 3, 2011. This is a replacement position for Elizabeth Elliott.
  - d. LOPEZ, SONIA is to be employed as Accounting Assistant, Pos #4310, Bursars Office, College Fiscal Services, Irvine Valley College, Classified Bargaining Unit Salary Range 118, Step 1, 25 hours per week, 12 months per year, effective January 3, 2011. This position was approved by the Board of Trustees on September 27, 2010.
  - e. <sup>2</sup>MACKENZIE, THOMAS is to be employed as Applications Specialist II, Pos #4093, Innovation Technology Center, Office of Instruction, Saddleback College, Classified Bargaining Unit Salary Range 138, Step 1, 40 hours per week, 12 months per year, effective January 3, 2011. This is a replacement position for Kathleen Constance, who retired.
  - f. MOONEY, ASHLEY is to be employed as Program Assistant (Categorical), Pos #3607, Division of Health Sciences and Human Services, Saddleback College, Classified Bargaining Unit Salary Range 118, Step 1, 40 hours per week, 12 months per year, effective December 20, 2010. This is a replacement position for Chelsey, Gray. Employment in this categorical position is contingent upon the availability of funding by Health Information Technology Program, Industry Driven Regional Collaborative Grant.

<sup>&</sup>lt;sup>1</sup> Reemployment from previous layoff as Clerical Assistant, a categorical funded position, on August 6, 2009. Daughter of I. Antonia Lakow, Human Resources Specialist, Office of Human Resources, District; Father of Maria Lakow, Sr. Administrative Assistant, Information Technology Center, Saddleback College and William Lakow, Multimedia Technician, Office of College Technology, Saddleback College.

<sup>&</sup>lt;sup>2</sup> Husband of Emalee Mackenzie, full-time Biology Instructor, School of Life Science and Technology, Irvine Valley. College.

### A. <u>NEW PERSONNEL APPOINTMENTS</u> - Continued

- 1. <u>CLASSIFIED EMPLOYMENT</u> (Information Items Pursuant to Board Policy 4002.1)
  - g. PICHARDO SANTANA, LUZ M is to be employed as Program Assistant (Categorical), Pos #4305, Division of Health Sciences and Human Services, Saddleback College, Classified Bargaining Unit Salary Range 118, Step 1, 40 hours per week, 12 months per year, effective December 20, 2010. This position was approved by the Board of Trustees on July 26, 2010, with employment contingent upon the availability of funding by the Governor's 15% Workforce Investment Act Funds for Allied Health Programs Grant.
- 2. The following individuals are to be employed as **Substitutes** in the classification noted below, on an if-and-as-needed basis. (Information Items Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	Classification	Range/Step	Start Date
Cueto, Catherine	Library Assistant I/IVC	115/1	11/24/10
Cueto, Catherine	Library Assistant II/IVC	119/1	11/24/10
Cueto, Catherine	Library Assistant III/IVC	121/1	11/24/10
Cueto, Catherine	Library Technician/IVC	125/1	11/24/10
Day, Jill	Library Assistant I/IVC	115/1	11/24/10
Day, Jill	Library Assistant II/IVC	119/1	11/24/10
Day, Jill	Library Assistant III/IVC	121/1	11/24/10
Day, Jill	Library Technician/IVC	125/1	11/24/10
Jech, Christa	Library Assistant I/IVC	115/1	11/24/10
Jech, Christa	Library Assistant II/IVC	119/1	11/24/10
Jech, Christa	Library Assistant III/IVC	121/1	11/24/10
Kashiwagi, Izumi	Accompanist/IVC	126/1	01/10/11
Jech, Christa	Library Technician/IVC	125/1	11/24/10
Medina, Jorge	Custodian/SC	113/1	11/17/10
Motak, Courtney	Program Senior Lab. Technician (Sim.)/SC	130/1	11/22/10
Venditti, Jeanne	Library Assistant I/IVC	115/1	11/24/10
Venditti, Jeanne	Library Assistant II/IVC	119/1	11/24/10
Venditti, Jeanne	Library Assistant III/IVC	121/1	11/24/10
Venditti, Jeanne	Library Technician/IVC	125/1	11/24/10
Zmudzinski, Michael	Library Assistant I/IVC	115/1	11/24/10
Zmudzinski, Michael	Library Assistant II/IVC	119/1	11/24/10
Zmudzinski, Michael	Library Assistant III/IVC	121/1	11/24/10
Zmudzinski, Michael	Library Technician/IVC	125/1	11/24/10

3. The following individuals are to be employed as **Short-Term** (**Temporary**) positions for the **2010/2011** 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>	Hou	rly Rate	Start/End Date
Aldrich, David	TMD Aide/IVC	\$	10.50	11/15/10-06/30/11
Amirakhorlot, Farhad	TPP Aide/SC		10.00	11/30/10-06/30/11
Asaly, Sarah	Project Specialist/SC		10.50	01/01/11-06/30/11
Belardes, Yvonne	Clerk, Short-Term/SC		11.00	01/01/11-06/30/11
Bones, Gerald	Project Specialist/SC		10.50	01/01/11-06/30/11
Brown, Lucy	Clerk, Short-Term/SC		15.00	01/01/11-06/30/11

### A. <u>NEW PERSONNEL APPOINTMENTS</u> - Continued

3. The following individuals are to be employed as **Short-Term** (**Temporary**) positions for the **2010/2011** 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>	Position	Hou	ırly Rate	Start/End Date
Campos, Salomon	Coaching Aide/IVC	\$	15.00	12/10/10-06/30/11
Cardinale, Lauren	TPP Aide/SC	•	10.00	12/16/10-06/30/11
Carter-Ortega, Mary	Clerk, Short-Term/SC		10.50	01/01/11-06/30/11
Casad, Christina	Clerk, Short-Term/IVC		8.50	11/23/10-06/30/11
<sup>3</sup> Casillas, Meghan	Clerk, Short-Term/SC		11.00	01/01/11-06/30/11
Catalano, Torri	Coaching Aide/SC		15.00	12/07/10-06/30/11
Cervantes, Martha	Clerk, Short-Term/SC		15.50	01/01/11-06/30/11
Chan, Tiffany	Clerk, Short-Term/IVC		8.50	11/08/10-06/30/11
Constance, Kathleen	Spec. Project Coord./SC		60.00	01/03/11-06/30/11
Day, Mark	Project Specialist/IVC		16.00	10/01/10-06/30/11
Delahunty, Alexander	TPP Aide/SC		10.00	12/07/10-06/30/11
Donahue, Beatriz	Clerk, Short-Term/IVC		8.50	01/01/10-06/30/11
Dornan, Corinne	Project Specialist/SC		10.50	01/01/11-06/30/11
Doumad, Andre	Clerk, Short-Term/IVC		8.50	01/03/10-06/30/11
Dwinell, Patti	Clerk, Short-Term/SC		13.00	01/01/11-06/30/11
El AHmar, Nidal	Clerk, Short-Term/IVC		8.50	01/03/11-06/30/11
Faulkner, Bryn	Project Specialist/SC		20.00	11/16/10-06/30/11
Fort, Paloma	TPP Aide/SC		10.00	12/07/10-06/30/11
Fox, Jill	Clerk, Short-Term/SC		13.00	01/01/11-06/30/11
Furuta, Jeanne	Clerk, Short-Term/SC		14.00	01/01/11-06/30/11
Ghanbariami, Sara	Project Specialist/SC		11.50	11/23/10-06/30/11
Graham, Paul	Clerk, Short-Term/IVC		8.50	01/03/11-06/30/11
Higgins, Christopher	TMD Aide/IVC		10.50	11/15/10-06/30/11
Huft, Justin	Project Specialist/SC		11.50	11/16/10-06/30/11
James, Gregg	Spec. Proj. Coord./IVC		30.00	01/03/11-06/30/11
Jaramillo, Linda	Clerk, Short-Term/SC		11.50	01/01/11-06/30/11
Johnson, Scott	TMD Aide/IVC		10.50	11/15/10-06/30/11
Kimura, Thomas	Clerk, Short-Term/SC		13.00	01/01/11-06/30/11
Kochanski, Jennifer	Project Specialist/TVC		18.00	12/17/10-06/30/11
LaRusso, Pamela	Clerk, Short-Term/IVC		8.50	01/03/11-06/30/11
Lindahl, Glenda	Clerk, Short-Term/SC		16.00	01/01/11-06/30/11
Lindsey, Susan	Project Specialist/SC		12.50	01/01/11-06/30/11
Margel, Scott	Project Specialist/SC		13.00	11/24/10-06/30/11
May, Adam	TPP Aide/SC		10.00	12/17/10-06/30/11
McCarty, Jennifer	Spec. Project Coord./IVC		35.00	12/03/10-06/30/11
Moran, Devin	Coaching Aide/SC		15.00	11/29/10-06/30/11
<sup>4</sup> Mueller, Todd	Clerk, Short-Term/IVC		8.50	01/03/11-06/30/11
Novak, Mary	Clerk, Short-Term/SC		11.50	01/01/11-06/30/11
Peterson, Jennifer	Clerk, Short-Term/IVC		8.50	11/17/10-06/30/11
Roehler, Trevor	TMD Aide/IVC		10.50	11/15/10-06/30/11

<sup>&</sup>lt;sup>3</sup> Daughter of Lurdes Casillas, Sr. Administrative Assistant, Office of Admissions, Records & Enrollment Svc., Saddleback College.

<sup>&</sup>lt;sup>4</sup> Son of M. "Beth" Mueller, District Director of Fiscal Services, Office of Administrative and Business Services, District.

### A. <u>NEW PERSONNEL APPOINTMENTS</u> - Continued

3. The following individuals are to be employed as **Short-Term** (Temporary) positions for the 2010/2011 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>	Hourly Rate	Start/End Date
Salarfar, Maryam	Clerk, Short-Term/IVC	\$ 11.00	01/03/11-06/30/11
Schlesinger, David	Project Specialist/SC	16.00	01/01/11-06/30/11
Shalhub, Sonia	Clerk, Short-Term/SC	15.00	01/01/11-06/30/11
Smith, Linda	Clerk, Short-Term/SC	12.50	01/01/11-06/30/11
Tatro, Shani	Clerk, Short-Term/IVC	8.50	01/03/11-06/30/11
Turnquist, Barbara	Clerk, Short-Term/SC	15.00	01/01/11-06/30/11
Willcox, Jordan	TPP Aide/SC	10.00	12/14/10-06/30/11

4. The following individuals are to be employed as **Student Help** (Temporary), Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the 2010/2011 academic year.

<u>Name</u>	Start/End Date
Chavez, Kristina	10/30/10-06/30/11
Duke, Mardi	11/15/10-06/30/11
Hermansson, Marielle	01/03/11-06/30/11
Harrison, Tian Mu	11/22/10-06/30/11
Kerr, Rachel	01/07/10-06/30/11
Qader, Sheila	10/30/10-06/30/11

5. 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 2010/2011 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>	Not to Exceed	Start/End Date
Allah, Nancy	Comm. Ed./SC	$$2500.00/cs^{5}$	12/14/10-06/30/11
<sup>6</sup> Austin Funnemark, Berit	Comm. Ed./SC	2500.00/cs	11/30/10-06/30/11
Calen, Catherine	Interpreter V/SC	45.00/hr	12/17/10-06/30/11
Chornomud, Ivette	CACT/IVC	68.89/hr	07/01/10-06/30/11
Graham, Elizabeth	Clinical Skills Spec./SC	35.00/hr	12/13/10-06/30/11
Jacobs, Jacob	Comm. Ed./IVC	2500.00/cs	12/03/10-06/30/11
<sup>7</sup> McCaughey, Colin	Comm. Ed./IVC	2500.00/cs	11/17/10-06/30/11
Nguyen, Wendy	Clinical Skills Spec./SC	35.00/hr	11/02/10-06/30/11

<sup>&</sup>lt;sup>6</sup> Mother of Paul Erik Austin, Lead Warehouse Worker, Purchasing, Office of Administrative and Business Services,

<sup>&</sup>lt;sup>7</sup> Husband of Monique Brass, part-time Lecturer, School of Health, Physical Education and Athletics, Irvine Valley College.

### B. <u>AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS</u>

- 1. ADMINISTRATIVE ASSISTANT, Pos #4031, Classified Bargaining Unit Salary Range 121, Technology Services, Office of Instruction, Irvine Valley College seeks authorization to eliminate this part-time, 29 hours per week, 12 months per year position from its staff complement, effective January 21, 2011 (Position Approved: February 23, 2009)
- 2. NETWORK SYSTEMS TECHNICIAN I, Pos #4268, Classified Bargaining Unit Salary Range 132, Technology Services, Office of Instruction, Irvine Valley College seeks authorization to eliminate this part-time, 29 hours per week, 12 months per year position from its staff complement, effective January 21, 2011. (Position Approved: April 26, 2010)
- 3. OFFICE ASSISTANT, Pos #3205, Classified Bargaining Unit Salary Range 113, Division of Mathematics, Sciences and Engineering, Saddleback College seeks authorization to eliminate this part-time, 29 hours per week, 12 months per year position from its staff complement, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021, effective January 21, 2011. (Position Approved: February 27, 2006)
- 4. POLICE OFFICER LEAD, Pos #2569, Classified Police Officers Association Bargaining Unit Salary Range III, Office of Safety and Security, Irvine Valley College seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, effective January 21, 2011. (Position approved: September 25, 2000)
- 5. SENIOR ADMINISTRATIVE ASSISTANT, Pos #3396, Classified Bargaining Unit Salary Range 127, Office of Human Resources, District seeks authorization to extend the temporary elimination of this full-time, 40 hours per week, 12 months per year position from its staff complement, pursuant to a temporary reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021, effective December 4, 2010 through March 10, 2011. This position was approved to extend temporary elimination on September 27, 2010. (Position approved: February 27, 2006)
- 6. SENIOR LABORATORY TECHNICIAN, THEATER/CARPENTRY, Pos #4003, Classified Bargaining Unit Salary Range 130, 5% shift differential, School of Fine Arts, Irvine Valley College seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, effective January 21, 2011, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021. (Position approved: January 20, 2009)

### C. <u>AUTHORIZATION TO EXTEND A TEMPORARY CLASSIFIED POSITION</u>

1. HUMAN RESOURCES SPECIALIST, Pos #4287, Classified Bargaining Unit Salary Range 127, Office of Human Resources, District seeks authorization to extend this temporary full-time, 40 hours per week position in its staff complement, pursuant to a temporary reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021 effective December 4, 2010 through March 10, 2011. This position is a temporary replacement per item B5 of this agenda and will be eliminated upon completion of assignment.

### D. <u>AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION</u>

- 1. ADMINISTRATIVE ASSISTANT, Classified Bargaining Unit Salary Range 121, Division of Mathematics, Sciences and Engineering, Saddleback College seeks authorization to establish and announce this part-time, 29 hours per week, 12 months per year position to its staff complement pursuant to a reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021, effective January 21, 2011. This item is contingent upon approval by the Board of Trustees of items B3 on this agenda.
- 2. ADMINISTRATIVE ASSISTANT, Classified Bargaining Unit Salary Range 121, Technology Services, Office of Instruction, 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 January 21, 2011. This item is contingent upon approval by the Board of Trustees of items B1 on this agenda.
- 3. ADMINISTRATIVE ASSISTANT, Classified Bargaining Unit Salary Range 121, Office of Safety and Security, Irvine Valley College seeks authorization to establish and announce this part-time, 20 hours per week, 12 months per year position to its staff complement, effective January 21, 2011.
- 4. MAINTENANCE COORDINATOR, Classified Bargaining Unit Salary Range 135, Facilities Maintenance, Office of Physical Plant, 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 January 21, 2011. (Job Description, Exhibit B, Attachment 1)
- 5. NETWORK SYSTEMS TECHNICIAN I, Classified Bargaining Unit Salary Range 132, Technology Services, Office of Instruction, Irvine Valley College seeks authorization to establish and announce this 40 hours per week, 12 months per year position to its staff complement, effective January 21, 2011. This item is contingent upon approval by the Board of Trustees of items B2 on this agenda.
- 6. POLICE SERGEANT, Classified Police Officers Association Bargaining Unit Salary Range IV, Office of Safety and Security, 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 January 21, 2011. This item is contingent upon approval by the Board of Trustees of items B4 on this agenda. (Job Description, Exhibit B, Attachment 2)
- 7. TECHNICAL DIRECTOR/SCENIC DESIGNER, Classified Bargaining Unit Salary Range 132, 5% shift differential, School of Fine Arts, Irvine Valley College seeks authorization to establish a full-time, 40 hours per week, 12 months per year position to its staff complement, effective January 21, 2011, pursuant to reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021. This item is contingent upon approval by the Board of Trustees for items B6 of this agenda.
- 8. TESTING SPECIALIST (Categorical), Classified Bargaining Unit Salary Range 121, Extended Education, School of Career Technical Education and Workforce Development, Irvine Valley College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective January 21, 2011. Employment in this categorical self-funded position is contingent upon funding by money generated from testing fees. (Job Description, Exhibit B, Attachment 3)

### E. RECLASSIFICATION

1. COLLINS, HUGH MICHAEL, ID #4831, Senior Laboratory Technician, Theater/Carpentry, Pos #4003, Classified Bargaining Unit Salary Range 130, Step 6, 40 hours per week, 12 months per year, plus 5% shift differential, School of Fine Arts, Irvine Valley College is to be reclassified as Technical Director/Scenic Designer, Classified Bargaining Unit Salary Range 132, Step 6, 40 hours per week, 12 months per year, plus 5% shift differential, School of Fine Arts, Irvine Valley College, effective January 21, 2011, pursuant to a reorganization as defined in Title V Education Regulation, Section (c), Recruitment 53021. This item is contingent upon approval by the Board of Trustees for items B6 and D7 of this agenda.

### F. CHANGE OF STATUS

- 1. CLASSIFIED EMPLOYMENT (Information Items Pursuant to Board Policy 4002.1)
  - a. BARTIROMO, JEANISE, ID #10642, Administrative Assistant, Pos #3270, Classified Bargaining Unit Salary Range 121, Step 6, 40 hours per week, 12 months per year, Purchasing, Office of Administrative and Business Services, District, has been granted a lateral transfer to Administrative Assistant, Pos #3538, Classified Bargaining Unit Salary Range 121, Step 6, 40 hours per week, 12 months per year, Office of Instruction, Saddleback College, effective January 10, 2011. This is a replacement position for Britnee Holmes, who resigned.
  - b. LONG, ERIN, ID #10875, Student Development Office Assistant, Pos #4107, Classified Bargaining Unit Salary Range 121, Step 6, 40 hours per week, 12 months per year, Student Development, Office of Student Services, Saddleback College, has been given a change in status to Senior Administrative Assistant, Pos #3365, 40 hours per week, 12 months per year, Student Development, Office of Student Services, Saddleback College, effective December 21, 2010. This is a replacement position for Connie Mc Clain, who retired.
  - c. LOTHIAN, ROSA, ID #14045, Custodian, Pos #1113, Classified Bargaining Unit Salary Range 113, Step 6, plus 7.5% shift differential, 40 hours per week, 12 months per year, Facilities Custodial, Office of Physical Plant, Saddleback College, has been granted a lateral transfer to Custodian, Pos #1326, Classified Bargaining Unit Salary Range 113, Step 6, plus 5% shift differential, Facilities Custodial, Office of Physical Plant, Irvine Valley College, effective January 18, 2011. This is a replacement position for Streeter Floyd.
  - d. SONG, SOKHA, ID #16468, Human Resources Assistant, Pos #3464, Classified Bargaining Unit Salary Range 121, Step 3, 40 hours per week, 12 months per year, Office of Human Resources, District has been given a change in status to Human Resources Specialist, Pos #3540, Classified Bargaining Unit Salary Range 127, Step 2, 40 hours per week, 12 months per year, Office of Human Resources, District, effective January 1, 2011. This is a replacement position for Ruben Ramirez, who resigned.

### G. OUT OF CLASS ASSIGNMENTS

- 1. HAZZARD, RUBY, ID #16706, Receptionist, Pos #3409, Classified Bargaining Unit Salary Range 113, Step 4, 40 hours per week, 12 months per year, Office of Human Resources, District, is to be extended in temporary change in assignment as Human Resources Assistant, Pos #4287, Classified Bargaining Unit Salary Range 121, Step 2, Office of Human Resources, District, effective December 4, 2010 through March 10, 2011. This is a temporary replacement for Sokha Song, who was in a temporary assignment and received a change in status.
- 2. LONG, ERIN, ID #10875, Acting Coordinator of Outreach and Recruitment, Pos #4028, Classified Management Salary Range 4, Step 1, 40 hours per week, Office of Student Services, Saddleback College, temporary assignment ended on December 20, 2010.
- 3. MALAGON, SANDRA, ID #10314, Senior Administrative Assistant, Pos #3365, a temporary out of class assignment, Classified Bargaining Unit Salary Range 127, Step 1, 40 hours per week, Student Development, Office of Student Services, Saddleback College, temporary assignment is to end on December 20, 2010, and return to permanent assignment as College Information Operator, Pos #3356, Classified Bargaining Unit Salary Range 113, Step 6, 40 hours per week, 12 months per year, Office of Student Services, Saddleback College.
- 4. MC DONALD, ANITA, ID #16094, Human Resources Assistant, Pos #3669, Classified Bargaining Unit Salary Range 121, Step 3, 40 hours per week, 12 months per year, Office of Human Resources, District, is to be extended in temporary change in assignment as Human Resources Specialist, Pos #4302, Classified Bargaining Unit Salary Range 127, Step 2, 40 hours per week, Office of Human Resources, District, effective December 4, 2010 through March 10, 2011. This was a temporary replacement for Ruben Ramirez until December 31, 2010, and a temporary reassignment in a temporary position effective January 1, 2011, contingent upon approval by the Board of Trustees of items B4 and C1 of this agenda.
- 5. NUNEZ, MARIA-ESTER, ID #12242, EOPS Specialist, Pos #4273, Counseling Office Assistant, Classified Bargaining Unit Salary Range 115, Step 6, 40 hours per week, 12 months per year, Office of Special Programs and Services, School of Guidance and Counseling, Irvine Valley College has been given a temporary change in assignment to Extended Opportunity Program Specialist, Pos 3381, Classified Bargaining Unit Salary Range 121, Step 4, 40 hours per week, Office of Special Programs and Services, School of Guidance and Counseling, Irvine Valley College, effective November 1, 2010. This is a temporary reassignment for Anna Smith, who is in a temporary reassignment.
- 6. SONG, SOKHA, ID #16468, Human Resources Specialist, Pos #4287, a temporary position, Classified Bargaining Unit Salary Range 127, Step 2, 40 hours per week, Office of Human Resources, District, assignment was extended from December 4, 2010 through December 31, 2010. This item was a temporary reassignment in a temporary position.

### H. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. FAHIMI, KIMIA, ID #16522, Admission and Records Specialist I, Classified Bargaining Unit Salary Range 116, Step 6, Office of Admissions, Records and Enrollment Services, Saddleback College conclusion of employment effective December 7, 2010. Payment is authorized for any compensated time off. (Permanent Start date: February 23, 2009)

### H. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT - Continued

2. DADOR RIVERA, INIGO, ID #16783, Student Development Office Assistant, Classified Bargaining Unit Salary Range 121, Step 2, Student Development, Office of Student Services, Irvine Valley College conclusion of employment effective December 10, 2010. Payment is authorized for any compensated time off. (Probationary Start date: December 16, 2009)

### I. VOLUNTEERS

1. The following individuals are to be approved as Volunteers for the 2010/2011 academic year.

KSBR, Advanced Technology and Applied Science, Saddleback College

Carman, Clark Grant, David Johnson, Lisa

Lynch, Michael

Counseling Services and Special Services, Saddleback College

Armstrong, Tracey Hodges, Lance Pastor, William

Spoltes, Ashley

Fine Arts, Saddleback College

Alonzo, Samantha Baker, Heather Baker, Renee Borowski, Linda Davis, Kenny Fusco, Luci Gieselman, Dana Gieselman, Mary Kappes, Carolyn Kappes, Elizabeth McGauley, Karen McGauley, Katherine McKeown, Caitlin O'Brien, Beth O'Brien, Noelle Pratt, Carrie Pratt, Mary Richards, Sage

Learning Assistance Program, Liberal Arts and Learning Resources, Saddleback College

Boothe, Wesley Morra, Jesus

School of Physical Sciences and Technology, Irvine Valley College

Horton, Adam Stevens, Deborah

### **ATTACHMENT 1**

South Orange County Community College District

### MAINTENANCE COORDINATOR - Classified Bargaining Unit Salary Range 135

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

### **SUMMARY DESCRIPTION**

Under direction from higher level supervisory or management staff, works with a variety of skilled and semi-skilled workers and contractors to accomplish maintenance and rehabilitation projects on the College campus; leads, plans, trains and reviews the work of assigned staff responsible for performing semi-skilled duties related to the maintenance and repair of buildings, vehicles, equipment, and irrigation systems; prepares project bid documents and presents bids to management for approval; schedules, organizes, and coordinates projects and related tasks requiring multiple skilled trades workers and contractors; oversees and verifies the work of assigned employees and of on-site contractors; supervises the use, care, operation, and maintenance of assigned equipment; oversees a variety of diverse maintenance and repair activities and participates in or performs the more complex work of the unit; and provides lead direction to other maintenance and operations staff as assigned.

### **DISTINGUISHING CHARACTERISTICS**

Positions at this level are distinguished from other skilled and semi-skilled trades classes by the coordinative nature of the duties, the level of responsibility assumed, and the complexity of duties assigned. Employees in this class must have a working knowledge and understanding of the various trades and have the ability to work collaboratively with District employees and contractors to organize and coordinate activities in the most effective and efficient manner possible to complete campus projects. Employees in this class provide lead direction as assigned, oversee the work of on-site contractors, and may be required to participate in or independently perform skilled maintenance duties. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

### REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- 1. Lead, plan, train, and review the work of assigned staff responsible for performing a variety of skilled and semi-skilled duties related to the maintenance of buildings, vehicles, equipment, and irrigation systems; prioritize and assign work; work collaboratively with various trades to coordinate projects.
- 2. Define and detail projects using the assistance of the skilled trades team members; create project bid documents; present bids to management for approval and contract acceptance.
- 3. Work with management and staff across the campus to schedule remodel or repair projects; coordinate the work of multiple staff and contractor trades members; provide lead direction to project staff as assigned.
- 4. Supervise the use, care, operation and maintenance of assigned equipment, which may include a variety of hand and power tools as well as power driven equipment.
- 5. Over the maintenance of assigned areas, which may include the campus storm drain system roadways and parking lots, the campus integrated signage system.
- 6. Oversee and operate campus irrigation system; design new and evaluate current systems to maximize water reduction strategies for the campus.

South Orange County Community College District

Page 2 - Maintenance Coordinator

- 7. Oversee and verify the work of assigned employees for accuracy, proper work methods, techniques, and compliance with applicable standards and specifications; ensure adherence to safe work practices and procedures.
- Verify the work of contractors for accuracy, proper work methods, techniques and compliance with applicable building and code standards and specifications; ensure adherence to CalOSHA safe work practices.
- 9. Oversee and participate in a variety of building and facility maintenance, repair and rehabilitation activities including, but not limited to routine repairs and adjustments to buildings and facilities, roof maintenance, room lighting systems, concrete and asphalt surfaces, floor and ceiling repair or replacement, carpentry work including structural fabrication.
- 10. Oversee and participate in assembling, setting up, moving and arranging furniture and equipment; set up and tear down rooms as needed.
- 11. Oversee and operate a variety of power driven equipment such as backhoes, dump trucks, trailers, fork lifts, power sweepers and front-end loaders, tractors, mowers, edgers, blowers, trimmers, sprayers, etc.
- 12. Oversee and operate and maintain a variety of hand and power tools including table saws, circular saw, planers, routers, sanders, airless paint sprayer, power drills and welding equipment.
- 13. Perform building safety inspections; identify deficiencies and recommend best methods of repair.
- 14. Evaluate operations methodology and department priorities; recommend improvements and modifications; prepare various reports on operations and activities.
- 15. Maintain appropriate work logs and reports; maintain adequate inventory of supplies and equipment; estimate time, materials, and equipment required for jobs assigned; prepare specification for materials; requisition materials as required.
- 16. Perform related duties as required.

### **QUALIFICATIONS**

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

### Knowledge of:

Principles of lead supervision and training.

Basic principles and techniques of project management.

Methods, materials, tools and equipment used in areas of responsibility, which may include irrigation systems, vehicle maintenance, construction, and general building and facility maintenance and repair.

Operational characteristics of maintenance and repair equipment and tools used in the areas of responsibility.

Basic mathematical principles.

Terminology and methods used in the construction trades.

Principles and practices of record keeping.

Occupational hazards and standard safety practices.

Pertinent federal, state and local codes, laws and regulations including general safety orders, building and construction codes and regulations, OSHA standards and a variety of building and safety codes.

### Ability to:

Lead, organize, and review the work of staff.

Effectively manage projects involving multiple trades workers and contractors.

Oversee the work of outside contractors and ensure compliance with applicable standards and specifications.

South Orange County Community College District Page 3 - Maintenance Coordinator

### **QUALIFICATIONS**

### Ability to:

Create an environment of collaboration and work cooperatively across trades to coordinate projects.

Independently perform and/or participate in skilled and semi-skilled tasks as needed.

Interpret, explain, and enforce department policies and procedures.

Use and operate a variety of tools and equipment required for the work in a safe and efficient manner.

Maintain equipment in good working order and perform maintenance as needed.

Read and interpret mechanical drawings, schematics, blueprints, and sketches.

Estimate time, material, and labor costs for maintenance and repair projects.

Perform basic shop mathematics.

Maintain a variety of records.

Move heavy objects and perform heavy manual labor.

Ensure adherence to safe work practices and procedures.

Work independently in the absence of supervision.

Understand and follow oral and written directions.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

<u>EDUCATION AND EXPERIENCE GUIDELINES</u> - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

### **Education/Training:**

Equivalent to completion of the twelfth grade supplemented by specialized training in one or more of the skilled trades and in the operation and use of heavy equipment.

### Experience:

Four years of increasingly responsible experience that demonstrates a working knowledge of the various trades; project management experience is highly desirable.

### **LICENSE OR CERTIFICATE:**

Possession of a valid driver's license and proof of insurability.

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

### **Environment**:

Work is performed in both indoor and outdoor field and construction environments; travel from site to site; work at heights on scaffolding and ladders; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, and all types of weather and temperature conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain. Occasional exposure to risks controlled by safety precautions. Positions in the class are scheduled to work Tuesday through Saturday.

South Orange County Community College District Page 4 - Maintenance Coordinator

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

### Physical:

Primary functions require sufficient physical ability and mobility to walk, and stand for prolonged periods of time; frequently stoop, bend, kneel, crouch, crawl, climb, reach, and twist; push, pull, lift, and/or carry moderate to heavy amounts of weights; operate assigned equipment and vehicles; verbally communicate to exchange information.

### Vision:

See in the normal visual range with or without correction.

### Hearing:

Hear in the normal audio range with or without correction.

Created by Johnson and Associates, October, 2010

### **ATTACHMENT 2**

South Orange County Community College District

POLICE SERGEANT - Classified Police Officers Association Salary Range IV

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

### **SUMMARY DESCRIPTION**

Under direction, oversees, assigns, reviews, and participates in the work of law enforcement staff involved in patrolling the campuses of South Orange County Community College District to provide for the safety and security of persons and property; brief officers daily on prior incidents, functions, and schedules; conduct and/or coordinate crime scene investigations; participate in crime prevention programs; coordinate assigned activities with other divisions, departments, outside agencies, and the general public; and provide highly responsible and complex staff assistance to the Police Operations Lieutenant and Chief of Police.

### REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- 1. Oversee, plan, train, review, and participate in the work of staff responsible for patrolling on-campus and off-campus sites, including but not limited to, buildings, classrooms, rest rooms, and parking lots on foot, bicycle, or vehicle in order to maintain security and order; inspect, identify, document, and follow-up on unusual conditions, potential hazards, and security risks.
- 2. Train assigned employees in their areas of work including proper police methods, procedures, and techniques.
- 3. Participate in the development and implementation of goals and objectives as well as policies and procedures; make recommendations for changes and improvement to existing standards, policies, and procedures; monitor work activities to ensure compliance with established policies and procedures.
- 4. Verify the work of assigned employees for accuracy, proper work methods, techniques, and compliance with applicable standards and specifications; ensure adherence to safe work practices and procedures.
- 5. Brief officers daily on prior incidents, functions, and schedules; perform inspections of officers uniforms and equipment; schedule replacement officers and provide training as needed; schedule student employee hours and sign daily logs.
- 6. Conduct and/or coordinate crime scene investigations; assimilate evidence and information, interview and assist victims and witnesses, identify suspects, make arrests and recover lost or stolen property; prevent entry and report presence of unauthorized person on grounds or in buildings; determine action to be taken with disruptive persons.
- 7. Record and document incidents in patrol logs; prepare and approve reports related to observed violations including use-of-force reports, arrest reports, criminal citation notices to appear, warrantless arrest reports, and property evidence reports; disseminate crime information/statistics and locations of criminal activity to maintain effective patrol strategies.
- 8. Oversee and participate in controlling the parking and safe movement of vehicles in parking areas and access roads.
- 9. Coordinate and provide security escorts for students, staff, and/or visitors as needed; assign officers to escort the transport of monies.
- 10. Supervise the distribution of emergency operational equipment; monitor and implement emergency operations procedures in time of disaster.

South Orange County Community College District Page 2 - Police Sergeant

### REPRESENTATIVE DUTIES

- 11. Participate in crime prevention programs; prepare and deliver presentations on campus safety to students, faculty, staff and the public; review, interpret, update and recommend the purchase of crime prevention materials; investigate crime prevention methods and training materials for officers.
- 12. Work closely with other law enforcement agencies; serve as liaison between law enforcement agencies, administration, faculty, and staff; maintain professional relationships with other law enforcement and professional agencies through planning and coordination of mutual, available resources.
- 13. Coordinate police activities with other District departments in an effort to achieve the District's overall goals and objectives; maintain continuity and consistency of all department functions.
- 14. Appear in court as a witness or as an arresting officer as required.
- 15. Provide First Aid and CPR as needed.
- 16. Attend training programs including those on crime prevention, drug and alcohol testing, defense tactics, lethal and non-lethal weapons, traffic stops, report writing, and legal updates as needed or mandated.
- 17. Provide responsible assistance to the Police Operations Lieutenant and Chief of Police.
- 18. Perform related duties as required.

### **QUALIFICATIONS**

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

### Knowledge of:

Operations, services, and activities of a law enforcement program.

Principles and practices of supervision and training.

Modern and complex police methods and procedures including patrol, crime prevention, traffic control, investigation, and identification procedures and techniques.

Applicable court procedures.

Pertinent Federal, State, and local laws, codes, and regulations including applicable sections of state Education Code, Government, Vehicle, Penal, and Safety Codes, and juvenile law.

Rules of evidence pertaining to search, seizure, and preservation.

Techniques and applications of self-defense and proper use of force.

Operational characteristics of police equipment, vehicles, and tools including firearms.

Methods and techniques used in interviewing witnesses, victims, or suspects.

Office procedures, methods, and equipment including computers and applicable software applications.

Record keeping and report writing techniques.

Principles of business letter writing and basic report preparation.

Geography of the local area.

Standard broadcasting procedures of a police radio system.

Principles and applications of public relations.

English usage, spelling, grammar, and punctuation.

Interpersonal skills using tact, patience and courtesy.

South Orange County Community College District

Page 3 - Police Sergeant

### **QUALIFICATIONS**

### Ability to:

Plan, organize, direct, and coordinate a variety of law enforcement and crime prevention services and activities in a multi-site campus setting.

Train and provide work direction to assigned staff.

Use and care for firearms and other specialized police equipment and vehicles.

Operate equipment including emergency alarm systems, two-way radio, camera, typewriter, computer, and copier.

Participate in the development and administration of goals, objectives, and procedures.

Analyze situations accurately and adopt an effective course of action.

Use discretion in handling difficult persons.

Control violent people and affect arrests.

Interpret, apply, explain, enforce, and ensure adherence to District, local, state, and federal laws, codes, rules, regulations, policies, and procedures including those pertaining to the search, seizure, and preservation of evidence.

Maintain detailed records and prepare clear, concise, and comprehensive incident and statistical reports.

Think clearly and behave appropriately in emergency situations.

Work with confidential information with discretion.

Prepare criminal cases for prosecution and to effectively testify in court.

Conduct a variety of criminal and special investigations.

Accurately observe and remember names, faces, numbers, incidents, and places.

Work independently in the absence of supervision.

Communicate tactfully and effectively with students and the public.

Understand and correct emergency alarm systems.

Observe legal and defensive driving practices.

Understand and work within scope of authority.

Remain alert at all times.

Work with and exhibit sensitivity to and understanding of the diverse racial, ethnic, disabled, sexual orientation, and cultural populations of community college students.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

<u>EDUCATION AND EXPERIENCE GUIDELINES</u> - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

### Education/Training:

An Associate's degree in criminal justice or a related field.

### Experience:

Four years of increasingly responsible experience in law enforcement or public safety, including at least three years of Peace Officer experience.

### **License Or Certificate**:

Possession of a valid California driver's license.

Possession of a valid POST Basic certificate.

Possession of a valid First-Aid/CPR Certification.

Must be able to pass Physical Agility Test administered by the District.

South Orange County Community College District Page 4 - Police Sergeant

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

### **Environment:**

Reactive emergency, natural or man-made disaster, and routine peace keeping environments with travel from site to site; regular exposure to outside weather conditions; occasionally exposed to fumes or airborne particles, toxic or caustic chemicals, blood borne pathogens and bodily fluids, extreme cold, extreme heat, risk of electrical shock, risk of radiation, and vibration; exposed to potentially hostile environments; extensive public contact; the noise level in the work environment is usually moderate; however, the noise level is occasionally very loud due to sirens, firearm training, etc.; incumbents required to work various shifts, including evenings and weekends.

### Physical:

Primary functions require sufficient physical ability and mobility to work in a law enforcement setting and an office setting; restrain or subdue individuals; walk, stand, sit, or run for prolonged periods of time; occasionally stoop, bend, kneel, crouch, reach, and twist; occasionally climb and balance; regularly push, pull, lift, and/or carry light to moderate weights; frequently lift and/or move moderate to heavy weights; occasionally lift and/or move heavy weights; operate office equipment including use of computer keyboard; requires dexterity of hands and fingers to operate specialized police equipment including firearms; ability to speak and hear to exchange information; ability to operate a vehicle to travel to various locations; ability to operate and use specialized law enforcement tools and equipment including expandable batons, guns, and handcuffs; and to verbally communicate to exchange information.

### Vision:

See in the normal visual range with or without correction.

### Hearing:

Hear in the normal audio range with or without correction.

Created by Johnson & Associates July, 2009

**ATTACHMENT 3** 

South Orange County Community College District

### TESTING CENTER SPECIALIST – Classified Bargaining Unit Salary Range 121

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are <u>not</u> intended to reflect all duties performed within the job.

### **SUMMARY DESCRIPTION**

Under general supervision from assigned supervisory or management staff, performs a variety of specialized duties involved in organizing, implementing, reviewing and evaluating the programs, services, operations, activities, staff, and facilities of a community college Testing Center; participate in preparing and administering annual program budgets; ensure compliance with District policies and applicable State and federal regulations; coordinate activities with other divisions and department; select, hire, train, schedule, and oversee the work of assigned staff; and provide responsible administrative support to the Director of Extended Education.

### REPRESENTATIVE DUTIES

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

- 1. Participate in planning, developing, and implementing the goals, objectives and work plan of the Testing Center; implement policies and procedures; compose departmental manuals.
- 2. Participate in developing, organizing, and managing the Testing Center operations and ensure compliance with applicable State and federal laws and regulations, and District policies and procedures.
- 3. Plan, organize, and coordinate the operations and activities of the Testing Center; monitor, review, and evaluate operations and activities; develop and implement improvements and modifications; prepare various reports on operations and activities; compile and analyze data related to activity participation and evaluation; develop organizational structures and work processes that facilitate attainment of established program goals and objectives.
- 4. Conduct meetings with Testing Center staff to provide information and to discuss and resolve issues and concerns related to daily routines, activities, and Testing Center services.
- 5. Manage computerized, networked, and specialized registration software, including identification of system problem(s) and their resolution, operate a variety of office equipment and computers.
- 6. Participate in preparing, implementing, and administering annual budget, ensuring adequate supplies and funding within annual budget amounts; prepare recommendations and justifications regarding budget requests; monitor, and control expenditures according to District policies and applicable regulations.
- 7. Order and maintain inventories of supplies, materials, and equipment according to established procedures; process and track work orders and requisitions.
- 8. Prepare and submit a variety of statistical and narrative reports; prepare budget reports, annual recap data and special reports, proposals, recommendations, and other materials as requested; coordinate and respond to periodic audits.
- 9. Select, train, motivate, oversee, and participate in evaluating the performance of assigned personnel; delegate and review assignments and projects; evaluate work products and results; establish and monitor timelines and prioritize work.
- 10. Provide and/or coordinate staff training to promote staff development and motivation; work with employees to correct deficiencies; implement discipline procedures; recommend employee terminations.
- 11. Conduct test proctoring services.

South Orange County Community College District Page 2 - Testing Center Specialist

### REPRESENTATIVE DUTIES

- 12. Answer questions and provide information to the public and students; investigate concerns; recommend course of action as necessary to resolve concerns.
- 13. Coordinate and promote program activities with student services and instructional program personnel as needed; serve on campus and District committees, task forces, and other work groups; provide expertise concerning the Testing Center's services.
- 14. Communicate with other District and College administrators and support personnel, representatives of State and federal agencies, educational institutions, test providing organizations, and others to coordinate programs and activities.
- 15. Make oral presentations to students, parents, community members, and professional colleagues at various gatherings; develop and direct the distribution of brochures, flyers, and other materials to publicize testing opportunities for students and the public.
- 16. Handle check processing and deposits, abiding by appropriate financial control measures and following relevant safety and security guidelines.
- 17. Maintain current knowledge of the regulations, policies, and application requirements and eligibility criteria for test provision services, including computer hardware and software enhancements.
- 18. Perform related duties as required.

### **OUALIFICATIONS**

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

### Knowledge of:

Principles and practices of test proctoring services.

Specialized functions, activities, and operations of area of assignment.

Rules, regulations, requirements, and restrictions related to area of assignment.

Techniques to facilitate effective interaction with people on an individual or group basis.

Data collection and basic research principles and practices

Basic mathematical and statistical principles.

Principles, practices, and procedures of business letter writing and report preparation.

Record keeping methods and procedures.

Principles and practices used to establish and maintain files and information retrieval systems.

Diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Work organization principles and practices.

Principles and techniques used in public relations.

Interpersonal skills using tact, patience, and courtesy.

Principles and practices of providing training, work direction, and guidance to lower-level staff and student workers.

English usage, grammar, spelling, punctuation, and vocabulary.

### Ability to:

Learn District organization, operations, policies, and objectives.

Plan, organize, and coordinate the activities of a comprehensive Testing Center.

Develop, implement, and evaluate the delivery of test proctoring services to students and the public.

Provide exceptional customer service and public relations with the community, instructors, and students.

South Orange County Community College District Page 3 - Testing Center Specialist

### **QUALIFICATIONS**

### Ability to:

Apply excellent organization skills and attention to detail.

Select, train, and provide lead direction to assigned personnel.

Plan and organize test proctoring services to meet schedules and changing timelines.

Maintain the security of confidential materials and an environment that facilitates secure testing.

Effectively coordinate the activities of multiple areas and demonstrate a superior service orientation.

Work effectively with others to achieve common goals.

Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations.

Compile and analyze data related to Testing Center activities prepare related reports.

Monitor budgets for assigned program areas.

Implement and maintain filing and record-keeping systems.

Independently compose and prepare correspondence and memoranda.

Plan and organize work to meet schedules and changing deadlines.

Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.

Adapt to changing technologies and learn functionality of new equipment and systems.

Work independently and effectively in the absence of supervision

Work with and exhibit sensitivity to and understanding of the varied racial, ethnic, cultural, sexual orientation, academic, socio-economic, and disabled populations of community college students.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE GUIDELINES - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

### **Education/Training:**

Equivalent to two years of college level course work in education, counseling, or a related field. A Bachelor's degree from an accredited college or university is desirable.

### Experience:

Two years of increasingly responsible administrative and/or programmatic experience that demonstrates an ability to proctor tests and provide administrative support.

### **LICENSE OR CERTIFICATE:**

A valid California driver's license and proof of insurability may be required to drive a District or personal vehicle to attend meetings or perform other related duties as assigned.

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

### **Environment:**

Work is performed primarily in a standard office setting. Duties are typically performed at a desk or computer terminal; subject to minor noise from office equipment operation; frequent contact in person and on the telephone with students, academic and classified staff, and others. At least minimal environmental controls are in place to assure health and comfort.

South Orange County Community College District Page 4 - Testing Center Specialist

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

### Physical:

Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

### Vision:

See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Created by Johnson and Associates October, 2010

### SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 7.1 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary Poertner, Chancellor

RE:

Saddleback College and Irvine Valley College: Speakers

**ACTION:** 

Information

### **BACKGROUND**

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

### **STATUS**

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges since the last board meeting. Exhibit A lists invited speakers and other pertinent information.

# SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

## SADDLEBACK COLLEGE

Drecentation		Esculto			
Date/Time	Location	Member	Course Title/Activity	Speaker	Topic
1/25/11	FA 209	Richard White	Art Lecture Series	Susan Martin	Overglaze decoration techniques,
9 am - 1 pm				Serra	majolica glazing
1/26/11	FA 209	Richard White	Art Lecture Series	Susan Martin	Overglaze decoration techniques,
9 am - 1 pm				Serra	majolica glazing
2/25/11	Laguna Woods Village	Collette	HUM 204X Modern World	Terry O'Neill	A Economic Outlook: Shaping the
9:30 – 11:30 am	Auditorium Clubhouse 3	Chattopadhyay	Culture: 1700 – Present		Future from a Global, National,
		i	(EI)		and Local Perspective
2/25/11 10:30 am - 12 pm	SMS 313	Sara Sheybani	Science Lecture Series - 2011	Susan Marie Frontczak	Manya: A Living History of Madame Curie.
•					Celebrating a preeminent woman
					of science, Madame Curie, during
					the 100 <sup>th</sup> year anniversary of her
					second Nobel Prize. This special
63					two-hour program is a one-
75					woman drama that exposes the
					struggles and triumphs of Polish
		71.00	,		scientist Marie Curie.
2/26/11	SSC 212	Barbara Tamialis	Child Dev. Dept. sponsored	Amy Speidel	Conscious Discipline – 10
8 am - 4 pm			1-Day Conference		Principles of Positive Discipline
3/4/11	SMS 313	Sara Sheybani	Science Lecture Series -	Leslie Thompson,	Dr. Thompson is a professor in
10:30 am 12 pm		,	2011	Ph.D.	the School of Medicine and
					director of the Interdepartmental
					Neuroscience Program at UCI.
					The Thompson Lab has largely
					focused on understanding
					pathogenic mechanisms for
					neurodegenerative disease (ex.
					Huntington's Disease) and some
					cancers to identify and validate
					novel therapeutic targets for
					treatment of these diseases.

Drecentation		Faculty			
Date/Time	Location	Member	Course Title/Activity	Speaker	Topic
4/8/11	SMS 313	Sara Sheybani	Science Lecture Series -	Douglas Gaffin,	Dr. Gaffin is a professor of
10:30 am - 12 pm			2011	Ph.D.	zoology and dean of the
					University College at the
					University of Oklahoma. Dr.
					Gaffin's research lab is interested
					in how animals acquire and
					process information about their
					sensory environments. His
					research focus is on sand
					scorpions.
4/15/11	SMS 313	Sara Sheybani	Science Lecture Series -	Martin Roberts,	Dr. Lee is the chief of Nephrology
10:30am – 12pm			2011	Ph.D. & David	at the Sepulveda VA Hospital and
				Lee, M.D.	professor of Medicine, School of
					Medicine, at UCLA. Dr. Roberts is
					a member of the nephrology
					department at the Sepulveda VA
					and an assistant clinical professor
					of medicine at the School of
					Medicine at UCLA. Combined,
					they have more than 30 years
					research experience and an
					extensive publication record in
					Nephrology. They have also
					patented the automated wearable
					peritoneal-based dialysis system.
					They will be discussing kidney
					disease, dialysis, and the
•					development of an artificial,
					wearable automated kidney.

## IRVINE VALLEY COLLEGE

Presentation		Faculty			
Date/Time	Location	Member	Course Title/Activity	Speaker	Topic
2/12/11	BST 101	Dan Rivas	Department Meeting/Staff	જ	The Art of Teaching French
10am – 4pm			Development	Tom Crocker	

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 7.2 DATE: 1/20/11

**TO:** Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Basic Aid Report

**ACTION:** Information

### **BACKGROUND**

The Board of Trustees has requested regular information reports about projected basic aid receipts and approved projects.

### **STATUS**

EXHIBIT A shows actual Basic Aid receipts since the District became a Basic Aid District in 1999/2000, as well as the projects that the Board of Trustees has approved for funding with Basic Aid Funds. As of 12/06/10 Total Basic Aid Estimated Receipts of \$394.2M less Total Approved Projects in the amount of \$360.5M leaves a \$33.7M balance for uncommitted Basic Aid Funds. EXHIBIT B shows actual and estimated expenditures for Basic Aid Funds. It should be noted that some of the approved projects are for state funded project match. Although approved, these funds will not be needed until the projects are approved by the State for funding.

The District estimates receipts in future years as follows:

<u>Year</u>	<b>Basic Aid Receipts</b>
2010 - 2011	\$38,984,025
2011 - 2012	\$39,538,907
2012 - 2013	\$38,545,185
2013 - 2014	\$37,493,544

### South Orange County Community College District Board Approved Basic Aid Project Distribution As of December 6, 2010 Board Meeting

1	1999-04	2004-05	2005-06	2006-07		2008-09	2009-10	Total
Actual Basic Aid Receipts Estimated Basic Aid Receipts 2010/11	\$74,365,248	\$40,162,878	\$46,899,203	\$52,896,017	\$50,692,873	\$51,179,365	\$39,022,021	\$355,217,605
							Total Receipts	\$394,201,630
						Total App	Total Approved Projects	\$360,509,234
						Uncommitted Basic Aid Fund	asic Aid Funds ==	\$33,692,396

Approved Projects	District-wide	ATEP	District	IAC	SC	Total
	Gen. Exp.		Services			
2005/06 Allocation for Salary Schedule Restructure			\$354,301	\$1,422,791	\$2,467,908	\$4,245,000
College Instructional Equipment Allocation				\$468,000	\$924,000	\$1,392,000
College Retiree Benefit Liability Contribution				\$11,919,662	\$23,498,276	\$35,417,938
College/District Contributions for Debt Retirement			\$101,000	\$1,727,469	\$2,552,232	\$4,380,701
College Scheduled Maintenance Projects				\$1,673,000	\$3,327,000	\$5,000,000
Campus Appearance Improvement				\$335,000	\$665,000	\$1,000,000
Technology Needs for IVC, SC & District		\$200,000	\$5,297,000	\$5,203,275	\$8,667,343	\$19,367,618
ATEP Operating Budget		\$11,303,957				\$11,303,957
ATEP Staffing, Equipment, Program Development		\$4,000,000				\$4,000,000
ATEP Renovation/Temp Bldgs		\$15,034,576				\$15,034,576
ATEP Building Demolition		\$7,000,000				\$7,000,000
ATEP Hangar & Chapel Utilities		\$1,000,000				\$1,000,000
ATEP Site Development Negotiations		\$4,750,000				\$4,750,000
ATEP Development		\$3,750,000				\$3,750,000
ATEP Parking Lot Renovation		\$950,000				\$950,000
College Science Equipment & TV Studio Updates				\$500,000	\$500,000	\$1,000,000
College Sports Facilities				\$896,000	\$817,310	\$1,713,310
COPS Debt Retirement Contribution	\$34,400,000					\$34,400,000
IVC Business & Technology Innovation Center				\$12,882,000		\$12,882,000
IVC Design and Install Entrance from Barranca				\$2,850,000		\$2,850,000
IVC Fine Arts Building				\$4,652,000		\$4,652,000
IVC Floor Repairs				\$58,340		\$58,340
IVC Life Sciences Project				\$17,410,000		\$17,410,000
IVC Lot Expansion and Phase 1 of Lot 6				\$1,476,759		\$1,476,759
IVC Maintenance and Police Facility				\$4,553,656		\$4,553,656
IVC Modular Building - AT100				\$370,000		_
IVC Landscaping (PAC & BSTIC)				\$1,796,000		
IVC Performing Arts Center				\$17,006,209		_
IVC Utility Service Project				\$416,000		\$416,000
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs				\$484,122		
IVC Modular Building Replacement (CEC)				\$197,402		_
IVC Science Lab Addition & Remodel				\$6,980,000		\$6,980,000
IVC A-300 Building Remodel				\$2,481,000		\$2,481,000
IVC Early College Program				\$60,000		\$60,000

Approved Projects	District-wide	ATEP	District	INC	SC	Total
IVC Benjace Main Water Valves			201100	\$275 000		\$07E 000
IVC Replace Natural Gas Diping A&R Ouads				\$220,000		\$275,000
IVC Repair Exteriors A100 A200 A300 A400 R100				\$230,000		\$230,000
IVC SSC HVAC System				000,000		\$400,000
SC M/S/F Bldn Soil & Slah Renairs				\$000,000	<b>600 202 000</b>	\$800,000
SC M/S/E Dlaza Banair					92,337,000	\$2,337,000
SC M/S/E Benovation					000,180,04	\$5,081,000
SO MOLE RELIGIONATION					\$2,608,344	\$2,608,344
SC M/S/E Bidg Ventilation System					\$5,000,000	\$5,000,000
SC Building Repairs TAS Building					\$1,956,000	\$1,956,000
SC Building Repairs/Library Remodel					\$20,141,000	\$20,141,000
SC Demolition of Lower Campus Buildings					\$1,719,000	\$1,719,000
SC Demolition 2007/08					\$1,000,000	\$1,000,000
SC Village Remodel			1		\$4,130,000	\$4,130,000
SC Village Expansion					\$3,942,000	\$3,942,000
SC Golf Driving Range Net Replacement					\$300,000	\$300,000
SC Health Science/District Office Building			\$7,012,875		\$8,238,780	\$15,251,655
SC Hire Consultant for Parking/Traffic Study					\$48,500	\$48,500
SC McKinney Theater Lighting and Sound Systems Upgrade					\$1,335,000	\$1,335,000
SC BGS Mold Abatement and Air Quality Improvements					\$8,724,200	\$8,724,200
SC New Science Building (M/S/E annex)					\$3,867,000	\$3,867,000
SC Science/Applied Science Bldg					\$14,850	\$14,850
SC Bridge Replacement					\$1,700,000	\$1,700,000
SC Pool Deck Replacement					\$1,500,000	\$1,500,000
SC Roof Replace Tech & Applied Science, Village Bldg 3-8					\$1,500,000	\$1,500,000
SC Temporary Classroom Facilites					\$7,269,285	\$7,269,285
SC McKinney Theater Restroom Remodel					\$2,542,000	\$2,542,000
SC Loop Road					\$3,442,000	\$3,442,000
SOCCCD Replace HR & Bdgt Dev Systems			\$897,740			\$897,740
SOCCCD Student Information System Upgrade-Phase I/Phase II			\$14,102,260			\$14,102,260
SOCCCD Districtwide Telephone System	\$4,499,498					\$4,499,498
SOCCCD Fiscal and HR Systems Repl.			\$27,500			\$27,500
SOCCCD Consultant for District Educational & Facilities Master Plan	\$735,010					\$735,010
SOCCCD HR Recruitment Work Plan			\$85,911			\$85,911
SOCCCD Legislative Advocacy Services - Basic Aid	\$210,000					\$210,000
SOCCCD Enrollment Mgmt, Mktg, Outreach & Recruitment Efforts	\$329,830					\$329,830
SOCCCD IT Projects SC/IVC/ATEP Instruction & Student Services			\$7,976,770			\$7,976,770
SOCCCD Legal Defense for Invocation Complaint	\$2,000,000					\$2,000,000
SOCCCD Additional 1% Contingency	\$1,278,101					\$1,278,101
SOCCCD Special Trustee/General Election Expense	\$1,874,192					\$1,874,192
Total Approved Projects	\$45,326,631	\$47,988,533	\$35,855,357	\$99,523,685	\$131,815,028	\$360,509,234

EXHIBIT B

	Sout	h Orange Co xpenditure	ounty Comm History for A	South Orange County Community College District Expenditure History for Approved Projects	District jects	İ			
		1999/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2044 977
no	Approved Amount	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forward
f Maintenance Projects	2,000,000		381,124	900,200	431,327	161,938	1.428.062	1 184 918	512
for Salary Schedule Restructure	4,245,000			4,245,000				2 '	
structional Equipment Needs	1 392 000			438 461	41 503	270 244	479 055	55 004 00	-

Project Description	Approved Amount	1999/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Actual	2008/09 Actual	2009/10 Actual	2011 and Forward	Total
College Scheduled Maintenance Projects	2,000,000		381,124	900,200	431,327	161.938	1.428.062	1 184 918	512 432	5 000 000
2005/06 Allocation for Salary Schedule Restructure	4,245,000			4,245,000				20,421,4	201,702	4 245 000
2005/06 College Instructional Equipment Needs	1,392,000			438,461	41,503	378,311	473.955	55.237.32	4 532	1 392 000
Technology Needs for IVC, SC & District	19,367,618		2,394 995	3,580,783	3.178.825	3.647,238	3.919.852	1 226 921	1 419 004	10 267 618
Campus Appearance Improvement IVC & SC	1,000,000						378.837	215 312	405 851	1 000 000
ATEP Operating Budget*	11,303,957		266,981	706,587	1,119,887	1,841,834	2,273,645	2,401,548	2.693.475	11 303 957
ATEP Staffing, Equipment, Program Development	4,000,000						20,689	171,285	3,808,026	4,000,000
ATEP Renovation	15,034,576	370,243	960'089	1,035,239	3,838,068	1,318,978	103,660	450,213	7,288,078	15,034,576
ATEP Building Demolition	7,000,000					•	61,693	12,192	6,926,115	7,000,000
ATEP Hangar & Chapel Utilities	1,000,000					-	•		1,000,000	1,000,000
ATEP Site Development Negotiations	4,750,000			111111111111111111111111111111111111111	12,066	887,067	1,080,568	592,509	2,177,791	4,750,000
A I EP Development	3,750,000					565,425	1,041,250	750,807	1,392,519	3,750,000
ATEP Parking Lot Renovation	950,000		26				•	176,205	773,795	950,000
College/District Contributions for Debt Retirement - COPS	4,380,701	1,543,653	1,351,330	1,485,718	•	•	-	-	•	4,380,701
Debt Retirement Contribution	34,400,000	21,000,000	5,000,000	4,200,000	4,200,000	,	•	-	-	34,400,000
IVC Business & Technology Innovation Center	12,882,000		-	25,860	981,852	5,563,594	2,392,351	1,477,228	2,441,115	12,882,000
IVC Design and Install Entrance from Barranca	2,850,000			9,950	•	1	•	41,576	2,798,474	2,850,000
IVC Fine Arts Building	4,652,000					61,163	115	•	4,590,722	4,652,000
IVC Floor Repairs	58,340		57,458	882	•	•	•	-		58.340
IVC Life Sciences Project	17,410,000			2		-	81,776	793,360	16,534,864	17,410,000
IVC Lot Expansion and Phase 1 of Lot 6	1,476,759		1,500	222,418	1,183,432	69,409	-	-	•	1,476,759
IVC Maintenance and Police Facility	4,553,656		90,046	1,575,308	1,412,747	1,475,172	383	-	•	4,553,656
IVC Modular Building	370,000	369,456	544			'	•	•	•	370,000
IVC Landscaping (PAC & BSTIC)	1,796,000							105,493	1,690,507	1,796,000
IVC Performing Arts Center	17,006,209	57,850	623,625	4,235,617	10,727,931	1,137,271	38,469	185,445	•	17,006,209
IVC Science Equip & TV Studio	200,000	492,814	7,186			•	•	-	•	200,000
IVC Sports Facilities	896,000	896,000				•		·	•	896,000
IVC Replace Main Water Valves	275,000							6,035	268,965	275,000
IVC Replace Natural Gas Piping A&B Quads	230,000							3,088	226,912	230,000
Repair Exteriors A100, A200, A300, A400, B100	400,000							- 6	400,000	400,000
IVC SSC HVAC System	800,000			000	000	1.3		1,346	48,654	800,000
IVC Utility Service Project	416,000			125,332	220,576	315	. 97	'	8///89	416,000
IVC Remove/Relocate IVC Maint, Police, Whse, & A-500 Bidgs	484,123			35,700	413,103	58,833	2,400		•	484,123
IVC Modular Bidg Replacement (CEC)	197,402				197,402	- 86 01A	2 373 462	2 000 161	2 240 540	197,402
IVC Science Lab Abultion & Remodel	2 481 000				49 177	94 785	1 529 452	228 508	579.078	2 481 000
IVC Fark College Program	60,000					19.626	40.374	•	0	000'09
Retiree Benefits	35,417,938	2,819,497	3,055,490	3,361,039	4,681,912	10,500,000	500,000	2,500,000	8,000,000	35,417,938
SC M/S/E Bldg, Soil, & Slab Repairs	2,337,000		57,748		9,684	61,163	115		2,208,290	2,337,000
SC M/S/E Plaza Repairs	5,081,000					'	69,288	•	5,011,712	5,081,000
SC M/S/E Renovation	2,608,344					•	39,000	•	2,569,344	2,608,344
SC Building Repairs - TAS Building	1,956,000		26,775	97,135	28,465	•	1,048	•	1,802,576	1,956,000
SC Building Repairs - Library Remodel	20,141,000	40,000	37,892	•				511,511	19,551,596	20,141,000
SC Demolition of Lower Campus Buildings	1,719,000	965,373	15,917	737,255		·			455	1,719,000
SC Demolition and Upper Quad Remodel	1,000,000					. 000	. 0044	4 244 075	1,000,000	1,000,000
SC Village Remodel	4,130,000					244,223	463 110	2 942 595	200,000	3 942 000
SC Call Design Not Designed	300,000		T	1 800	43.400	46 600	5,000	5,000	198 200	$\overline{}$
SC Golf Driving Range Net Replacement	15 251 655	7 156 088	7 887 463	189 994	5.096	13.014	-	2000	0.460	15.251.655 1
Health Science District Office During	48 500	200111	24 250						24 250	T.
SC McKinney Theater Lightling and Sound Systems Upgrade	1.335.000	46.200	1 288.800				1	•		Τ.
SC BGS Mold Abatement and Air Quality Improvements	8,724,200			682,740	3,735,624	4,277,090	28,746	•	-	8,724,200
SC New Science Building (M/S/E annex)	3,867,000				29,595	•		-	3,837,405	3,867,000
11 10 1 th of the contract of	000 002	499 908	- 20							

EXHIBIT B Page 2 of 2

SC Science/Applied Science Bldg	14,850		14,850	-	•	•	•	•	·	14.850
		1999/04	2004/05	2005/06	2006/07	2007/00	00/0000	07/0000	,,,,,	
Project Description	Approved Amount	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forward	F
SC Sports Facilities	817,310	778,625	26.695	11.990		•	-	Journal	Diwain	013 240
SC Bridge Replacement	1,700,000							2 693	1 697 307	1 700 000
SC M/S/E Bidg Ventilation System Upgrade	5,000,000							200	000,000,2	000,000,1
SC Pool Deck Replacement	1.500,000							23	1 400 077	3,000,000
SC Roof Replace Tech & Applied Science, Village Bldg 3-8	1,500,000							166 833	1 333 167	1,500,000
SC Temporary Classroom Facilities	7,269,285		714	3,729,338	3.341.007	105,308	450	300	92 168	7 269 285
SC McKinney Theater Restroom remodel	2,542,000				162,708	105,248	2,023,613	72.862	177.569	2 542 000
SC Loop Road	3,442,000					•		5.740	3.436.260	3 442 000
SOCCCD: Replace HR & Bdgt Dev Systems	897,740		-	208,797	672,943	16,000	•		C	897 740
SOCCCD: Student Information System Upgrade-Phase I/Phase II	14,102,260				3,515,073	5,304,918	4,111,633	1,099,661	70.975	14,102,260
SOCCCD: Districtwide Telephone System	4,499,498	127,271	3,636,911	627,911	107,404	'		•	0	4 499 498
SOCCCD: Fiscal and HR Systems Repl.	27,500			27,500				•	•	27.500
SOCCCD: Consultant District Educational & Facilities Master Plan	735,010			370,010		•	-	•	365.000	735,010
SOCCCD: HR Recruitment Work Plan	85,911		85,911			0	•	,		85,911
SOCCCD: Legislative Advocacy Services - Basic Aid	210,000	15,700	24,002	24,298	24,000	14,000	34,354	13,140	90,206	210,000
SOCCCD: Enrollment Mgmt/Mktg, Outreach & Recruit Strategy	329,830			184,690	85,327	59,813	-			329,830
SOCCCD: IT Projects SC/IVC/ATEP Instruct & Student Svc	7,976,770							2,906,089	5,070,681	7,976,770
SOCCCD: Legal Defense for Invocation Complaint	2,000,000								2,000,000	2,000,000
SOCCCD: Additional 1% Contingency	1,278,101							-	1,278,101	1,278,101
SOCCCD: Trustee Election/General Election Expense	1,874,192	453,867				-	527,830	•	892,495	1,874,192
Totals	360.509.234	37 632 547	26 988 395	33 077 552	44.726.959	38.085.375	27.063.189	23 641 810	129 293 407	360 509 234

South Orange County Community College District Expenditure History for Approved Projects

	1999/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2011 and
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Forward
Commitments	83,542,630	57,751,446	-	34,465,912	70,908,593	54,256,170	37,446,916	10,992,495
Cumulative Commitments	83,542,630	141,294,076	152,439,148	186,905,060	257,813,653	312,069,823	349,516,739	360,509,234
Receipts	74,365,248	40,162,878	46,899,203	52,896,017	50,692,873	51,179,365	39,022,021	38,984,025
Cumulative Receipts	74,365,248	114,528,126	161,427,329	214,323,346	265,016,219	316,195,584	355,217,605	394,201,630
Cumulative Expenses	37,632,547	64,620,942	97,698,494	97,698,494   142,425,453	180,510,828	207,574,017	231,215,827	360,509,234
Cash Balances	36,732,701	49,907,184	63,728,835	71,897,893	84,505,391	108,621,567	124,001,778	33,692,396

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ITEM: 7.3 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Facilities Plan Status Report

**ACTION:** 

Information

### **BACKGROUND**

On August 30, 2004, the Board of Trustees received a list of projects under consideration for local funding and a report on the status of each project. The Board requested to be kept informed about these and other facilities projects.

### **STATUS**

EXHIBIT A provides an up-to-date report on the status of current construction projects.

### FACILITIES PLAN STATUS REPORT January 20, 2011

### SADDLEBACK COLLEGE

### 1. JAMES B. UTT LIBRARY REMODEL

Reallocation of basic aid funding has allowed this project to move forward. Bid opening was March 31, 2010. Board awarded construction in May. The Notice to Proceed was issued on June 14, 2010. Construction is underway with abatement 100% complete and demolition 100% complete. A progress meeting was held with Division Heads and the Dean in October. The final furniture and equipment selection meetings were held on January 11, 2011 with all eight departments, Division Heads and the Dean. Project updates may be viewed at: <a href="http://socced.edu/businessservices/ProjectUpdates.html">http://socced.edu/businessservices/ProjectUpdates.html</a>. The overall project budget is \$21,124,000 with a state contribution of \$16,139,000 and a basic aid contribution of \$4,985,000.

### 2. SCIENCES BUILDING

The FPP was re-submitted to the State Chancellor's Office on September 30, 2008, to recompete for funding. Funding was pushed back first to December, 2009, and again to September, 2010. The State Chancellor's Office has asked the District to re-submit with a shift for funding to the 2012-2013 fiscal year. Though final budget numbers will not be resolved until the State Chancellor's Office completes the funding process, the overall project budget is anticipated at \$58,835,000 with \$35,635,000 anticipated from the state and \$23,200,000 proposed as funded through basic aid.

### 3. MATH/SCIENCES/ENGINEERING BUILDING

The District re-submitted a Final Project Proposal to the State Chancellor's Office on June 30, 2009 and again on September 1, 2010. The State Chancellor's Office has asked the District to re-submit with a shift for funding to the 2013-2014 fiscal year. Though final budget numbers will not be resolved until the State Chancellor's Office has completed the funding process, the overall project budget is anticipated at \$30,120,000 with \$21,084,000 anticipated from the state and \$9,036,000 proposed as funded through basic aid.

### 4. LOOP ROAD

The Board approved the Loop Road project in March, 2009. Currently, the project is estimated at \$5,650,000 which may be an inadequate amount. Architectural selection was Board approved in February, 2010. The kick-off meeting was held in May with monthly progress meetings. In September, the project team including the Engineering Group met with the City of Mission Viejo. *In October* the Army Corp of Engineers *reviewed* site drainage and discharge planning. The discovery phase is on schedule. \$3,442,000 of the overall project budget is approved for funding through basic aid.

### 5 M/S/E PLAZA RENOVATION

The Board approved the Math/Science/Engineering (M/S/E) building plaza project in March, 2009. Uneven settlement under the plaza area between the Library and the M/S/E

building has resulted in slab heaving, cracking and water penetration at the M/S/E building. The College has requested that this project be temporarily postponed. The overall project budget is \$5,081,000 funded through basic aid.

# 6. VILLAGE EXPANSION PROJECT

The Board approved the Village Expansion project in November, 2008. There were two construction packages, one for site work and one for the buildings. The Surety for MJ Contractors and the District executed a Takeover Agreement. Construction is complete. The Notice of Completion for the building portion was filed in June 2010. The final for the site work was filed in August 2010. DSA Close Out and close out of the outstanding stop notices filed with the surety are underway. The overall project budget is \$3,942,000 funded through basic aid.

# 7. BRIDGE REPLACEMENT PROJECT

In March 2010, the Board approved an architect and basic aid funding of \$1,700,000 for the southeast library bridge due to a finding of failing structural integrity. Construction documents were submitted to DSA in September and DSA completed the plan check review in early December and returned the plans with minor corrections. A required supplemental soils report was sent to DSA. No modification to the original design was required as a result of the soils report findings. The corrected plans were returned to DSA this month for back check and approval.

# 8. DISTRICT I.T. SERVER ROOM RENOVATION PROJECT

On July 28, 2008, the Board approved a basic aid allocation of technology funding for the colleges and the District. On July 26, 2010, the Board approved the Award of Bid to upgrade the HVAC System and other utilities in the District Server Room. Construction of the project commenced on November 15, 2010. The project construction is complete at this time and punch list items are in the final stages. The Notice of Completion will be submitted to the Board next month. DSA close out is underway. The overall budget for the project is \$489,133.00 funded through basic aid.

# **IRVINE VALLEY COLLEGE**

# 1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

The building construction is 100% complete. Total change orders represent 2.75% of the original contract amount. There were 69 change orders requiring DSA approval. Approximately 12 remain outstanding.

# 2. BUSINESS SCIENCES & TECHNOLOGY INNOVATION CENTER

The final equipment order is complete and on target to meet reimbursement deadlines. DSA closeout is complete. The overall project budget is \$25,593,000 with \$12,711,000 from the state and \$12,882,000 funded through basic aid.

# 3. B-200 SCIENCE LAB ANNEX AND B-239 REMODEL

In addition to the Annex and Remodel, the Board approved funding for accessible restroom facilities February 20, 2008. The Notice of Completion was filed on July 8, 2010. DSA close out is underway. The overall project budget is \$6,980,000 funded through basic aid.

# 4. LIFE SCIENCES PROJECT

The Board of Trustees approved the architects for the Life Sciences project in November, 2008. *DSA approval was received on December 2, 2010*. Project updates may be viewed at: <a href="http://socced.edu/businessservices/ProjectUpdates.html">http://socced.edu/businessservices/ProjectUpdates.html</a>. The overall project budget is \$24,848,000 with \$17,377,000 from the state and \$7,468,000 funded through basic aid. The Board has funded this project to \$17,410,000 to address the lack of bond funding from the state. A full budget assessment will be addressed at bid anticipated in January.

#### 5. FINE ARTS BUILDING

The District submitted a Final Project Proposal to the State Chancellor's Office on June 30, 2008. Funding was pushed back first to December, 2009, and again to September, 2010. The State Chancellor's Office has asked the District to re-submit with a shift to funding to the 2013-2014 fiscal year. There is a reduction in the allocated points. If this project is required to recomplete for funding, it will not be as competitive. Though final budget will be resolved after the State Chancellor's Office has completed the funding process, the overall project budget is anticipated at \$34,552,000 with \$24,330,000 anticipated from the state and \$10,222,000 proposed as funded through basic aid.

#### 7. BARRANCA ENTRANCE

The Board approved funding for the Barranca Entrance project March, 2010. Currently, the project is estimated at \$2,850,000 which will be evaluated for appropriateness once the designer provides a cost estimate. The first of two plan check fees has been submitted to the City of Irvine. This review precedes final design and submittal to DSA. The discovery phase is on schedule. The overall project budget is \$2,850,000 funded through basic aid.

## 8. GREAT LAWN PROJECT

The Board of Trustees approved the Landscape Improvements project in March, 2009. Contractor's Contract was approved August, 2010. A kick off meeting was held on October 13, 2010. The Contractor declared bankruptcy on December 6, 2010. Staff is working with the Surety to re-engage for project completion. The schedule will be impacted. The overall project budget is \$1,796,000 funded through basic aid.

# <u>ATEP</u>

# 1. ATEP RENOVATION

ATEP campus was substantially complete in time for the start of fall 2008/09 semester. All windows have been tested for water tightness with a 62% failure rate. Repair procedures were accepted with remediation 99% complete. Contractor seems incapable of completing final work. A separate contractor will perform last 1% with deduction taken from final retention release. The contractor has requested a review of previously submitted change orders. District staff has partially released retention and is working with ModSpace on finalizing a few outstanding items. To date, total change orders represent 3.01% of the original contract amount.

## 2. ATEP BUILDING DEMOLITION

The Board approved both Phase A and B contractors on October 25, 2010. A preconstruction meeting was held with the Phase A contractor on October 29, 2010 with Notice to Proceed given for the week of November 22, 2010. A second demolition phase is under design to include the hanger at the southwest edge of the property. Project updates may be viewed at: <a href="http://socccd.edu/businessservices/ProjectUpdates.html">http://socccd.edu/businessservices/ProjectUpdates.html</a>. The overall project budget is \$7,000,000 funded through basic aid.

# 3. ATEP MONUMENT SIGNAGE

A monument sign is needed at Valencia Loop Road that reflects the design of the City's monument sign on the opposite corner. Plans have been submitted to the City of Tustin and have been returned with comments. Comments have been addressed and resubmitted to the City.

ITEM: 7.4 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: List of Board Requested Reports

**ACTION:** 

Information

# **BACKGROUND**

At the June 21, 2005 board meeting, members of the Board of Trustees requested a listing of reports requested by the board for the past six months. The listing is to include: date report is requested by the board, report topic, name of trustee requesting report, requested due date, person responsible for preparing the report and the date the report is scheduled to be submitted to the board for their review. At the July 19, 2005 board meeting, it was requested that this six-month report be a standing item on every board agenda, with old information dropped off and new requests added.

# **STATUS**

The Board report listing (EXHIBIT A) for the past six months is coordinated and prepared by the Office of the Vice Chancellor of Business Services.

This report is intended to answer the questions of the South Orange County Community College District Board of Trustees. In the event, additional information would be useful or desired by the board, supplemental information will be provided.

# SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT LISTING OF BOARD REPORTS REQUESTED

	1	1	1		<del></del>					 	age 1
Date Submitted to the Board of Trustees			April 26, 2010	April 26, 2010	January 2010	January 25, 2010 December 7, 2009	January 25, 2010 November 17, 2009	November 17, 2009	October 26, 2009		age n
Report Prepared By:	David Bugay	David Bugay	Gary Poertner	David Bugay	Gary Poertner	Gary Poertner	Tod Burnett	Tod Burnett	David Bugay		
Report Due Date	February 2011	February 2011	April 26, 2010	April 26, 2010	January 2010	December 7,2009	November 17, 2009	November 17, 2009	October 26, 2009		
Board Member Requesting Report	Trustee Padberg	Trustee Padberg	Trustee Fuentes	Trustee Fuentes	Trustee Fuentes	Trustee Fuentes	Trustee Padberg	Trustee Padberg	Trustee Fuentes		
Report Topic	Report on construction of a Science Building at Saddleback College	Study of construction of new football stadium at Saddleback College	Retirees Receiving over \$100,000 Annually	Nepotism	Efficiencies, Reductions and Planning in 2010-2011	Presentation on Statewide Community College Survey Results	Saddleback College Communication Arts Program	Saddleback College Film Program	Salaries of College Professors in Orange County		
Date Report Requested	12/06/10	12/06/10	3/25/10	2/22/10	11/17/09	11/17/09	9/24/09	9/24/09	8/31/09		

ITEM: 7.5 DATE: 1/20/11

**TO:** Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Monthly Financial Status Report

**ACTION:** Information

# **BACKGROUND**

Monthly General Fund financial reports (EXHIBIT A) for the two colleges and the District 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.

# **STATUS**

The reports display the adopted budget, revised budget, and transactions through November 30, 2010. A review of current revenues and expenditures for the 2010-11 fiscal year shows that they are in line with the budget.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT General Fund Income and Expenditure Summary As of November 30, 2010

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE			Adopted Budget		Revised Budget		Difference		Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS		-		-	- A	_		-	
BEGINNING FUND BALANCE:		-	32,509,540	-	32,509,540	_	0	-	32,509,540
REVENUES:									
Federal Sources	8100-8199	\$	2,564,525		3,565,020		1,000,495		396,358
Other State Sources	8600-8699		16,296,621		16,381,643		85,022		6,051,431
Other Local Sources	8800-8899	-	173,259,570	_	173,259,570		0	_	28,554,852
Total Revenue			192,120,716		193,206,233		1,085,517		35,002,641
BASIC AID							0		
INCOMING TRANSFERS	8980-8989						0		
TOTAL SOURCES OF FUNDS		-	224,630,256	-	225,715,773	_	1,085,517	-	67,512,181
USES OF FUNDS									·
EXPENDITURES:									
Academic Salaries	1000-1999		63,929,116		63,814,332		(114,784)		24,885,864
Other Staff Salaries	2000-2999		40,299,840		40,681,980		382,140		12,758,352
Employee Benefits	3000-3999		32,778,731		33,009,741		231,010		12,045,431
Supplies & Materials	4000-4999		5,896,551		5,602,861		(293,690)		1,091,154
Services & Other Operating	5000-5999		20,432,292		21,044,786		612,494		6,577,355
Capital Outlay	6000-6999		11,594,750		11,855,752		261,002		1,228,543
Payments to Students	7500-7699		141,406		148,751		7,345		60,462
Total Expenditures		-	175,072,686	-	176,158,203	_	1,085,517	-	58,647,161
OTHER FINANCING USES:									
Inter Fund Transfers Out	7300-7399		884,000		884,000		0		494.000
Basic Aid Transfers Out	7000 7000		35,991,530		35,991,530		0		484,000
Intra Fund Transfers Out	7400-7499		0		00,001,000		0		1,000,000
Debt Service	7100-7199	_	425,000		425,000				0 207,931
Total Other Sources (Uses)			37,300,530		37,300,530		0	_	1,691,931
TOTAL USES OF FUNDS		-	212,373,216	-	213,458,733	_	1,085,517	-	60,339,092
ENDING FUND BALANCE			12,257,040		12,257,040		0	_	7,173,089
Reserve for Economic Uncertainties			10.000.700		10 000 700		=		•
Location Reserves for Economic Uncertainties			10,266,798		10,266,798		0		
Location reserves for Economic Oncertaintie	;o		1,990,242		1,990,242		0		
Nondesignated Budget Allocation		\$	0	\$	0	- \$	0	<b>.</b> \$	
Ţ Ţ		`=		· *	<del>-</del>			Ψ=	0

# SADDLEBACK COLLEGE

General Fund Income and Expenditure Summary As of November 30, 2010

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE			Adopted Budget		Revised Budget		Difference	Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS		-		-	<del></del>	_		
LOCATION BEGINNING BALANCE		-	12,067,376	-	12,067,376	_	0	12,067,376
REVENUES: Unrestricted Budget Allocation Restricted Budget Allocation		\$_	79,713,405 8,776,364	_	79,713,405 9,266,352		0 489,988	12,560,774 3,919,863
Total Revenue			88,489,769	_	88,979,757		489,988	16,480,637
BASIC AID INCOMING TRANSFERS	8980-8989		0		0 0		0 0	0 0
TOTAL SOURCES OF FUNDS		-	100,557,145	_	101,047,133	_	489,988	28,548,013
USES OF FUNDS								
EXPENDITURES:     Academic Salaries     Other Staff Salaries     Employee Benefits     Supplies & Materials     Services & Other Operating     Capital Outlay     Payments to Students      Total Expenditures  OTHER FINANCING SOURCES/(USES):     Transfers Out     Other Transfers     Debt Service  Total Other Sources (Uses)	1000-1999 2000-2999 3000-3999 4000-4999 5000-5999 6000-6999 7500-7699 7300-7399 7400-7499 7100-7199		39,244,469 20,624,933 18,070,410 4,111,371 8,776,517 7,672,742 66,461 98,566,903 400,000 0	-	39,241,082 20,704,524 18,189,714 4,148,626 9,051,506 7,652,133 69,306 99,056,891 400,000 0	_	(3,387) 79,591 119,304 37,255 274,989 (20,609) 2,845 489,988	15,203,477 6,462,539 6,706,065 770,972 2,571,584 841,756 32,139 32,588,532 250,000 0
TOTAL USES OF FUNDS		_		_				
			98,966,903	-	99,456,891		489,988	32,838,532
LOCATION OPERATING BALANCE			1,590,242		1,590,242		0	(4,290,519)
Reserve for Economic Uncertainties			1,590,242		1,590,242		0	0
Nondesignated Budget Allocation		\$_	0	\$ <sub>_</sub>	0	\$_	0	0

IRVINE VALLEY COLLEGE
General Fund Income and Expenditure Summary
As of November 30, 2010

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE			Adopted Budget		Revised Budget	ſ	Difference	Beg Bal & Receipts/ Expenditures
SOURCES OF FUNDS		-	H	-	<del>?</del>	_		
LOCATION BEGINNING BALANCE		-	3,961,914	-	3,961,914	_	0	3,961,914
REVENUES: Unrestricted Budget Allocation Restricted Budget Allocation		\$_	43,579,530 5,086,710	_	43,579,530 5,682,239		0 595,529	7,430,435 2,761,546
Total Revenue			48,666,240		49,261,769		595,529	10,191,981
BASIC AID INCOMING TRANSFERS	8980-8989		0 0		0 0		0 0	0
TOTAL SOURCES OF FUNDS		-	52,628,154	-	53,223,683		595,529	14,153,895
USES OF FUNDS								
EXPENDITURES:								
Academic Salaries	1000-1999		21,604,498		21,493,101		(111,397)	9,014,861
Other Staff Salaries	2000-2999		12,253,481		12,556,030		302,549	3,849,438
Employee Benefits	3000-3999		10,882,142		10,993,848		111,706	3,915,314
Supplies & Materials	4000-4999		1,535,181		1,194,405		(340,776)	287,977
Services & Other Operating	5000-5999		4,072,278		4,417,713		345,435	1,587,302
Capital Outlay	6000-6999		1,146,629		1,430,141		283,512	242,376
Payments to Students	7500-7699	-	74,945	_	79,445		4,500	28,322
Total Expenditures			51,569,154		52,164,683		595,529	18,925,590
OTHER FINANCING SOURCES/(USES):								
Transfers Out	7300-7399		234,000		234,000		0	234,000
Other Transfers	7400-7499		0		0		0	, 0
Debt Service	7100-7199	_	425,000		425,000		0	207,931
Total Other Sources (Uses)			659,000		659,000		0	441,931
TOTAL USES OF FUNDS		-	52,228,154	· -	52,823,683		595,529	19,367,521
LOCATION OPERATING BALANCE			400,000		400,000		0	(5,213,626)
Reserve for Economic Uncertainties			400,000		400,000		0	0
Nondesignated Budget Allocation		\$_	0	\$	0	\$ <u></u>	0	0

ITEM:

7.6 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

SOCCCD: Report on Employees with Earnings over \$100,000 for

Fiscal Year 2009/2010

**ACTION:** 

Information

# **BACKGROUND**

Members of the Board of Trustees requested a report on employees who made over \$100,000.

# **STATUS**

The number of employees who had earnings in excess of \$100,000 for fiscal year 2009/2010 is attached as Exhibit A.

																																					۲	'age
Total Annual Compensation		302,159	270,469	259,664	255,069	233,721	225,979	225,919	222,070	222,060	209,456	203,315	201,294	201,005	200,948	200,940	200,925	200,918	200,913	200,893	200,252	197,915	197,892	180,827	180,812	179,647	174,654	163,155	162,524	151,542	141,524		222,069	213,433	213,029	197,444	197,434	197,430
ି ଧ		69	69	69	69	69	49	69	69	69	49	4	69	49	49	49	69	49	₩	₩	₩	69	49	49	69	4	63	49	69	69	69	on.	69	69	4	69	69	69
Total Benefits **		42,750	42,850	39,704	41,319	48,592	38,544	38,549	38,084	38,074	34,730	36,298	36,121	35,951	36,100	36,092	36,077	36,070	36,065	36,045	35,923	33,067	33,044	34,058	34,042	33,953	33,454	29,379	38,963	23,073	28,835		48,189	47,185	45,294	44,936	44,926	44,922
		↔	↔	↔	↔	↔	↔	↔	↔	↔	₩	↔	ક્ક	↔	↔	↔	↔	↔	↔	ક્ક	↔	s	↔	↔	↔	↔	↔	↔	↔	ઝ	↔		<del>()</del>	↔	s	↔	<del>()</del>	↔
Total <u>Earnings</u>		259,409	227,619	219,960	213,750	185,129	187,435	187,370	183,986	183,986	174,727	167,017	165,173	165,054	164,848	164,848	164,848	164,848	164,848	164,848	164,329	164,848	164,848	146,770	146,770	145,694	141,200	133,776	123,561	128,469	112,689		173,880	166,248	167,736	152,508	152,508	152,508
		69	69	69	₩	₩	₩	₩	₩	₩	69	₩	4	€>	49	69	₩	69	4	49	49	69	₩	69	₩	₩	H	69	₩	69	69		69	69	4	49	69	49
Additional Earnings*		11,400	8,590	3,180	8,760	9,903	3,505	3,440	8,760	8,760	10,026	3,505	2,305	2,187	1,980	1,980	1,980	1,980	1,980	1,980	7,105	1,980	1,980	1,980	1,980	1,980	1,980	9,332	1,815	1,928	1,890		780	780	16,027	1,560	1,560	1,560
		69	<del>s</del>	↔	↔	↔	<del>S</del>	↔	↔	<del>(S)</del>	<del>(S)</del>	₩	↔	↔	↔	ક્ક	↔	<del>(S)</del>	<del>()</del>	↔	↔	<del>(S)</del>	↔	↔	↔	<del>ss</del>	<del>ss</del>	<del>ss</del>	<del>ss</del>	<del>ss</del>	↔		<del>()</del>	↔	<del>69</del>	<del>69</del>	<del>69</del>	↔
Base Annual Salary		248,009	219,029	216,780	204,990	175,226	183,930	183,930	175,226	175,226	164,701	163,512	162,868	162,868	162,868	162,868	162,868	162,868	162,868	162,868	157,224	162,868	162,868	144,790	144,790	143,714	139,220	124,444	121,746	126,541	110,799		173,100	165,468	151,709	150,948	150,948	150,948
		છ	₩	↔	↔	↔	↔	ઝ	↔	↔	↔	<del>()</del>	↔	↔	↔	↔	↔	₩	s	↔	<del>63</del>	s	↔	↔	↔	₩	↔	↔	₩	<del>69</del>	69		↔	<del>69</del>	υ	↔	s	↔
Paid Months		12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	=	12	12		12	12	12	12	12	12
Assigned Months		12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12		12	12	12	12	12	12
Position Title	Academic Administrators	1 Chancellor	2 Deputy Chancellor	3 Vice President of Student Services	4 President, Irvine Valley College	5 President, Saddleback College	6 Vice President of Student Services***	7 Vice President for Instruction	8 Vice Chancellor, Human Resources	9 Vice Chancellor Tech & Learn Svcs	10 Acting Vice Pres. for Student Services	11 Vice President for Instruction	12 Dean of Instruction and Student Svc	13 Dean/Math, Science & Engineering	14 Dean, Hum⟪, Soc.Sciences,&Library	15 Dean, Bus Sci, Wrkfce & Econ Dev.	16 Dean/Social & Behavioral Sciences	17 Dean, PE, Kinesiology & Athletics	18 Dean/Adv Tech & Applied Science	19 Dean of Counseling Services	20 Provost (ATEP)	21 Dean/Health Sci/PE/Athletics	22 Dean/Lib Arts/Learning Resources	23 Dean, Career Tech Ed & Wkforce Dev	24 Dean, Math, Science & Engineering	25 Asst Dean Health Sci & Human Svcs	26 Dean FA/BusSci/CollegeOnlineEd	27 Acting Dean/Counseling Svcs & Spec. Pro	28 Dean, Health Sciences & Human Services	29 Dean, Fine Arts - Acting	30 Director of Planning, Research & Grants	Classified Leadership	1 District Dir of Human Resources	2 District Dir of Fiscal Services	3 Director of Technology Services	4 Director of Facilities	5 Assoc. Dir IT-Admin Systems & Svcs.	6 Assoc. Dir/Info Tech (AC & SP)

<sup>\*</sup> Includes overload, overtime, stipends and summer work.

\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment Insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

\*\*\* Base Annual Salary includes vacation payout.

nal			20	8	72	62	8	27	10	8	29	12	16	22	73	9	8	27	36	32	8	26	g	8	¥	8	3	82	တ္တ	3	29	Z	92	20	6	8	4	70
Total Annual	Compensation		196,856	196,560	185,072	181,679	178,409	177,527	175,910	175,894	175,767	175,312	173,016	166,222	163,773	160,949	159,760	159,357	158,286	158,132	158,100	158,097	158,063	156,308	155,841	150,290	147,261	146,728	146,386	145,575	145,459	145,384	144,586	144,550	144,529	144,428	144,214	143,607
			49	69	69	69	69	69	69	69	49	69	49	69	69	69	69	69	69	69	<del>G</del>	69	69	₩	₩	69	₩	69	69	69	49	69	69	69	₩	63	63	69
Total	Benefits **		45,128	44,832	43,364	43,428	41,008	42,622	42,530	42,254	42,387	37,989	42,223	38,578	34,767	40,865	40,492	40,495	40,578	40,424	40,392	40,389	40,355	36,446	37,353	39,455	39,093	37,483	38,998	38,772	38,742	38,776	38,758	38,722	38,701	38,600	38,386	36,257
			G	<del>()</del>	↔	↔	↔	↔	₩	↔	↔	↔	G	↔	↔	↔	↔	ઝ	s	↔	₩	↔	₩	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔
Total	Earnings		151,728	151,728	141,708	138,250	137,401	134,905	133,380	133,640	133,380	137,323	130,793	127,644	129,006	120,084	119,268	118,862	117,708	117,708	117,708	117,708	117,708	119,861	118,488	110,835	108,168	109,245	107,388	106,803	106,717	106,608	105,828	105,828	105,828	105,828	105,828	107,349
			69	69	69	69	69	69	₩	69	69	69	69	<del>69</del>	69	69	H	49	69	69	69	49	₩	4	s	69	69	₩	↔	69	4	4	69	69	H	69	₩	69
Additional	Earnings*		780	780	3,960	780	21,673	2,305	780	1,040	780	19,615	780	780	520	1	1,560			ı	•		•	9,382	780	975	780	15,489	1	975	1,105	780	•	•	•	1	ı	12,927
			<del>69</del>	↔	↔	↔	↔	↔	↔	↔	↔	↔	<del>\$</del>	↔	↔	↔	₩	↔	₩	₩	↔	↔	₩	₩	↔	↔	↔	↔	<del>69</del>	<del>69</del>	↔	↔	<del>69</del>	<del>69</del>	<del>69</del>	<del>69</del>	<del>69</del>	↔
Base Annual	Salary		150,948	150,948	137,748	137,470	115,728	132,600	132,600	132,600	132,600	117,708	130,013	126,864	128,486	120,084	117,708	118,862	117,708	117,708	117,708	117,708	117,708	110,479	117,708	109,860	107,388	93,756	107,388	105,828	105,612	105,828	105,828	105,828	105,828	105,828	105,828	94,422
			↔	↔	₩	₩	↔	₩	₩	છ	↔	₩	₩	↔	₩	↔	↔	↔	↔	↔	↔	↔	↔	₩	↔	↔	↔	↔	↔	₩	↔	↔	<del>69</del>	₩	↔	G	↔	↔
Paid	Months		12	12	12	12	12	12	12	12	12	12	12	12	9	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
Assigned	Months		12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12
	Position Title	Classified Leadership (continued)	7 Director of Facilities	8 Assistant Director, Human Resources	9 District Dir of Fac Plan/Purchasing	10 Dir.of Admiss.Rcrds & Enroll Serv.	11 Telecomm & Network Security Manager	12 Dis Dir Publ Aff/Intergov Relations	13 Director, College Foundation	14 Director of Fiscal Services	15 Director Instructional Support Svcs	16 Advanced Technology Center Director	17 Deputy Chief of Pol/Asst Director	18 Director, College Foundation	19 Director/Technology Services	20 Dir.of Admiss, Recrds & Enroll Serv.	21 Dir/Safety&Sec/Chf of Police	22 Admissions & Records Registrar	23 Director, Emeritus Inst. Prog.	24 Dir of Student Health Center	25 Financial Aid Director	26 Director of Student Development	27 Director of Extended Education	28 Dir of College Radio Station Oper	29 Financial Aid Director	30 District Director Research/Planning	31 Assistant Director of Facilities	32 Director of Learning Assistance	33 Admissions & Records Registrar	34 Systems Mgr-Management Info Systems			37 Mgr-Off of the Chanc&Trustee Svcs	38 Purchasing Manager	39 Child Development Center Mgr.	40 Pavroll Manager	41 Child Development Center Mar.	42 Acting DirSupplementalFunding/Supp Svc

<sup>\*</sup> Includes overload, overtime, stipends and summer work.
\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment Insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

12 \$ 128,014 \$ 83,903 \$ 211,917 \$ 39,548 \$ 221,465           12 \$ 129,882 \$ 79,908 \$ 209,790 \$ 39,186 \$ 229,356           12 \$ 129,882 \$ 70,223 \$ 200,862 \$ 38,494 \$ 229,356           12 \$ 129,882 \$ 70,223 \$ 200,862 \$ 38,494 \$ 221,406           12 \$ 138,462 \$ 70,223 \$ 200,862 \$ 38,494 \$ 221,406           12 \$ 19,325 \$ 66,984 \$ 191,204 \$ 40,206 \$ 231,410           12 \$ 19,325 \$ 66,984 \$ 191,204 \$ 37,030 \$ 222,654           12 \$ 129,882 \$ 48,104 \$ 177,986 \$ 37,030 \$ 227,069           12 \$ 129,882 \$ 48,104 \$ 177,986 \$ 39,020 \$ 214,430           12 \$ 126,314 \$ 53,03 \$ 177,986 \$ 36,566 \$ 214,430           12 \$ 126,314 \$ 53,30 \$ 177,844 \$ 36,394 \$ 214,430           12 \$ 126,314 \$ 53,30 \$ 177,844 \$ 36,70 \$ 36,204 \$ 217,106           12 \$ 126,314 \$ 50,30 \$ 177,844 \$ 36,70 \$ 36,102 \$ 214,430           12 \$ 126,314 \$ 50,300 \$ 177,844 \$ 36,716 \$ 214,430           12 \$ 129,882 \$ 47,145 \$ 177,207 \$ 36,404 \$ 200,405           12 \$ 129,882 \$ 37,601 \$ 188,047 \$ 36,041 \$ 200,405           12 \$ 138,776 \$ 30,137 \$ 168,054 \$ 35,713 \$ 200,405           12 \$ 138,376 \$ 30,137 \$ 168,054 \$ 35,319 \$ 36,406           12 \$ 129,935 \$ 30,105 \$ 183,005 \$ 36,406 \$ 36,706 \$ 36,706           12 \$ 129,935 \$ 33,070 \$ 163,43 \$ 36,705 \$ 36,706 \$ 36,706           12 \$ 129,935 \$ 33,070 \$ 163,43 \$ 36,705 \$ 36,706 \$ 36,706           12 \$ 129,91 \$ 33,989 \$ 158,482 \$ 36,706 \$ 36,706 \$ 36,706           12 \$ 129,91 \$ 33,989 \$ 158,482 \$ 36,706 \$ 36,706 <tr< th=""><th>Months</th></tr<>	Months
128,014         \$1,903         \$211,917         \$39,548         \$39,186 <t< td=""><td>,</td></t<>	,
5.7002         5.700         5.200 <t< td=""><td>2 5</td></t<>	2 5
\$ 126,220 \$ 64,984 \$ 191,204 \$ 40,206 \$ 138,462 \$ 51,614 \$ 190,076 \$ 37,624 \$ 37,030 \$ 198,462 \$ 191,046 \$ 177,986 \$ 37,030 \$ 39,020 \$ 140,960 \$ 39,291 \$ 180,251 \$ 39,020 \$ 30,020 \$ 3	
\$ 138,462 \$ 51,614 \$ 190,076 \$ 37,624 \$ 19,025 \$ 19,025 \$ 66,299 \$ 185,624 \$ 37,030 \$ 5 19,0325 \$ 66,299 \$ 185,624 \$ 37,030 \$ 5 140,960 \$ 39,291 \$ 180,251 \$ 39,020 \$ 5 140,960 \$ 39,291 \$ 177,948 \$ 39,020 \$ 5 126,330 \$ 126,334 \$ 177,948 \$ 36,633 \$ 36,633 \$ 5 126,334 \$ 178,631 \$ 36,739 \$ 36,739 \$ 5 126,334 \$ 178,690 \$ 36,739 \$ 36,739 \$ 5 126,334 \$ 178,694 \$ 36,739 \$ 36,741 \$ 5 129,882 \$ 129,882 \$ 177,027 \$ 36,739 \$ 36,741 \$ 5 129,882 \$ 47,145 \$ 177,027 \$ 36,749 \$ 36,749 \$ 5 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 36,749 \$ 5 126,344 \$ 176,544 \$ 177,027 \$ 33,194 \$ 36,749 \$ 5 126,344 \$ 186,547 \$ 36,749 \$ 5 126,344 \$ 186,547 \$ 36,749 \$ 5 126,344 \$ 186,547 \$ 36,749 \$ 5 126,344 \$ 126,344 \$ 166,042 \$ 36,749 \$ 36,749 \$ 5 126,344 \$ 126,344 \$ 166,042 \$ 36,749 \$ 36,749 \$ 126,344 \$	10
\$ 119,325 \$ 66,299 \$ 185,624 \$ 37,030 \$ 129,882 \$ 48,104 \$ 177,986 \$ 39,020 \$ 48,104 \$ 177,986 \$ 39,020 \$ 48,104 \$ 177,948 \$ 39,020 \$ 5 126,314 \$ 126,314 \$ 177,948 \$ 36,265 \$ 5 126,314 \$ 126,314 \$ 177,948 \$ 38,188 \$ 36,266 \$ 5 126,314 \$ 126,314 \$ 177,948 \$ 36,266 \$ 5 126,314 \$ 129,882 \$ 178,041 \$ 177,824 \$ 36,726 \$ 36,768 \$ 129,882 \$ 129,882 \$ 177,824 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,712 \$ 36,713 \$ 36,712 \$ 36,713 \$ 36,713 \$ 36,714	10
\$ 129,882         \$ 48,104         \$ 177,986         \$ 39,020         \$ 39,021           \$ 140,960         \$ 39,291         \$ 180,251         \$ 36,653         \$ 36,653         \$ 36,653         \$ 36,653         \$ 36,653         \$ 36,653         \$ 36,653         \$ 36,653         \$ 36,653         \$ 36,653         \$ 36,266         \$ 36,776         \$ 36,776 <t< td=""><td>9</td></t<>	9
\$ 140,960 \$ 39,291 \$ 180,251 \$ 36,653 \$ 8 8,434 \$ 88,514 \$ 177,948 \$ 38,188 \$ 8 126,314 \$ 53,346 \$ 177,948 \$ 38,188 \$ 36,576 \$ 126,314 \$ 53,346 \$ 177,650 \$ 36,266 \$ 36,266 \$ 36,200 \$ 138,479 \$ 39,375 \$ 177,854 \$ 36,102	10
\$ 89,434 \$ 88,514 \$ 177,948 \$ 38,188 \$ 126,314 \$ 53,346 \$ 177,948 \$ 36,266 \$ 5 126,314 \$ 53,346 \$ 177,650 \$ 36,266 \$ 5 126,330 \$ 52,001 \$ 177,854 \$ 36,102 \$ 5 138,479 \$ 126,314 \$ 50,380 \$ 177,854 \$ 36,102 \$ 5 129,882 \$ 129,882 \$ 177,127 \$ 31,194 \$ 36,041 \$ 5 129,882 \$ 177,145 \$ 177,127 \$ 38,195 \$ 129,882 \$ 39,105 \$ 177,127 \$ 38,195 \$ 36,041 \$ 5 129,882 \$ 39,105 \$ 177,127 \$ 38,157 \$ 5 129,882 \$ 39,105 \$ 177,127 \$ 38,157 \$ 5 129,882 \$ 39,105 \$ 168,054 \$ 35,389 \$ 5 141,476 \$ 39,105 \$ 168,054 \$ 35,389 \$ 5 141,476 \$ 39,105 \$ 168,054 \$ 35,389 \$ 5 129,093 \$ 30,137 \$ 168,054 \$ 35,389 \$ 5 129,093 \$ 30,137 \$ 168,054 \$ 35,389 \$ 5 129,093 \$ 30,137 \$ 169,070 \$ 36,486 \$ 5 129,090 \$ 126,314 \$ 33,106 \$ 159,420 \$ 36,785 \$ 5 126,314 \$ 33,106 \$ 156,484 \$ 36,354 \$ 5 126,314 \$ 30,649 \$ 156,956 \$ 36,578 \$ 5 126,995 \$ 126,314 \$ 30,649 \$ 156,956 \$ 36,578 \$ 36,589 \$ 126,393 \$ 128,199 \$ 128,199 \$ 30,578 \$ 3	10
\$ 126,314 \$ 53,346 \$ 179,660 \$ 36,266 \$ 126,330 \$ 52,001 \$ 177,854 \$ 36,339 \$ 5 126,314 \$ 52,001 \$ 177,854 \$ 36,339 \$ 5 126,314 \$ 50,380 \$ 176,694 \$ 36,102 \$ 5 129,882 \$ 45,244 \$ 176,126 \$ 36,041 \$ 5 129,882 \$ 47,147 \$ 129,882 \$ 47,147 \$ 129,882 \$ 47,147 \$ 129,882 \$ 47,147 \$ 129,882 \$ 30,137 \$ 168,987 \$ 35,126 \$ 5 129,882 \$ 30,137 \$ 168,987 \$ 35,139 \$ 5 126,099 \$ 37,137 \$ 168,515 \$ 35,040 \$ 5 126,099 \$ 40,338 \$ 165,437 \$ 31,850 \$ 5 126,099 \$ 40,338 \$ 165,437 \$ 31,850 \$ 5 126,099 \$ 40,338 \$ 165,437 \$ 31,850 \$ 5 126,099 \$ 40,338 \$ 165,437 \$ 31,850 \$ 5 126,099 \$ 40,038 \$ 156,482 \$ 36,348 \$ 5 126,099 \$ 40,038 \$ 156,484 \$ 36,348 \$ 5 126,099 \$ 40,049 \$ 156,049 \$ 36,344 \$ 33,000 \$ 36,486 \$ 5 126,090 \$ 40,049 \$ 156,048 \$ 36,348 \$ 36,348 \$ 5 126,094 \$ 40,071 \$ 126,098 \$ 36,269 \$ 36,369 \$ 36,360 \$ 5 126,098 \$ 36,269 \$ 36,269 \$ 36,369 \$ 36,260 \$ 5 126,098 \$ 36,280 \$ 36,280 \$ 5 126,098 \$ 36,280 \$ 5 126,098 \$ 36,280 \$ 5 126,098 \$ 36,280 \$ 22,497 \$ 22,399 \$ 22,399 \$ 22,399 \$ 22,399 \$ 22,399 \$ 22	10
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\$ 138,479 \$ 39,375 \$ 177,854 \$ 36,576 \$ 36,763 \$ 126,314 \$ 50,380 \$ 176,694 \$ 36,102 \$ 36,102 \$ 36,763 \$ 129,882 \$ 45,244 \$ 175,126 \$ 36,041 \$ 36,102 \$ 36,763 \$ 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 36,102 \$ 36,141 \$ 36,141 \$ 36,142 \$ 36,041 \$ 36,141 \$ 36,142 \$ 36,141 \$ 36	10
\$ 126,314         \$ 50,380         \$ 176,694         \$ 36,102         \$           \$ 93,763         \$ 83,127         \$ 176,890         \$ 36,126         \$           \$ 129,882         \$ 45,244         \$ 175,126         \$ 36,041         \$           \$ 112,557         \$ 60,234         \$ 177,027         \$ 38,092         \$           \$ 129,882         \$ 47,145         \$ 177,027         \$ 38,092         \$           \$ 129,882         \$ 47,145         \$ 177,027         \$ 38,092         \$           \$ 129,882         \$ 39,105         \$ 168,987         \$ 35,413         \$           \$ 138,378         \$ 30,137         \$ 168,615         \$ 35,413         \$           \$ 130,453         \$ 168,615         \$ 35,402         \$           \$ 130,453         \$ 168,615         \$ 35,402         \$           \$ 130,453         \$ 168,054         \$ 35,402         \$           \$ 105,544         \$ 168,054         \$ 35,402         \$           \$ 105,544         \$ 168,056         \$ 35,012         \$           \$ 105,544         \$ 168,056         \$ 35,012         \$           \$ 105,305         \$ 168,056         \$ 36,786         \$           \$ 105,344         \$ 166,030	10
\$ 93,763 \$ 83,127 \$ 176,890 \$ 35,126 \$ 5 129,882 \$ 45,244 \$ 175,126 \$ 36,041 \$ 5 129,882 \$ 45,244 \$ 177,027 \$ 33,194 \$ 5 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 5 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 5 129,882 \$ 39,105 \$ 177,271 \$ 38,157 \$ 5 130,453 \$ 5 130,453 \$ 130,453 \$ 130,453 \$ 130,453 \$ 130,453 \$ 130,453 \$ 130,453 \$ 130,453 \$ 130,453 \$ 130,453 \$ 120,935 \$ 120	10
\$ 129,882 \$ 45,244 \$ 175,126 \$ 36,041 \$ 5 112,557 \$ 60,234 \$ 177,027 \$ 33,194 \$ 5 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 5 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 5 129,882 \$ 39,105 \$ 168,987 \$ 35,413 \$ 5 130,453 \$ 30,137 \$ 168,054 \$ 35,500 \$ 5 130,453 \$ 37,601 \$ 168,054 \$ 35,737 \$ 35,737 \$ 5 165,095 \$ 37,137 \$ 5 165,095 \$ 37,137 \$ 5 125,099 \$ 40,338 \$ 165,095 \$ 37,427 \$ 5 125,099 \$ 40,338 \$ 165,437 \$ 36,486 \$ 5 126,314 \$ 33,005 \$ 160,030 \$ 36,486 \$ 5 126,314 \$ 33,106 \$ 159,420 \$ 36,578 \$ 5 120,937 \$ 126,314 \$ 33,106 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 34,154 \$ 5 121,941 \$ 34,543 \$ 156,958 \$ 36,250 \$ 5 116,904 \$ 40,871 \$ 157,775 \$ 33,494 \$ 36,250 \$ 5 116,904 \$ 40,871 \$ 156,958 \$ 35,600 \$ 5 112,706 \$ 44,247 \$ 156,958 \$ 35,907 \$ 5 122,227 \$ 31,769 \$ 123,996 \$ 33,837 \$ 5	10
\$ 112,557 \$ 60,234 \$ 172,791 \$ 38,092 \$ 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 141,476 \$ 29,795 \$ 177,027 \$ 33,194 \$ 141,476 \$ 29,795 \$ 177,027 \$ 33,194 \$ 141,476 \$ 39,105 \$ 168,987 \$ 35,500 \$ 138,378 \$ 30,137 \$ 168,615 \$ 35,500 \$ 130,453 \$ 37,601 \$ 168,054 \$ 35,389 \$ 130,453 \$ 37,601 \$ 168,054 \$ 37,137 \$ 182,093 \$ 37,601 \$ 165,095 \$ 37,137 \$ 125,099 \$ 40,338 \$ 165,095 \$ 37,427 \$ 31,850 \$ 125,099 \$ 40,338 \$ 165,437 \$ 31,850 \$ 36,749 \$ 105,344 \$ 33,070 \$ 160,030 \$ 36,749 \$ 36,578 \$ 124,493 \$ 33,106 \$ 158,482 \$ 36,324 \$ 36,324 \$ 116,907 \$ 34,542 \$ 34,425 \$	9
\$ 129,882 \$ 47,145 \$ 177,027 \$ 33,194 \$ 5	9
\$ 141,476 \$ 29,795 \$ 171,271 \$ 38,157 \$ 5 129,882 \$ 39,105 \$ 168,987 \$ 35,413 \$ 5 138,378 \$ 30,137 \$ 168,615 \$ 35,500 \$ 5 130,453 \$ 37,601 \$ 168,054 \$ 35,389 \$ 5 130,453 \$ 37,601 \$ 168,054 \$ 35,389 \$ 5 148,204 \$ 52,516 \$ 168,060 \$ 42,427 \$ 33,070 \$ 163,005 \$ 37,137 \$ 5 125,099 \$ 40,338 \$ 165,437 \$ 31,850 \$ 36,749 \$ 5 126,093 \$ 124,493 \$ 163,500 \$ 160,030 \$ 36,346 \$ 5 124,493 \$ 124,493 \$ 133,06 \$ 156,484 \$ 36,334 \$ 5 124,493 \$ 134,64 \$ 156,484 \$ 36,334 \$ 5 124,931 \$ 124,493 \$ 134,64 \$ 156,484 \$ 36,334 \$ 5 124,931 \$ 124,931 \$ 134,64 \$ 156,484 \$ 36,334 \$ 5 124,931 \$ 127,893 \$ 126,895 \$ 156,881 \$ 36,250 \$ 5 116,904 \$ 127,893 \$ 155,698 \$ 36,250 \$ 5 116,904 \$ 112,706 \$ 124,247 \$ 156,953 \$ 34,052 \$ 5 129,789 \$ 122,227 \$ 112,027 \$ 134,052 \$ 153,996 \$ 153,996 \$ 133,837 \$ 5	10
\$ 129,882 \$ 39,105 \$ 168,987 \$ 35,413 \$  \$ 138,378 \$ 30,137 \$ 168,515 \$ 35,500 \$  \$ 130,453 \$ 37,601 \$ 168,054 \$ 35,389 \$  \$ 130,453 \$ 37,601 \$ 168,054 \$ 35,389 \$  \$ 118,204 \$ 46,891 \$ 165,095 \$ 37,137 \$  \$ 105,544 \$ 52,516 \$ 158,060 \$ 42,427 \$  \$ 129,935 \$ 33,070 \$ 163,005 \$ 35,012 \$  \$ 129,935 \$ 33,070 \$ 163,005 \$ 36,749 \$  \$ 126,314 \$ 33,989 \$ 158,482 \$ 36,358 \$  \$ 126,314 \$ 33,106 \$ 156,420 \$ 34,425 \$  \$ 126,314 \$ 33,106 \$ 156,484 \$ 36,374 \$  \$ 121,941 \$ 34,543 \$ 156,484 \$ 36,376 \$  \$ 127,893 \$ 29,349 \$ 157,775 \$ 34,754 \$  \$ 116,904 \$ 40,871 \$ 157,775 \$ 33,494 \$  \$ 112,706 \$ 44,247 \$ 156,953 \$ 34,052 \$  \$ 122,227 \$ 31,769 \$ 153,996 \$ 33,837 \$	10
\$ 138,378 \$ 30,137 \$ 168,515 \$ 35,500 \$ 130,453 \$ 37,601 \$ 168,054 \$ 35,389 \$ 130,453 \$ 37,601 \$ 168,054 \$ 35,389 \$ 37,137 \$ 105,544 \$ 52,516 \$ 158,060 \$ 42,427 \$ 32,070 \$ 163,005 \$ 35,012 \$ 32,070 \$ 163,005 \$ 35,012 \$ 32,070 \$ 163,005 \$ 35,012 \$ 32,070 \$ 163,005 \$ 36,749 \$ 36,530 \$ 63,500 \$ 100,338 \$ 165,437 \$ 31,850 \$ 36,749 \$ 36,530 \$ 63,500 \$ 160,030 \$ 36,486 \$ 36,538 \$ 126,344 \$ 33,406 \$ 156,484 \$ 36,578 \$ 36,578 \$ 32,106 \$ 126,344 \$ 36,578 \$ 36,578 \$ 32,106 \$ 126,344 \$ 36,578 \$	10
\$ 130,453 \$ 37,601 \$ 168,054 \$ 35,389 \$ 130,453 \$ 37,704 \$ 46,891 \$ 165,095 \$ 37,137 \$ 5,105,544 \$ 52,516 \$ 158,060 \$ 42,427 \$ 5,105,544 \$ 52,516 \$ 163,005 \$ 35,012 \$ 5,105,099 \$ 40,338 \$ 165,437 \$ 31,850 \$ 36,749 \$ 5,105,099 \$ 40,338 \$ 165,437 \$ 31,850 \$ 36,749 \$ 5,105,099 \$ 40,585 \$ 159,910 \$ 36,749 \$ 5,105,314 \$ 33,989 \$ 158,482 \$ 36,358 \$ 5,126,314 \$ 33,989 \$ 158,482 \$ 36,358 \$ 5,126,314 \$ 33,106 \$ 156,956 \$ 36,758 \$ 5,116,907 \$ 40,049 \$ 156,956 \$ 36,763 \$ 36,250 \$ 5,116,904 \$ 10,049 \$ 155,088 \$ 36,250 \$ 5,116,904 \$ 40,871 \$ 155,088 \$ 36,250 \$ 5,116,904 \$ 40,871 \$ 155,088 \$ 36,500 \$ 5,117,06 \$ 44,247 \$ 156,953 \$ 34,052 \$ 5,127,227 \$ 31,769 \$ 122,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5,127,227 \$ 31,769 \$ 153,996 \$ 32,763 \$ 3	10
\$ 118,204 \$ 46,891 \$ 165,095 \$ 37,137 \$ 105,544 \$ 52,516 \$ 158,060 \$ 42,427 \$ 5,109 \$ 105,544 \$ 52,516 \$ 158,060 \$ 42,427 \$ 5,109 \$ 129,935 \$ 33,070 \$ 163,005 \$ 35,012 \$ 5,109 \$ 40,338 \$ 165,437 \$ 31,850 \$ 36,749 \$ 5,109,530 \$ 126,493 \$ 33,989 \$ 158,482 \$ 36,358 \$ 126,314 \$ 33,106 \$ 156,956 \$ 36,785 \$ 36,785 \$ 126,314 \$ 33,106 \$ 156,956 \$ 36,785 \$ 36,785 \$ 126,314 \$ 34,425 \$ 34,425 \$ 36,344 \$ 36,	9
\$ 105,544 \$ 22,510 \$ 158,060 \$ 42,427 \$ 5 129,935 \$ 33,070 \$ 165,437 \$ 31,850 \$ 35,012 \$ 5 129,935 \$ 40,338 \$ 165,437 \$ 31,850 \$ 36,749 \$ 5 119,325 \$ 40,585 \$ 159,910 \$ 36,749 \$ 36,749 \$ 5 124,493 \$ 33,989 \$ 158,482 \$ 36,358 \$ 5 126,314 \$ 33,106 \$ 159,420 \$ 34,425 \$ 5 116,907 \$ 40,049 \$ 156,956 \$ 36,778 \$ 5 127,941 \$ 34,543 \$ 156,956 \$ 36,778 \$ 5 127,941 \$ 30,569 \$ 158,765 \$ 32,763 \$ 5 127,893 \$ 25,393 \$ 155,088 \$ 36,250 \$ 5 116,904 \$ 63,803 \$ 155,548 \$ 33,494 \$ 5 116,904 \$ 63,803 \$ 155,548 \$ 33,494 \$ 5 112,706 \$ 44,247 \$ 156,953 \$ 33,997 \$ 5 122,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5	<b>9</b>
\$ 129,935 \$ 35,070 \$ 165,005 \$ 35,012 \$ 5,012 \$ 5,012 \$ 5,012 \$ 63,509 \$ 40,338 \$ 165,437 \$ 31,850 \$ 31,850 \$ 119,325 \$ 40,585 \$ 159,910 \$ 36,749 \$ 32,749 \$ 33,989 \$ 158,482 \$ 36,358 \$ 31,26,314 \$ 33,106 \$ 159,420 \$ 34,425 \$ 31,16,907 \$ 40,049 \$ 156,956 \$ 36,578 \$ 31,179,41 \$ 34,543 \$ 156,956 \$ 36,578 \$ 31,763 \$ 129,789 \$ 32,763 \$ 32,	2 9
\$ 119,325 \$ 40,536 \$ 169,457 \$ 31,630 \$ 46,530 \$ 46,530 \$ 169,400 \$ 36,749 \$ 36,749 \$ \$ 124,493 \$ 33,989 \$ 158,482 \$ 36,358 \$ 31,000 \$ 31,000 \$ 36,358 \$ 31,000 \$ 31,	5 5
\$ 96,530 \$ 63,500 \$ 160,030 \$ 36,486 \$ 124,493 \$ 33,989 \$ 158,482 \$ 36,358 \$ 124,493 \$ 33,989 \$ 158,482 \$ 36,358 \$ 31,060 \$ 160,030 \$ 36,425 \$ 36,514 \$ 33,106 \$ 159,420 \$ 34,425 \$ 34,543 \$ 156,956 \$ 36,578 \$ 34,543 \$ 156,956 \$ 32,763 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,494 \$ 32,775 \$ 33,837 \$ 32,497 \$ 32,277 \$ 33,837 \$ 32,497 \$ 32,277 \$ 33,837 \$ 32,996 \$ 33,837 \$ 32,997 \$ 3	2 5
\$ 124,493 \$ 33,989 \$ 158,482 \$ 36,358 \$ 126,314 \$ 33,106 \$ 159,420 \$ 34,425 \$ 36,358 \$ 116,907 \$ 40,049 \$ 156,956 \$ 36,778 \$ 34,543 \$ 121,941 \$ 34,543 \$ 156,956 \$ 36,78 \$ 36,78 \$ 36,569 \$ 127,893 \$ 127,893 \$ 157,7242 \$ 34,154 \$ 36,250 \$ 31,769 \$ 116,904 \$ 40,871 \$ 155,548 \$ 35,600 \$ 34,052 \$ 31,769 \$ 122,227 \$ 156,953 \$ 35,996 \$ 33,837 \$ \$ 122,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ \$	2 6
\$ 126,314 \$ 33,106 \$ 159,420 \$ 34,425 \$ 5 16,907 \$ 40,049 \$ 156,956 \$ 36,578 \$ 5 121,941 \$ 34,543 \$ 156,956 \$ 36,578 \$ 5 122,941 \$ 34,543 \$ 156,484 \$ 36,334 \$ 5 128,196 \$ 30,569 \$ 158,765 \$ 32,763 \$ 5 129,695 \$ 25,393 \$ 155,088 \$ 36,250 \$ 5 116,904 \$ 40,871 \$ 155,688 \$ 36,250 \$ 5 116,904 \$ 44,247 \$ 156,953 \$ 34,052 \$ 5 129,789 \$ 22,497 \$ 156,953 \$ 35,967 \$ 5 122,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 5 1	9
\$ 116,907 \$ 40,049 \$ 156,956 \$ 36,578 \$ 121,941 \$ 34,543 \$ 156,484 \$ 36,334 \$ 121,941 \$ 30,569 \$ 158,765 \$ 32,763 \$ 127,893 \$ 29,349 \$ 157,242 \$ 34,154 \$ 159,695 \$ 25,393 \$ 157,242 \$ 34,154 \$ 116,904 \$ 40,871 \$ 157,75 \$ 33,494 \$ 112,706 \$ 44,247 \$ 156,953 \$ 35,967 \$ 112,706 \$ 22,497 \$ 156,953 \$ 35,967 \$ 122,227 \$ 31,769 \$ 153,996 \$ 33,837 \$ 1	10
\$ 121,941 \$ 34,543 \$ 156,484 \$ 36,334 \$ \$ \$ \$ \$ 128,196 \$ 30,569 \$ 158,765 \$ 32,763 \$ \$ \$ 127,893 \$ 29,349 \$ 157,242 \$ 34,154 \$ \$ \$ 34,154 \$ \$ \$ \$ 129,695 \$ 25,393 \$ 155,088 \$ 36,250 \$ \$ \$ \$ 116,904 \$ 40,871 \$ 157,775 \$ 33,494 \$ \$ \$ 91,745 \$ 63,803 \$ 155,688 \$ 35,600 \$ \$ \$ \$ 112,706 \$ 44,247 \$ 156,953 \$ 34,052 \$ \$ \$ \$ 129,789 \$ 22,497 \$ 152,286 \$ 35,967 \$ \$	10
\$ 128,196 \$ 30,569 \$ 158,765 \$ 32,763 \$ \$ \$ 127,893 \$ 29,349 \$ 157,242 \$ 34,154 \$ \$ \$ 129,695 \$ 25,393 \$ 155,088 \$ 36,250 \$ \$ \$ 116,904 \$ 40,871 \$ 157,775 \$ 33,494 \$ \$ 112,706 \$ 44,247 \$ 156,953 \$ 34,052 \$ \$ 129,789 \$ 22,497 \$ 152,286 \$ 33,837 \$ \$	10
\$ 127,893 \$ 29,349 \$ 157,242 \$ 34,154 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	10
\$ 129,695 \$ 25,393 <b>\$ 155,088</b> \$ 36,250 <b>\$</b> \$ 116,904 \$ 40,871 <b>\$ 157,775</b> \$ 33,494 <b>\$</b> \$ 91,745 \$ 63,803 <b>\$ 155,548</b> \$ 35,600 <b>\$</b> \$ 112,706 \$ 44,247 <b>\$ 156,953</b> \$ 34,052 <b>\$</b> \$ 129,789 \$ 22,497 <b>\$ 152,286</b> \$ 35,967 <b>\$</b> \$ 122,227 \$ 31,769 <b>\$ 153,996</b> \$ 33,837 <b>\$</b>	10
\$ 116,904 \$ 40,871 <b>\$ 157,775</b> \$ 33,494 <b>\$</b> \$ 91,745 \$ 63,803 <b>\$ 155,548</b> \$ 35,600 <b>\$</b> \$ 112,706 \$ 44,247 <b>\$ 156,953</b> \$ 34,052 <b>\$</b> \$ 129,789 \$ 22,497 <b>\$ 152,286</b> \$ 35,967 <b>\$</b> \$ 122,227 \$ 31,769 <b>\$ 153,996</b> \$ 33,837 <b>\$</b>	
\$ 91,745 \$ 63,803 <b>\$ 155,548</b> \$ 35,600 <b>\$</b> \$ 112,706 \$ 44,247 <b>\$ 156,953</b> \$ 34,052 <b>\$</b> \$ 129,789 \$ 22,497 <b>\$ 152,286</b> \$ 35,967 <b>\$</b> \$ 122,227 \$ 31,769 <b>\$ 153,996</b> \$ 33,837 <b>\$</b>	10
\$ 112,706 \$ 44,247 <b>\$ 156,953</b> \$ 34,052 <b>\$</b> \$ 129,789 \$ 22,497 <b>\$ 152,286</b> \$ 35,967 \$ \$ 122,227 \$ 31,769 <b>\$ 153,996</b> \$ 33,837 <b>\$</b>	9
\$ 129,789 \$ 22,497 <b>\$ 152,286</b> \$ 35,967 <b>\$</b> \$ 122,227 <b>\$ 31,769 <b>\$ 153,996 \$ 33,837 \$</b></b>	9
\$ 122,227 \$ 31,769 <b>\$ 153,996</b> \$ 33,837 <b>\$</b>	9
	0

<sup>\*</sup> Includes overload, overtime, stipends and summer work.
\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment Insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

Assigned Months	Paid Months	Ä	Base Annual <u>Salary</u>		Additional Earnings*		Total Earnings	Bene	Total Benefits **		Total Annual Compensation
10	12	↔	141,974	49	11,616	69	153,590	ო •	34.077	69	187.667
9	12	s	138,378	ઝ	15,145	69	153,523	9	33,893	69	187,416
10	12	↔	105,535	↔	49,027	€9	154,562	es	32,828	69	187,390
10	12	↔	127,542	↔	26,801	€9	154,343	ക	32,336	69	186,679
10	12	↔	126,314	↔	25,581	69	151,895	ဗ	33,706	49	185,601
10	12	છ	129,821	↔	19,680	49	149,500	თ <del>ფ</del>	35,719	69	185,219
10	12	↔	96,343	₩	53,353	€9	149,696	9	35,452	69	185,148
9	12	₩	132,294	ક્ક	18,289	69	150,584	es es	33,584	€	184,168
10	12	<del>69</del>	122,875	₩	25,238	69	148,112	es •	35,448	₩	183,560
10	12	↔	119,325	↔	28,799	4	148,124	3	35,380	69	183,504
9	12	↔	116,458	↔	31,047	69	147,506	8	35,202	69	182,708
9	12	↔	88,396	↔	59,054	€>	147,450	8	35,057	€	182,508
9	12	↔	102,409	↔	44,786	↔	147,195	69	35,182	69	182,377
9	12	↔	129,882	s	18,307	4	148,189	8	33,479	<b>\$</b>	181,668
9	12	↔	111,468	↔	36,709	4	148,177	8	33,183	49	181,360
9	12	↔	109,914	↔	36,355	69	146,269		35,042	<del>69</del>	181,312
9	12	↔	88,158	₩	27,577	49	145,735		35,031	4	180,766
9	12	↔	123,922	↔	23,271	69	147,193	es es	33,284	4	180,477
10	12	မှာ	131,088	↔	17,157	4	148,245	ee ee	31,956	↔	180,201
9	12	↔	122,561	↔	21,755		144,315	rò 44	34,991	69	179,306
9	12	↔	126,314	↔	17,608	4	143,922	rờ LA	34,996	₩	178,918
9	12	↔	129,882	₩.	15,441	69	145,323	რ თ	33,104	↔	178,427
9	15	<b>69</b> (	131,025	<b>69</b> (	13,952	<b>59</b> (	144,977	in i	32,897	<b>69</b>	177,874
9	12	<b>69</b> (	130,845	<del>69</del> (	13,828		144,673	i m	32,970	<b>₩</b> (	177,643
9	12	<b>A</b>	126,407	<del>,</del>	18,1/6				33,023	<b>A</b>	177,606
9	12	↔	126,314	₩.	16,242	<b>69</b>	0000	ന് ക	34,886	<b>69</b>	177,442
9	12	₩.	103,925	<b>₩</b>	38,075	<b>S</b>	142,000	დ	34,513	<b>.</b>	176,513
9	12	₩.	126,314	₩.	16,884				32,768	₩.	175,966
9	12	↔	138,378	↔	4,590	4			32,970	69	175,938
9	12	↔	115,905	↔	25,195	49	eis	જે ક્ર	34,754	4	175,854
9	12	↔	114,729	<del>()</del>	28,358	49			32,700	\$	175,787
9	12	↔	112,092	<del>69</del>	31,549	49	143,641		31,730	49	175,371
9	12	<del>s)</del>	96,343	↔	47,074	69	143,417	ά æ	31,895	€	175,312
9	12	s	89,454	s	52,957	69	12000		32,127	€	174,538
10	12	<del>()</del>	129,882	↔	12,185	4	142,067		32,465	69	174,532
10	12	↔	126,314	s	13,611	69			34,519	69	174,444
10	12	↔	91,793	↔	48,054	69	139,847		34,138	\$	
10	12	€9	120,672	₩				\$	32,637	49	173,663 ©
9	12	↔	128,204	↔	10,552	\$3	138,756		34,525	₩	173,281

<sup>\*</sup> Includes overload, overtime, stipends and summer work.
\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment Insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

	Assigned Months	Paid Months	Base Annual <u>Salary</u>	F Z	Additional Earnings*		Total Earnings		Total Benefits ***		Total Annual Compensation
	10	12	\$ 84,906	\$ 90	54,078	69	138,984	<del>69</del>	33,929	69	172,913
	10	12	\$ 126,314		15,147	49	141,461	છ	31,147	69	172,608
	10	12	\$ 126,314	4	13,537	49	139,851	s	32,484	69	172,335
	10	12	\$ 104,487		33,050	63	137,537	↔	33,953	4	171,491
	10	12	\$ 119,399		17,894	69	137,293	↔	34,115	49	171,408
	10	12	\$ 96,530	٠,	42,712	69	139,242	<del>69</del>	32,116	69	171,358
	10	12	\$ 102,448	•	35,119	69	137,567	↔	33,589	69	171,156
86 Mechanical Drafting/CAD Instructor	10	12	\$ 127,141	#1 \$	10,323	69	137,464	↔	32,771	69	170,235
	10	12	\$ 98,703		37,613	69	136,316	₩	33,877	69	170,194
	10	12	\$ 119,171	••	16,723	49	135,894	↔	34,050	69	169,944
	10	12	\$ 125,670	\$ 02	10,112	69	135,782	s	34,012	69	169,795
	10	12	\$ 115,905	35 \$	19,538	69	135,443	<del>69</del>	33,991	69	169,434
	10	12		4 \$	10,710	69	137,024	↔	32,170	4	169,193
	10	12	\$ 95,727	••	40,160	69	135,887	↔	32,702	69	168,589
	10	12	\$ 106,712	12 \$	28,062	69	134,774	↔	33,812	69	168,587
	10	12	\$ 112,579	\$ 62	23,742	4	136,321	₩	31,988	69	168,308
95 PE Instructor/Head Volleyball (M&W)	10	12	•	35 \$	18,229	63	134,393	↔	33,865	€9	168,258
	10	12	\$ 88,325	22 \$	46,339	4	134,664	₩	33,527	69	168,191
	10	12	\$ 129,882	32 \$2	4,162	4	134,044	↔	33,882	69	167,926
98 Graphic Communications Instructor	10	12		\$ 2	48,736	4	133,983	↔	33,409	69	167,392
	10	12	\$ 110,132	% %	23,505	4	133,637	↔	33,743	₩	167,380
100 Accounting/Business Law/Management	10	12	_	37 \$	7,258	4	134,655	↔	32,068	₩	166,723
	10	12		33 <del>8</del>	35,400	69	133,193	↔	33,295	69	166,488
	10	12		55 89	41,094	69	132,839	↔	33,326	69	166,165
103 Math/Computer Science Instructor	10	12		\$ 22	4,225	69	134,107	↔	32,006	69	166,113
	10	12	_	& &	18,235	69	132,413	<del>69</del>	33,559	69	165,973
	10	12		\$ 2	39,465	69	132,392	↔	33,378	69	165,769
	10	12	_	∑. &	17,079	69	131,839	<del>S</del>	33,568	69	165,407
	10	12		\$ 96	48,705	69	131,501	↔	33,231	69	164,732
	10	12	\$ 128,442	\$ 2	4,131	↔	132,574	<del>69</del>	31,861	63	164,434
	10	12	\$ 102,090	\$ 00 8	29,149	↔	131,238	<del>69</del>	33,188	69	164,427
	10	12	\$ 130,721	<u>۲</u>	ı	69	130,721	↔	33,602	69	164,323
	10		\$ 130,188	\$ 88	1,727	₩	131,915	<del>S</del>	32,237	4	164,152
	10	12	_	<u>4</u>	4,021	69	130,335	<del>S</del>	33,483	69	163,818
	10	12	\$ 81,496	\$ 96	48,973	₩	130,469	<del>(y)</del>	32,897	69	163,366
	10	12	_	\$	3,451	69	129,765	↔	33,488	4	163,253
	10	12	\$ 121,796	\$ 90	7,560	↔	129,356	<del>s</del>	33,208	69	
	10	12	\$ 127,520	\$ 0:	3,219	4	130,739	₩	31,654	₩	
	10	12	\$ 126,314	4	4,066	€	130,380	₩	31,617	€9	161,997 @

<sup>\*</sup> Includes overload, overtime, stipends and summer work.
\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment Insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

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\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment Insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

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Total Annual Compensation		154,300	153,711	153,563	153,416	153,183	152,946	152,859	152,849	152,770	152,609	152,461	152,402	152,251	151,679	151,262	149,980	149,786	149,705	149,240	149,102	148,690	148,263	148,144	147,598	147,564	147,382	147,157	147,048	146,800	146,552	146,223	146,106	145,548	145,297	145,247	144,826	144,398	144,322	144,098	
		<del>()</del>	<b>⇔</b>	49	*	<b>⇔</b>	₩	*	69	69	<b>⇔</b>	*	69	69	8	49	5	\$	₩	\$	69	69	₩	₩.	69	8		Line	11.57		11.0			₩		₩	49	<del>69</del>	4	69	
Total Benefits ***		31,686	32,455	31,976	32,043	32,131	30,691	32,227	31,917	29,076	31,921	32,020	32,276	30,677	31,939	32,024	31,825	30,686	31,691	31,533	31,875	31,565	31,783	31,414	31,696	31,690	31,487	31,353	28,483	28,572	31,112	31,620	31,558	31,281	31,403	31,481	29,970	29,858	31,341	30,812	
		↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	↔	₩	↔	↔	49	υ	49	<del>()</del>	49	↔	↔	↔	₩	₩	↔	↔	↔	↔	↔	↔	↔	↔	<del>()</del>	↔	↔	↔	
Total <u>Earnings</u>		122,614	121,256	121,588	121,373	121,052	122,254	120,632	120,932	123,694	120,689	120,441	120,125	121,574	119,740	119,237	118,155	119,100	118,014	117,706	117,228	117,125	116,479	116,729	115,902	115,873	115,895	115,804	118,565	118,228	115,440	114,603	114,547	114,267	113,894	113,766	114,856	114,540	112,981	113,286	
		₩	₩	4	69	49	49	69	69	69	69	H	49	4	69	49	4	4	4	4	4	69	69	4	69	₩	69	4	69	49	49	₩	69	69	69	4	69	4	4	₩	
Additional Earnings*		48,107	•	38,401	31,991	27,856	9,761	13,800	33,743	12,021	40,435	26,558	3,456	•	25,342	16,779	22,935	117	35,897	34,822	5,396	18,324	15,524	35,127	6,644	16,919	26,448	30,383	6,494	36,732	38,634	217	12,795	15,638	23,270	11,651	3,388	18,010	3,942	38,832	
		6 <del>9</del>	↔	↔	<del>ss</del>	₩	<del>ss</del>	s	₩	₩	ક્ક	क	<del>ss</del>	<del>ss</del>	<del>s</del>	s	₩	<del>s)</del>	₩	₩	₩	<del>(S)</del>	₩	<del>s</del>	<del>(S)</del>	<del>S</del>	<del>()</del>	₩	<del>63</del>	<del>s</del>	<del>s</del>	<del>s</del>	<del>(y</del>	<del>s</del>	<del>ss</del>	<del>69</del>	s	s	₩	₩	
Base Annual Salary		74,507	121,256	83,187	89,382	93,196	112,493	106,832	87,189	111,673	80,254	93,883	116,669	121,574	94,398	102,458	95,220	118,983	82,117	82,884	111,832	98,802	100,955	81,603	109,258	98,955	89,447	85,421	112,071	81,496	908'92	114,386	101,753	98,628	90,624	102,115	111,468	96,530	109,039	74,454	
ш		₩	<del>()</del>	↔	↔	↔	↔	↔	s	<del>()</del>	<del>()</del>	↔	↔	↔	↔	↔	↔	↔	↔	↔	G	s	s	<del>69</del>	\$	↔	ઝ	ઝ	₩	<del>69</del>	₩	s	↔	<del>()</del>	₩	↔	↔	49	₩	es.	
Paid Months		12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	11	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	
Assigned <u>Months</u>		10	10	10	10	10	10	10	5	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	
Position Title	Faculty (continued)	157 Sociology Instructor	158 English Composition Instructor	159 Biology Instructor	160 Counselor	161 PE Instructor (Exer Physiology)	162 Nursing Instructor	163 Counselor	164 English Composition Instructor	165 Accounting Instructor	166 Anthropology Instructor	167 Dance/PE Instructor	168 Music Instructor (Theory/Composit.)	169 Communication Arts (Photo) Inst.	170 Health & Asst. Baseball Coach	171 PE Head Men's/Women's Track Coach	172 Art History Instructor	173 LD/Acquired Brain Injury Specialist	174 EOPS/CARE/CalWORK's Counselor	175 Counselor	176 Biology Instructor (Anat./Zoology)	177 Nursing Instructor	178 English Instructor	179 PE Instructor/Head Softball Coach	180 Geology/Marine Science Instructor	181 Paramedic Program Instructor/Dir.	182 Mathematics Instructor	183 Foods and Nutrition Instructor	184 Fine Arts Instructor	185 Speech Instructor	186 Speech/Forensics Instructor	187 Counselor	188 Nursing Instructor (Ped/Med-Surg)	189 Biology Instructor	190 Humanities Instructor	191 Political Science Instructor	192 Mathematics Instructor	193 Nurse IVC	194 Emeritus Art Instructor/Painting	195 Psychology Instructor	-

<sup>\*</sup> Includes overload, overtime, stipends and summer work.
\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

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<sup>\*</sup> Includes overload, overtime, stipends and summer work.
\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment Insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

Position Title	Assigned Months	Paid Months	Base Annual <u>Salary</u>	Additional Earnings*		Total Earnings	Total Benefits ***		Total Annual Compensation
Faculty (continued)									
235 Nursing Instructor	10	12	\$ 78,364 \$	29,642	\$ 108	108,006	27,370	s	135,376
236 Computer & Info. Mgt. Instructor	10	15	\$ 86,027 \$	21,747	\$ 107	107,774	27,511	6	135,285
237 Speech/Forensics Instructor	4		\$ 91,506 \$	16,196	\$ 107	107,702	27,263	69	134,965
238 Fashion Instructor	9		\$ 93,976 \$	19,718	\$ 103	103,694	30,114	69	133,809
239 Psychology Instructor	10		87,233	16,256	\$ 103			69	133,539
240 Geography Instructor	10		101,895	,			\$ 30,121	69	132,016
241 Child Dev & Educational Studies	10	15	\$ 66,470 \$	38,530		105,000		69	131,973
242 PE Instructor	9		84,253	17,262	\$ 101	101,515	29,808	69	131,323
243 Oceanography Instructor	10		84,407	17,139	\$ 101			69	131,267
244 English Instructor	9		92,923	8,131	\$ 101	101,054		69	130,959
245 Spanish Instructor	9		100,798	19	\$ 100	100,817		69	130,738
246 Electronics Technology Instructor	10		98,533	2,143	\$ 100	100,676	29,890	49	130,565
247 Japanese Instructor	10		91,324	9,038	\$ 100	100,362	29,817	4	130,178
248 Marine Science Instructor	4		96,394	3,999		100,393		49	130,170
249 English Composition Instructor	10		95,220	7,654	\$ 102	102,874		69	129,936
250 Horticulture & Landscape Design	5	12	62,771	37,695		100,466 \$	29,308	49	129,774
251 Biology Instructor	10		86'298	15,963	\$ 102,	261	26,779	₩	129,341
Classified Bargaining Unit									
1 Network Systems Technician III	12	12	\$ 105,459 \$	47,608	\$ 153	153,067	43,119	69	196,186
2 Network Systems Administrator	12	12	\$ 100,536 \$	32,108	\$ 132	132,644	38,179	49	170,823
3 Athletic Trainer	12	12	86,502	40,302	\$ 126	126,804	39,187	₩	165,991
4 Network Systems Administrator	12		111,702	5,076	\$ 116	116,778		69	156,591
5 Senior Programmer/Analyst	12		114,549	780				69	155,468
6 Senior Lab Technician, Computers	12		82,366	29,774			37,119	49	149,259
7 Senior Lab Technician, Computers	12		\$ 74,076 \$	35,213		109,289 \$		↔	145,342
8 Programmer Analyst	12		104,328	828		(551)		↔	143,527
9 Database Administrator	12		103,344	790	W	104,134	38,201	<b>4</b>	142,335
10 Webmaster	12		77,911	26,465	344	104,376	32,525	<del>69</del>	136,900
11 Video Production Specialist	12		83,075	18,102	\$ 101	101,177	35,408	₩	136,585

<sup>\*</sup> Includes overload, overtime, stipends and summer work.
\*\* Total Benefits include District paid PERS, STRS, OASDI, Medicare, Unemployment Insurance, Workers' Compensation Insurance, and health & welfare benefits as applicable to each employee.

ITEM: 7.7 DATE: 1/20/11

**TO:** Board of Trustees

**FROM:** Gary Poertner, Chancellor

**RE:** SOCCCD: New Market Tax Credit Report

**ACTION:** Information

# **BACKGROUND**

The New Market Tax Credits (NMTC) program provides federal income tax credits to stimulate private investment in eligible low income census tracts. ATEP is located in census tract 755.15 and is eligible to participate in this program. The Board authorized at the August 4, 2010 meeting of the Board of Trustees participation in a Pilot Program for NMTC at ATEP utilizing the services of Public Economics, Inc. as our Consultant on this project.

# **STATUS**

The District has moved rapidly in the last few months in the development of the ATEP site. Several agreements have been developed to move this project forward with the County of Orange and the City of Tustin. Demolition and additional site development has also occurred. In the meantime Public Economics, Inc., the firm the District has engaged to assist us with NMTC, has obtained investors for the program and a Term Sheet is being developed to further refine the details of the NMTC program. Public Economics will be at the Board meeting to update the Board on the Program's present status.

Item Submitted By: David Bugay, Ph.D., Acting Vice Chancellor, Business Services

ITEM: 8.0 DATE: 1/20/11

TO:

**Board of Trustees** 

FROM:

Gary L. Poertner, Chancellor

RE:

Written Reports

**ACTION:** 

None

# **Written Reports**

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

President, Saddleback College
President, Irvine Valley College
Provost, ATEP
Associated Student Government of SC
Associated Students of IVC
Saddleback College Academic Senate
Irvine Valley College Academic Senate
Faculty Association
California School Employees Association
Saddleback College Classified Senate
Irvine Valley College Classified Senate
District Services Classified Senate
Police Officers' Association



# **MEMORANDUM**

TO: Members of the Board of Trustees

Gary L. Poertner, Chancellor

FROM:

Dr. Tod A. Burnett, President

SUBJECT: REPORT FOR JANUARY 20, 2011 BOARD OF TRUSTEES' MEETING

President Burnett began a new tradition this year. In addition to hosting a faculty breakfast and classified staff luncheon during in-service week, he hosted a dinner for part-time faculty to update them on college news and business. More than 80 guests attended and provided very positive feedback on this long-overdue occasion. During his presentations, Dr. Burnett presented information on the 2020 Vision for Student Success, accreditation, strategic plan, education and facilities master plan, economic and workforce development, budget, and the Student Transfer Achievement Reform Act (SB 1440). Dr. Carmen Dominguez provided a report on Academic Senate business at the faculty breakfast and Russ Hamilton presented Classified Senate information at the classified staff luncheon.

President Burnett presented the President's Award for Leadership and Innovation to Elizabeth Horan, a Saddleback College librarian who established a You Tube channel for the library and created several instructional videos providing information on the library database, research help, and other resources for students.

The winner of the President's Award for Leadership and Innovation in the management category was Director of Community Education Estella Castillo-Garrison, who has grown the college's community education program considerably since she started at the college in 2005. Estella has embraced social networking to reach out to her customers and has overseen the rebranding of the program, including a move to the village which required considerable work to create a warm, friendly space that is more accessible to the public.

The winner of the President's Award for Leadership and Innovation in the classified staff category is Don Lindboe, a Senior Fiscal/Veterans Specialist. Don is known for his unending dedication and commitment to the college's veterans and ensuring that they receive their benefits on time so that they can pay their tuition and bills. Don made it his mission to thoroughly understand the complex changes to the GI Bill, and was in constant contact with the Veterans Administration to ensure that the implementation of the new bill and its ramifications to community colleges was well understood.

Part one of this year's Presidents' Cup, an annual basketball competition between the Saddleback College and Irvine Valley College men's and women's basketball teams, will be held at the Gauchos' gymnasium on Friday, January 21<sup>st</sup> beginning at 5:30 p.m. The game will include a hint of pink, with a fundraising and awareness campaign to help raise funds to fight cancer through the Coaches vs. Cancer awareness drive, a nationwide collaboration between the American Cancer Society and the National Association of Basketball Coaches. The games will be free to all guests but donations will be accepted at the door.

Saddleback College welcomed our new Dean of Business Science and Economic Development, Rocky Cifone, and our new Acting Director of Economic and Workforce Development, Tracy Daly.

The New Year started out festively with An Evening of Comedy and Magic on January 8<sup>th</sup> in the McKinney Theatre to a full house. On January 11<sup>th</sup> and 12<sup>th</sup>, the Department of Theatre Arts held auditions for Wait Until Dark, Elton John and Tim Rice's Aida and a student production of The Journey. On January 20<sup>th</sup>, the Music Department's Concert Hour presented its first concert of the New Year with a recital/lecture given by trumpeter Jeff Bunnell in FA 101 at noon. Admission was free. Joey Seller's Jazz Faculty concert was held on January 24<sup>th</sup> at 7 pm in the McKinney Theatre. On January 29<sup>th</sup> at 7:30 pm, the circus came to the McKinney Theatre, The New Shanghai Circus and the audience was thrilled with the acrobats, jugglers and contortionists.





5500 Irvine Center Drive, Irvine, CA 92618

949.451.5100 • Fax 949.451.5270

TO:

Gary Poertner, Chancellor and Members of the Board of Trustees

FROM:

Glenn R. Roquemore, President

**DATE:** 

January 7, 2011

SUBJECT: President's Report for the January 20, 2011 Board of Trustees Meeting

# IVC to Host first-ever French Film Festival

IVC's first-ever French film festival will be held on campus from March 25 to April 2, 2011. Arising from an idea that came to Professor Dan Rivas during his sabbatical in Spring 2010 the Tournees Film Festival will feature five new French films, including *PERSEPOLIS* (2007) by Vincent Paronnaud and Marjane Satrapi, *HOME* (2007) by Ursula Meier, RICKY (2008) by Francois Ozon, *BLUE BEARD* (2008) by Catherine Breillat and *THE GIRL ON THE TRAIN* by Andre Techine. The film festival was made possible with the support of the Cultural Services of the French Embassy and the French Ministry of Culture (CNC). It is co-sponsored by the Irvine Valley College French Department, Honors Program, Film Studies Program, and Music Department, with generous support from the Associated Students of Irvine Valley College. Admission to the film festival is free, but seating will be limited. Each film will be shown in Room A311 and tickets will be available one hour prior to each show.

# 24th Annual Astounding Inventions Set for January 29

IVC will be hosting the 24th Annual Astounding Inventions Competition, presented by the Orange County Office of Greenberg Traurig, LLP and the Irvine Valley College Foundation. The popular science contest features ingenious gadgets made by kindergarten through eighth grade students. This year's competition and exhibition will be held in IVC's Hart Gymnasium on January 29; with judging of the entries from 10-11:15 am. Public viewing of the entries is held from 11:30 am -1 pm, and the awards ceremony begins at 1 pm. In addition, activities, displays and demonstrations will be open to the public from 10 am until 1 pm in the courtyard outside of Hart Gymnasium. Event admission and parking are free, and food will be available for purchase.

#### IVC Model UN Team Starts Season with Great Success

Congratulations to Irvine Valley's Model UN Team for a great start to their season. In October, delegates from Irvine Valley College attended their first Model UN conference, the "1st Annual Orange County Model United Nations Conference" at Golden West College with fourteen schools participating, totaling 180 delegates, Irvine Valley challenged universities including Cal State Los Angeles, Chapman, University of San Diego, and UCSD. IVC took on community colleges from Victor Valley, Pasadena City, Riverside City, and Antelope Valley. Security Council was the toughest committee at the conference, and IVC delegates won the top awards in this category.

President's Report to the Board of Trustees January 7, 2011 Page 2

#### **Guest Piano Artist**

John Perry, distinguished artist and teacher will offer a benefit concert (Friday, January 28 at 8 pm.) and master class (Saturday, January 29 at 11 am.) at the Irvine Valley College Performing Arts Center Main Stage. Perry earned his bachelor's and master's degrees at Eastman School of Music as a student of Cecile Genhart. He is a recipient of a Fulbright Scholarship; he continued his studies in Vienna and Rome. He has won numerous awards, including the highest prizes in both the Busoni and Viotti international piano competitions in Italy and special honors at the Marquerite Lon International Competition in Paris. He has performed extensively in Europe and North America to great critical acclaim. A respected chamber musician, he has collaborated with some of the finest instrumentalists in the world. He is a professor of piano at the Colburn Conservatory of Music in Los Angeles and at the Thornton School of Music at the University of Southern California in Los Angeles. He is a visiting artist teacher at the Glenn Gould School of the Royal Conservatory of Music in Toronto, and frequent guest faculty at prestigious centers and festivals worldwide.

# Welcome IVC's New Dean of Academic Programs

With the start of the semester, Dr. Kathleen Werle joined IVC as Dean, Academic Programs, Student Learning, and Research. She brings twenty-eight years of experience in the community college system. Seven years have been as an administrator and eleven years as a nursing instructor. For the past year, she has served as Vice President of Instruction at San Diego Miramar College. Prior to this position, Dr. Werle served as Dean of Applied Science, Technology and Physical Education at San Jose/Evergreen Community College District for eight years and as Dean of Applied Arts and Sciences for five years. Additionally, she served as Assistant Director and Department Chair at Victor Valley College for four years. Dr. Werle also worked as Associate Coordinator of the Statewide Nursing Program at California State University Dominguez Hills, for six years and as a Nursing Supervisor at St. Bernadine Medical Center, San Bernardino, for eleven years. As faculty, she was a Lecturer, Statewide Nursing Program, at California State University, Dominguez Hills, from 1989 through 1995; a tenured faculty at Victor Valley College, Victorville, from 1984 through 1991; and an Instructor at San Bernardino Valley College in 1984. From 1996 through 2010, Dr. Werle has been a grant writer/administrator for eight grants and co-grant writer for six grants. She earned a Bachelor of Science in Nursing from California State University, San Bernardino, a Master of Science in Nursing Administration from California State University, Los Angeles, and a doctorate in Gerontology from the University of Southern California.

#### Welcome IVC's New Director of Information Technology

In December, Bruce Hagan joined IVC as Director of Technology Services. Bruce is a seasoned IT professional with over twenty years of experience in every aspect of Information Technology. Most recently, Bruce was Director of IT with Fremont College, Cerritos, CA. From 1997 to 2009, Bruce worked for BDO Seidman, LLP in Costa Mesa in a number of positions. He brings extensive experience in implementing new IT best practices designed to promote efficiencies throughout an IT organization, with an emphasis on Network Systems, Quality Assurance, Change Management, and Technical Support. Prior to his civilian work, he proudly served during the first Gulf War as a Base Communications Computer Operator (Sergeant) for the United States Air Force.

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# **IVC Music Majors Honored**

Congratulations to IVC Music Majors, Mathieu Girardet, bass clarinet and Jeff Ramos, percussion who were recently selected for College Band Directors National Association Small College Intercollegiate Band (SCIB). This organization is open to students from small colleges and community colleges and will perform as a part of the CBDNA National Conference, March 23-26, 2011 at the University of Washington in Seattle. The band will be conducted by Dr. Lowell Graham from the University of Texas, El Paso, and former Commander and Conductor of the United States Air Force Band, Washington, D.C. Girardet is a sophomore music major at IVC and a 2009 Graduate of Aliso Niguel HS in Aliso Viejo, CA. He plays in the IVC Wind Symphony and IVC Orchestra. Ramos is also a Sophomore Music Major at IVC and is also a 2009 Graduate of Aliso Niguel HS in Aliso Viejo, CA. Ramos sings in the IVC Master Chorale and plays in the IVC Wind Symphony and IVC Jazz Ensemble. Both were also Guest Student Conductors at the December 11<sup>th</sup> IVC Wind Symphony Concert. This marks the 13th consecutive year that IVC has placed students in either the CBDNA Regional or National Intercollegiate Bands



#### **MEMORANDUM**

TO: Chancellor Gary Poertner

Members of the Board of Trustees

FROM: Dr. Randy W. Peebles, Associate Vice Chancellor of Economic Development

DATE: January 7, 2010

RE: ATEP Development Report for the January 20, 2011 Board of Trustees Meeting

#### **DEMOLITION**

Demolition of existing buildings is progressing on schedule by U.S. Demolitions, Inc., H2 Environmental and Hudson Pacific Properties, Inc. To date, four buildings have been fully environmentally remediated and removed. The remaining four buildings are undergoing environmental remediation prior to removal.

Phase II of demolition will begin between March and June 2011 for a period of about four months. This phase will remove all existing above ground structures with the exception of the helicopter hangar. A request for proposals for demolition of the helicopter hangar will go out to bid late in January or February with potential work concluding by next summer.

#### **COUNTY OF ORANGE**

The South Orange County Community College District (SOCCCD) and the County of Orange (County) have entered into a preliminary proposal where a 10 acre parcel at the ATEP / Tustin Legacy site will be exchanged. This proposed 10 acre land swap will improve the configuration of the District's ATEP property in Tustin for future development while also providing a more favorable site for the County of Orange for development. The County and SOCCCD will now continue discussions leading toward a formal land exchange agreement.

# **CITY OF TUSTIN**

Meetings and discussions continue with the City of Tustin regarding future land use, site planning and potential land exchanges to better serve both public agencies.

# **IRVINE VALLEY COLLEGE**

Irvine Valley College is now operating and administering the 1.5 acre campus site established in the NW corner of the 68 acre site. Both Irvine Valley College and Saddleback College courses continue to be offered by their respective colleges serving the local community. The District office continues the development and planning for the overall site.