



Meeting of the Board of Trustees

April 28, 2014

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

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

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

1.3 Public Employee Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957) (1)

A. Public Employee Discipline, Dismissal, Release (1)

1.4 Conference with Labor Negotiators (GC Section 54957.6)

A. SOCCCD Faculty Association

Agency Designated Negotiator: David Bugay, Ph.D.

1.5 Conference with Legal Counsel (GC Section 54956.9)(1)

A. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1) (1 case)

RECONVENE OPEN SESSION: 5:30 P.M.

It is the Board's intent to reconvene in public session at the time specified herein. If closed session business has not been completed by the time public session is scheduled to be reconvened, the Board may either remain in closed session longer, or reconvene in public and again recess to a closed session after completion of the public agenda. After the completion of any subsequent closed session, the Board shall again reconvene in public, and make any necessary reports of action taken before adjourning the meeting.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

2.2 Invocation

Led by Trustee T.J. Prendergast

2.3 Pledge of Allegiance

Led by Trustee James Wright

2.4 Public Comments

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

2.5 Recognitions: Speakers are limited to two minutes each.

A. Resolutions:

1. David Robinson, Student Trustee
2. Classified Employees Week
3. Virginia Shank, Professor of the Year, Irvine Valley College
4. Mercedes Julian, Associate Professor of the Year, Irvine Valley College
5. JoAnna Schoon, Emeritus Professor of the Year, Irvine Valley College
6. Alannah Rosenberg, Professor of the Year, Saddleback College
7. Fariba Vatandoust, Associate Professor of the Year, Saddleback College
8. Collette Chattopadhyay, Emeritus Professor of the Year, Saddleback College

B. Commendations:

1. Saddleback College: President Tod Burnett will commend Lariat Advisor Amara Aguilar for being named Educator of the Year by the California Journalism Education Coalition as well as eight journalism students for winning several awards at the Journalism Association of Community Colleges conference.

3.0 REPORTS

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

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

4.0 DISCUSSION ITEMS

4.1 **Saddleback College: Student Success in Learning Resource Center (LRC) Tutorial Programs**

Representatives from the Tutoring Center at Saddleback College will present an overview of the center's ongoing tutoring efforts as well as the newly developed programs that address the needs of the diverse student population.

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 March 31, 2014.

5.2 **Irvine Valley College: Curriculum Revisions for the 2014-15 Academic Year**

Approve curriculum revisions for the 2014-15 academic year pursuant to Title 5, Section 53200 et seq.

5.3 **Irvine Valley College: Community Education Not-for-Credit Program, Summer 2014**

Approve the additional courses, presenters and compensation for Summer 2014 community course offerings.

5.4 **SOCCCD: Irvine Valley College, Cafeteria Operations Services Agreement, Amendment No. 2, S & B Foods**

Approve Amendment No. 2 for the third one-year extension beginning July 1, 2014 and ending June 30, 2015.

5.5 **SOCCCD: Irvine Valley College, Beverage Vending Services Agreement, Amendment No. 1, Bottling Group LLC (Pepsi)**

Approve Amendment No.1 for the first one-year extension beginning July 1, 2014 and ending June 30, 2015.

- 5.6 **SOCCCD: Irvine Valley College, Donated Equipment, Dell Computers**
Approve the donation of five each of computers, monitors, keyboards, and mice to Epilepsy Support Network of Orange County.
- 5.7 **SOCCCD: Saddleback College and Irvine Valley College, Bookstore Operations Services Agreements, Amendment No.1, Follett Higher Education Group**
Approve Amendment No. 1 for the first of three one-year extensions beginning July 1, 2014 and ending June 30, 2015
- 5.8 **Saddleback College and Irvine Valley College: Speakers**
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.9 **SOCCCD: Saddleback College, Construction Management Services, Amendment No. 2, Michael E. Wilson**
Approve Amendment No. 2 for the final of the two one-year extensions, beginning July 1, 2014 and ending June 30, 2015, for an annual amount not to exceed \$150,000 and a new contract value of \$723,504.
- 5.10 **SOCCCD: Saddleback College: Donated Equipment, EMS METIman Simulation Manikin**
Approve the donation of the METIman Simulation Manikin, software and air compressor to Cypress College
- 5.11 **SOCCCD: Budget Amendment: Adopt Resolution No. 14-12 to Amend FY 2013-2014 Adopted Budget**
Adopt resolution to amend the adopted budget.
- 5.12 **SOCCCD: Agreement for Special Services for the ATEP Project, Environ International Corporation**
Approve the agreement on a time and materials basis for the term of April 28, 2014 through June 30, 2019 for an estimated annual amount of \$80,000.
- 5.13 **SOCCCD: Gifts to the District and Foundations**
Accept donations.
- 5.14 **SOCCCD: Payment of Bills**
Approve Checks No. 178766 through 179648 processed through the Orange County Department of Education, totaling \$5,458,565.34; and Checks No. 010975 through 011016, processed through Saddleback College Community Education, totaling \$215,900.58; and Checks No. 009230 through 009239, processed through Irvine Valley College Community Education, totaling \$14,672.29
- 5.15 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities

of the adopted budget and numbered P14-03544 through P14-03921 amounting to \$2,833,801.77 and P15-00011 through P15-00031 amounting to \$143,546.54 are submitted to the Board of Trustees for approval. Confirming requisitions dated March 12, 2014 through April 8, 2014 totaling \$215,531.01 are also submitted.

5.16 SOCCCD: Transfer of Budget Appropriations

Ratify the transfer of budget appropriations for the period ending March 31, 2014

5.17 SOCCCD: March and April 2014 Contracts

Ratify contracts as listed.

5.18 Irvine Valley College and Saddleback College: Grant Acceptance, AB86 Adult Education Consortium Planning Grant

Accept award from California Community Colleges Chancellor's Office for the AB86 Adult Education Consortium Planning Grant, RFA No. 13-328-062.

6.0 GENERAL ACTION ITEMS

6.1 SOCCCD: Saddleback College, Cogeneration & Central Plant Operation, Maintenance Equipment Refresh & Environmental Compliance Services, Bid No. 2009 Change Order No. 1, Veolia Energy Solutions, LLC

Approve Change Order Request No. 1 to agreement in the amount of \$262,600 for a revised total contract amount of \$3,050,600.

6.2 SOCCCD: Saddleback College, Photo-Radio-Television Renovation Project, Award of Bid, Harbor Construction Co., Inc.

Award the Photo-Radio-Television Renovation Project and approve the construction agreement in the amount of \$1,608,000.

6.3 SOCCCD: Board Policy Revision:, BP-5140 Disabled Students Programs and Records, BP-4054 Political Activities, BP-2210 HIPAA/CMIA Privacy Policy

Accept for review and study

6.4 SOCCCD: Board Policy Revision: BP-180 Respectful Interactions and Collaboration, BP-3007 Cash Handling, BP – 5410 Student Equity, BP-2150 Smoke Free District, BP – 4014 Smoking

Discussion/Approval.

6.5 SOCCCD: 2014-2015 Full-Time Faculty Hiring Amendment

Approve the amendment to the 2014-2015 faculty hiring list to include the new DSPS Counselor position. This position will be 100% categorically funded.

- 6.6 **SOCCCD: Recess to Public Hearing**
The Board will conduct a public hearing to provide an opportunity for the public to comment on the SOCCCD Faculty Association opening proposal.
- 6.7 **SOCCCD: District Initial Proposal to SOCCCD Faculty Association**
Accept for review and study the District's initial proposal to the SOCCCD Faculty Association for the purpose of negotiations.
- 6.8 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Retroactive Chair/Co-Chair Stipend Compensation: General Fund, Leave of Absence, Resignation/Retirement/Conclusion of Employment.
- 6.9 **SOCCCD: Classified Personnel Actions – Regular Items**
Approve New Personnel Appointments, Authorization to Establish and Announce A Classified Position, Funding for A Classified Position, Authorization to Eliminate and Create Classified Positions, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.
- 6.10 **SOCCCD: Adopt Resolution No. 14-11: Classified Employee Layoff**
Adopt resolution to eliminate categorical-funded position.
- 6.11 **SOCCCD: Saddleback College, Return to Basic Aid Project Funding for the Learning Resource Center Renovation**
Approve the return \$2,272,000 of basic aid funds assigned to the Saddleback College Learning Resource Center renovation to the unallocated basic aid account and make them available for redistribution as outlined in BP and AR 3110 Basic Aid Funds Allocation Process.

7.0 REPORTS

- 7.1 **Saddleback College and Irvine Valley College: Professors of the Year**
Saddleback College and Irvine Valley College Professors of the Year
- 7.2 **SOCCCD: Response to Board Request for OPEB Trust Retirement Board of Authority (RBOA)**
A report on RBOA investment management requested by Trustee Lang.
- 7.3 **SOCCCD: Staff response to public comments from the previous board meeting**
Response to public comment made at the March 31, 2014 board meeting regarding unpaid retroactive department chair stipends dating back to Spring 2012.

- 7.4 **Saddleback College and Irvine Valley College: Speakers**
A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 7.5 **SOCCCD: Basic Aid Report**
Report on projected receipts and approved projects.
- 7.6 **SOCCCD: Facilities Plan Status Report**
Status of current construction projects.
- 7.7 **SOCCCD: Monthly Financial Status Report**
This report displays the adopted budget, revised budget and transactions through March 31, 2014.
- 7.8 **SOCCCD: Quarterly Financial Status Report**
The quarterly report as of March 31, 2014 for FY 2013-2014.
- 7.9 **SOCCCD: Retiree (OPEB) Trust Fund**
The report is for period ending March 31, 2014.

8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS

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

- A. Saddleback College Academic Senate
- B. Faculty Association
- C. Irvine Valley College Academic Senate
- D. Associate Vice Chancellor, Economic Development
- E. Vice Chancellor, Technology and Learning Services
- F. Vice Chancellor, Human Resources
- G. Vice Chancellor, Business Services
- H. Irvine Valley College Classified Senate
- I. California School Employees Association
- J. Saddleback College Classified Senate
- K. Police Officers Association

9.0 ADDITIONAL ITEMS

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

RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

A P R I L 2 8 , 2 0 1 4

DAVID ROBINSON

STUDENT TRUSTEE

*W*hereas, David Robinson served as the elected Student Member of the South Orange County Community College District Board of Trustees for the 2013-2014 Academic Year; and

*W*hereas, David Robinson actively represented more than 42,000 students each semester from Saddleback College, Irvine Valley College and the Advanced Technology & Education Park; and

*W*hereas, David Robinson served on the Orange County Community College Legislative Task Force representing the interests of more than 300,000 students in Orange County; and

*W*hereas, David Robinson took a keen interest in the California Bar's Community College Pathway to Law School, Adult Education, Student Veterans and student financial aid legislation, and strongly advocated for a district-wide smoke-free policy; and

*W*hereas, David Robinson provided an active and meaningful conduit for all students, meeting regularly with the Board of Trustees, the Chancellor, College Presidents, and Saddleback College and Irvine Valley College student governments, ensuring that the student voice be considered and recognized as an integral part of District governance; therefore,

*B*e it resolved that the Board of Trustees and Chancellor of the South Orange County Community College District do hereby commend and congratulate David Robinson for his outstanding service as Student Trustee for the 2013-2014 Academic Year and wish him well in his educational and career endeavors.

T.J. Prendergast III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

Timothy Jemal, Member

David B. Lang, Member

James R. Wright, Member

Gary L. Poertner, Chancellor



RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

A P R I L 2 8 , 2 0 1 4

CLASSIFIED SCHOOL EMPLOYEE WEEK

*W*hereas, Classified School Employees provide valuable skills, services, and support to students, faculty, administrators, and staff of the South Orange County Community College District; and

*W*hereas, Classified School Employees contribute significantly to the establishment and promotion of a positive and supportive instructional and learning environment to facilitate student success; and

*W*hereas, Classified School Employees play an important and vital role in providing for the health, welfare and safety of the South Orange County Community College District students and staff; and

*W*hereas, Classified School Employees strive for excellence in all areas relative to the educational community and serve as a valued resource and guide for students of Saddleback College, Irvine Valley College and the Advanced Technology & Education Park; therefore,

*B*e it resolved that the Board of Trustees and Chancellor of the South Orange County Community College District do hereby recognize, honor, and appreciate the many contributions of the Classified Employees to quality education in California and in our District and declare the week of May 18th to 24th, 2014 as Classified School Employee Week.

T.J. Prendergast III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

Timothy Jemal, Member

David B. Lang, Member

James R. Wright, Member

David Robinson, Student Member

Gary L. Poertner, Chancellor



RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

APRIL 28, 2014

VIRGINIA SHANK IRVINE VALLEY COLLEGE 2014-2015 PROFESSOR OF THE YEAR

Whereas, Virginia Shank, a faculty member at Irvine Valley College since 2012, is recognized as Professor of the Year for her contributions to the college and her students; and

Whereas, Virginia Shank first fell in love with teaching while working as a tutor in college, and later decided she wanted to be in school—to share space and ideas with people fascinated by learning—for the rest of her life; now that she has been teaching for nearly a decade, she cannot think of any work more rewarding or more challenging; and

Whereas, Virginia Shank is noted by her students for her high expectations, her willingness to help, her choice of useful readings, and her efforts to become familiar with each student's writing style and help them expand their writing capabilities; and

Whereas, one student wrote Virginia Shank “encourages all her students to think critically and ask questions. She believes that every student has valuable things to say and they are as actively a part of the class as the instructor. As a class, we were constantly collaborating to analyze and interpret assigned readings and express our thoughts;” and

Whereas, Virginia Shank has gone above and beyond her teaching duties to install a small free library, and produce literary magazines and readings with her students; 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 Virginia Shank as the Irvine Valley College Outstanding Professor of the Year.

T.J. Prendergast III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

Timothy Jemal, Member

David B. Lang, Member

James R. Wright, Member

David Robinson, Student Member

Gary L. Poertner, Chancellor



RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

APRIL 28, 2014

MERCEDES JULIAN IRVINE VALLEY COLLEGE 2014-2015 PART-TIME PROFESSOR OF THE YEAR

Whereas, Mercedes Julian, a member of the Irvine Valley College School of Humanities and Languages teaching staff since 1984, is recognized as Part-Time Professor of the Year for her continuing efforts to educate and edify her students; and

Whereas, Mercedes Julian brought extensive teaching and civic experience to her post at Irvine Valley College, where she primarily taught Spanish 10 and 11, stating she has been privileged to experience the growth of the college over the past 30 years; and

Whereas, Mercedes Julian, who fills her classes with discussion and critical thinking, is said to energize her students with her positive attitude, casual but professional style, effective teaching methods, and high standards; and

Whereas, Mercedes Julian imbues her classes with not only the Spanish language but many aspects of Hispanic culture. One student stated: "In these conversations, we learn not only about the issue at hand, but also get to know our classmates more intimately, and become more interested in each other's lives;" and

Whereas, Mercedes Julian's classes are described as having two hallmarks: respect and laughter. "It is here that she nurtures a love of learning and a love for your fellow human being," a student noted; 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 Mercedes Julian as the Irvine Valley College Outstanding Part-time Professor of the Year.

T.J. Prendergast III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

Timothy Jemal, Member

David B. Lang, Member

James R. Wright, Member

David Robinson, Student Member

Gary L. Poertner, Chancellor



RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

APRIL 28, 2014

JOANNA GEE SCHOON IRVINE VALLEY COLLEGE 2014-2015 EMERITUS PROFESSOR OF THE YEAR

Whereas, Joanna Gee Schoon, a longtime instructor at the Irvine Valley College (IVC) Emeritus Institute, is recognized as Outstanding Emeritus Professor of the Year for her excellence in teaching T'ai Chi; and

Whereas, Joanna Gee Schoon is a national champion and gold medalist who began studying taijiquan in 1975 and holds a teacher's ranking from Master Y.C. Chiang. Her training includes tai ji empty hand forms, tai ji sabre, tai ji sparring set, push hands and Shaolin Staff; and

Whereas, Joanna Gee Schoon has been described by one student as "someone with special and rare talents for both teaching and leadership," and is described by many students as taking an exceptionally empathetic approach towards instruction, taking into account individual interests and limitations while remaining consistently optimistic and encouraging; and

Whereas, Joanna Gee Schoon committed her life to the art and discipline of T'ai Chi, which is clearly evidenced in her skills and knowledge, but this commitment is most substantiated by her clear desire to share them with as many others as possible; and

Whereas, Joanna Gee Schoon approaches her subject with dedication, professionalism and high standards, and expects her students to take the practice seriously, yet teaches with good humor and sensitivity to the abilities of her students; 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 Joanna Gee Schoon as the Irvine Valley College Outstanding Emeritus Professor of the Year.

T.J. Prendergast III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

Timothy Jemal, Member

David B. Lang, Member

James R. Wright, Member

David Robinson, Student Member

Gary L. Poertner, Chancellor



RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

A P R I L 2 8 , 2 0 1 4

DR. ALANNAH ROSENBERG SADDLEBACK COLLEGE PROFESSOR OF THE YEAR

*W*hereas, Dr. Alannah Rosenberg, an economics instructor at Saddleback College since 1990, who is described by her students as a dedicated teacher and inspiring mentor, was named Saddleback College's Professor of the Year; and

*W*hereas, Dr. Alannah Rosenberg is called a "superhero" by her students for chairing the Saddleback College Honors program and for the time and energy she puts into making the program a success, in addition to her already-busy teaching schedule; and

*W*hereas, Dr. Alannah Rosenberg pours herself into her work, guiding her students at Honors Student Council meetings, planning the Honors Research Symposium, and providing encouragement and support to her students in activities such as the Honors Transfer Council of California; and

*W*hereas, Dr. Alannah Rosenberg truly celebrates the accomplishments of her students, giving them much-deserved praise and sharing the news with her colleagues, most notably when her students have been accepted to the universities of their choice, thanks in no small part to her consistent encouragement; and

*W*hereas, Dr. Alannah Rosenberg is appreciated by her students for her ever-present positivity and reassurance, often extending her office hours and ensuring that no email or phone call goes unanswered; therefore,

*B*e it resolved that the Board of Trustees and Chancellor of the South Orange County Community College District does hereby commend and congratulate Dr. Alannah Rosenberg for her outstanding dedication to his students and well-deserved recognition as Saddleback College's Professor of the Year.

T.J. Prendergast III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

Timothy Jemal, Member

David B. Lang, Member

James R. Wright, Member

David Robinson, Student Member

Gary L. Poertner, Chancellor



RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

A P R I L 2 8 , 2 0 1 4

FARIBA VATANDOUST SADDLEBACK COLLEGE ASSOCIATE PROFESSOR OF THE YEAR

*W*hereas, Fariba Vatandoust, a chemistry instructor at Saddleback College, was named Saddleback College's Associate Professor of the Year; and

*W*hereas, Fariba Vatandoust has taught Saddleback College students with distinction since 2007, and is well known for her caring and courteous demeanor; and

*W*hereas, Fariba Vatandoust's students admire her for the extra time she takes to answer their questions, often staying well after class to provide help for her students when they need it; and

*W*hereas, Fariba Vatandoust has inspired chemistry students from the time she started her teaching career in 1995, and has since taught at both the high school and college level; and

*W*hereas, Fariba Vatandoust prepares students for higher level chemistry classes, and covers topics including measurement, matter and energy, atomic structure and history, nomenclature, chemical reactions and quantities, gas behavior, equilibrium, solutions and acid-base chemistry; therefore,

*B*e it resolved that the Board of Trustees and Chancellor of the South Orange County Community College District does hereby commend and congratulate Fariba Vatandoust for her outstanding dedication to her students and well-deserved recognition as Saddleback College's Associate Professor of the Year.

T.J. Prendergast III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

Timothy Jemal, Member

David B. Lang, Member

James R. Wright, Member

David Robinson, Student Member

Gary L. Poertner, Chancellor



RESOLUTION

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

APRIL 28, 2014

COLLETTE CHATTOPADHYAY SADDLEBACK COLLEGE EMERITUS PROFESSOR OF THE YEAR

Whereas, Collette Chattopadhyay, an art history instructor at Saddleback College, was named Saddleback College's Emeritus Professor of the Year; and

Whereas, Collette Chattopadhyay has created a world-class art history lecture program that surprises and delights students every semester, leading to well-attended classes and outstanding reviews that rave about her ability to raise the bar and challenge students with innovative and exciting material; and

Whereas, the success of the Emeritus Institute Guest Lecture Series is largely due to Collette Chattopadhyay's leadership in coordinating 16 highly topical and thematic lectures that feature some of the finest experts in the arts, sciences, and education; and

Whereas, Collette Chattopadhyay has served as the Emeritus Institute Department Chair assigned to curriculum development for six years, steering many art history and liberal arts course proposals through the rigorous approval process and strengthening the Emeritus Institute's course offerings; and

Whereas, Collette Chattopadhyay dedicates much of her time outside of the classroom, helping to establish Emeritus Institute policies and procedures and lending a helping hand to other faculty and co-workers; therefore,

Be it resolved that the Board of Trustees and Chancellor of the South Orange County Community College District does hereby commend and congratulate Collette Chattopadhyay for her outstanding dedication to her students and well-deserved recognition as Saddleback College's Emeritus Professor of the Year.

T.J. Prendergast III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

Timothy Jemal, Member

David B. Lang, Member

James R. Wright, Member

David Robinson, Student Member

Gary L. Poertner, Chancellor



TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Student Success in the Learning Resource Center (LRC) - Tutoring Center

ACTION: Discussion

BACKGROUND

To better address the State-wide student success efforts, the LRC Tutoring Center has piloted a series of new initiatives and programs in order to aid students in the development of necessary foundational skills. The new programs include: Supplemental Instruction for Math and Science, embedded tutoring in English and Social and Behavioral Sciences, the Program Assisting Student-Athlete Success and the newly created Week of Workshops. These initiatives are designed to reach a broad range of students and continue the ongoing efforts in the Center to improve retention, persistence and success rates.

STATUS

Representatives from the Tutoring Center will provide a presentation entitled, "Student Success as Saddleback College's LRC Tutoring Center". The presentation will outline LRC Tutoring Center's ongoing tutoring efforts and newly developed programs needed in order to address the needs of our diverse student population.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Minutes of the Board of Trustees Meeting
ACTION: Approval

Minutes from:

March 31, 2014 Regular 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
March 31, 2014**

PRESENT

Members of the Board of Trustees:

T.J. Prendergast, President
Nancy M. Padberg, Vice President
Bill Jay, Member
Timothy Jemal, Member
David B. Lang, Member
Marcia Milchiker, Clerk
James R. Wright, Member
David Robinson, Student Member

Administrative Officers:

Gary Poertner, Chancellor
Robert Bramucci, Vice Chancellor, Technology and Learning Services
David Bugay, Vice Chancellor, Human Resources
Tod Burnett, President Saddleback College
Debra Fitzsimons, Vice Chancellor, Business Services
Glenn Roquemore, President Irvine Valley College
Randy Peebles, Associate Vice Chancellor, Economic Development

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

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

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- 1.3 Public Employee Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957) (1)
 - A. Public Employee Employment (1)
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
 - A. SOCCCD Faculty Association
Agency Designated Negotiator: David Bugay, Ph.D.
- 1.5 Conference with Real Property Negotiators (GC Section 54956.8)(1)
 - A. Sale or Exchange of Property by District: Portion of ATEP Site, Parcel 3: City of Tustin, 300 Centennial Way, Tustin, regarding exchange of land and terms of payment.
Agency Designated Negotiator: Debra Fitzsimmons, Ph.D.
- 1.6 Conference with Legal Counsel (GC Section 54956.9)(1)
 - A. Anticipated Litigation (GC Section 54956.9[b][1] and [b][3][C][1] (1 case)

RECONVENE OPEN SESSION: 6:00 P.M.

It is the Board's intent to reconvene in public session at the time specified herein. If closed session business has not been completed by the time public session is scheduled to be reconvened, the Board may either remain in closed session longer, or reconvene in public and again recess to a closed session after completion of the public agenda. After the completion of any subsequent closed session, the Board shall again reconvene in public, and make any necessary reports of action taken before adjourning the meeting.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

On a 7-0 vote, the board approved a three-month unpaid leave of absence with benefits to June 30, 2014 for a faculty member at Saddleback College.

2.2 Invocation

Led by Trustee Nancy Padberg

2.3 Pledge of Allegiance

Led by Trustee T.J. Prendergast

2.4 Public Comments

Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. If you wish to address the board, please complete a yellow form entitled, "Request to Speak" and submit it to the board's Executive Assistant. These forms are available outside the board room.

Speakers are limited to up to two minutes each.

2.5 Recognitions: Speakers are limited to two minutes each.

A. Resolutions:

1. Denice Inciong, District Services Manager of the Year

B. Commendations:

1. President Glenn Roquemore commended Professor Tom Pestolesi for being named Alumni of the Year for the men's volleyball team by the University of Hawaii.
2. President Tod Burnett commended Professor Gina Shaffer and her spring 2013 students in ENG 160 for producing the latest award-winning edition of *the Wall*.
3. President Tod Burnett commended Professor Diane Pestolesi for being recognized by the University of Hawaii as a new inductee into the UH Sports Circle of Honor for her contributions to the growth, history and tradition of UH Athletics.

3.0 REPORTS

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

- A. Board Reports
- B. Chancellor's Report
- C. College Presidents' Reports (*Written Reports included in Section 8.0*)
- D. Associated Student Government Reports
- E. Board Request(s) for Reports
 1. Request for report on the management of the OPEB Trust Fund.

On a motion made by Trustee Padberg and seconded by Trustee Jay, the Board Request for Report submitted by Trustee Lang was approved on a 7-0 vote.

4.0 DISCUSSION ITEMS

4.1 Irvine Valley College: Data-validated Approaches to Fostering a Culture of Student Success at Irvine Valley College

Representatives from Irvine Valley College will present what the college is doing to encourage innovation and flexibility in the delivery of basic skills instruction to demonstrate how IVC has implemented measures to address Recommendation 8.3.

Faculty representatives from Irvine Valley College presented an overview of what IVC is doing to encourage innovation and flexibility in the delivery of basic skills instruction and implement measures to

address item 8.3 of the state's student success recommendations.

4.2 Saddleback College and Irvine Valley College: Board Report on Financial Aid Services

Board report requested by Trustee Milchiker. Representatives from Irvine Valley College and Saddleback College will share the presentation and be available to answer questions regarding the financial aid services available to students at the colleges.

IVC Vice President Linda Fontanilla, IVC Acting Financial Aid Director Ruth Higgins, and SC Financial Aid Director Christian Alvarado provided an overview of financial aid services available to students at the colleges.

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.

Item 5.1, 5.10 and 5.14 were pulled from the consent calendar for discussion/action.

On a motion made by Trustee Jay and seconded by Trustee Padberg, the balance of the consent calendar was unanimously approved.

5.1 SOCCCD: Board of Trustees Meeting Minutes

Approve minutes of a Regular Meeting held on February 24 ~~January 27~~, 2014 and ~~approve minutes of a Special Meeting held on February 1, 2014.~~

A correction was made to the description above. The minutes of the Regular Meeting held on February 24, 2014 were approved.

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

5.2 Saddleback College: Curriculum Revisions 2014-15 Academic Year
Accept the proposed changes in curriculum.

5.3 Saddleback College: Program Revisions for the 2014-15 Academic Year
Approve the proposed program changes for the 2014-15 academic year at Saddleback College.

5.4 Saddleback College: National Student Nurses' Association National Convention
Approve the out-of-state travel request for up to eleven students and two faculty advisors to attend the 62nd Annual National Student Nurses' Association Convention in Nashville, Tennessee at a cost not to exceed

\$11,000.

- 5.5 **Saddleback College: Community Education, Summer 2014 – Additional Class Offerings**
Approve the Community Education courses, presenters, and compensation.
- 5.6 **Saddleback College: Revised 2014-15 Instructional Material/Laboratory Fees**
Approve additional instructional material and laboratory fees for 2014-15 that were not included in the February shared board agenda item.
- 5.7 **Saddleback College and Irvine Valley College: Speakers**
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.8 **Irvine Valley College: Honors Psychology Out of State Travel – Portland, Oregon**
Approve the out-of-state travel request for the Psychology Department to attend and participate in the Western Psychological Association conference from April 24-27, 2014, in Portland, Oregon. The impact to the general fund consists of faculty development funds for instructors' expenses in an amount not to exceed \$3,500.
- 5.9 **Irvine Valley College: Geography 102 Out of State Travel – Arizona and Utah**
Approve the out-of-state travel request for the School of Social Sciences field study course from Aug. 8-15, 2014 in the vicinity of Zion and Bryce in Southwest Utah and Grand Canyon National Park in northern Arizona. The impact to general funds consists of the use of a college van and fuel costs.
- 5.10 **Irvine Valley College: Curriculum Revisions for the 2014-15 Academic Year**
Approve curriculum revisions for the 2014-15 academic year pursuant to Title 5, Section 53200 et seq.

A correction was made to Exhibit A, pg. 14, row 42; to correct the name of the school to Life Sciences.

On a motion made by Trustee Wright and seconded by Trustee Padberg, this item was approved on a 7-0 vote.
- 5.11 **SOCCCD: Irvine Valley College - Barranca Entrance, Assignment of Easement Agreement, The Irvine Company LLC**
Approve the Assignment of Easement Agreement.
- 5.12 **SOCCCD: Irvine Valley College - A400 Design-Build Project, Testing & Special Inspection Agreement, C.E.M. Lab Corp.**
Approve consultant agreement for \$140,000.

- 5.13 **SOCCCD: Irvine Valley College - A400 Design-Build Project, DSA Inspection Agreement, TYR, Inc.**
Approve consultant agreement for \$183,000.
- 5.14 **SOCCCD: Saddleback and Irvine Valley College - Bid 297D Removal of Hazardous Waste Amendment No. 2, North State Environmental**
Approve an increase to the annual allowable expenditures for the five year consultant for removal of hazardous waste; not to exceed \$90,000 for Saddleback College and not to exceed \$36,000 for Irvine Valley College.

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

- 5.15 **SOCCCD: Membership Composition of District Resources Allocation Council**
Approve additions to the committee membership composition of DRAC. In addition, to ensure that DRAC operates like all other district-wide councils and committees, approve DRAC to be folded into the normal process for district-wide councils and committees and any future changes to DRAC follow that process.
- 5.16 **SOCCCD: Retiree OPEB Trust Funding**
Accept Nyhart Epler's updated actuarial report.
- 5.17 **SOCCCD: Budget Amendment: Adopt Resolution No. 14-09 to Amend FY 2013-2014 Adopted Budget**
Adopt resolution to amend the adopted budget.
- 5.18 **SOCCCD: Payment of Bills**
Approve Checks No. 177607 through 178765 processed through the Orange County Department of Education, totaling \$7,036,891.34; and Checks No. 010959 through 010974, processed through Saddleback College Community Education, totaling \$39,130.70; and Checks No. 009220 through 009229, processed through Irvine Valley College Community Education, totaling \$5,508.43.
- 5.19 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P14-03185 through P14-03543 amounting to \$5,884,417.31 and P15-00001 through P15-00010 amounting to \$49,782.00 are submitted to the Board of Trustees for approval. Confirming requisitions dated February 6, 2014 through March 11, 2014 totaling \$801,114.19 are also submitted.
- 5.20 **SOCCCD: Transfer of Budget Appropriations**
Ratify the transfer of budget appropriations for the period ending February 28,, 2014.

- 5.21 **SOCCCD: February and March 2014 Contracts**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **SOCCCD: Public Hearing for the Irvine Valley College Lighting Retrofit for Roadways, Walkways, and Parking Lots Project, Energy Service Contract**

A public hearing will be conducted to invite members of the public to present their comments with regard to the Irvine Valley College Energy Service Contract for the Retrofit Lighting for Roadways, Walkways And Parking Lots.

A Public Hearing was held to allow the District to enter into a contract for an energy service contract pursuant to the requirements of California Government Code 4217.

- 6.2 **SOCCCD: Irvine Valley College - Lighting Retrofit for Roadways, Walkways, and Parking Lots Project, Adopt Resolution No. 14-10 Authorizing Entering into an Energy Service Contract**

Adopt Resolution No. 14-10 to authorize entering into an Energy Service Contract.

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

- 6.3 **SOCCCD: Irvine Valley College- Lighting Retrofit for Roadways, Walkways & Parking Lots Project, Award of Energy Service Contract, Anderson & Howard Electric, Inc.**

Approve the Energy Service Agreement in the amount of \$1,300,000.

A correction was made to Exhibit C, page 1 of 15, fourth paragraph. The word District and the \$300,000 dollar amount were corrected.

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

- 6.4 **SOCCCD: CCCT Board Election 2014**

Recommendation for SOCCCD Board members to nominate eight candidates to the CCCT Board of Directors Election.

The board nominated eight candidates for the CCCT Board of Directors Election. The names of the candidates are Paul Gomez of Chaffey CCD, Adrienne Grey of West Valley-Mission CCD, Jeffrey Lease of San Jose-Evergreen CCD, Nathan Miller of Riverside CCD, Jim Moreno of Coast CCD, Stephen Blum of Ventura CCD, Stephan Castellanos of San Joaquin Delta CCD and Nancy Chadwick of Palomar CCD.

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

6.5 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting

Authorize payment to Trustee Milchiker who was absent from the February 24, 2014 board meeting.

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

6.6 SOCCCD: Irvine Valley College - Life Sciences Building Project, Change Order No. 14, Liberty Mutual Insurance and S.J. Amoroso Construction Co., Inc.

Approve closeout of the project and authorize staff to execute the corresponding change order with the contractor which will result in a decrease of \$84,874.75 in the total project cost. The revised contract amount is \$11,570,468.36.

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

6.7 SOCCCD: Irvine Valley College - Life Sciences Building Project, Unilateral Change Order No. 15, Liberty Mutual Insurance and S.J. Amoroso Construction Co., Inc.

Approve change order and authorize staff to execute the corresponding change order with the contractor which will result in an increase of \$54,051.56 in the total project cost. The revised contract amount is \$11,624,519.92

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

6.8 SOCCCD: Saddleback College Storage Area Networks (SAN) Technology Equipment, NetApp, Inc. – NASPO Contract, ePlus, Inc.
Approve contracting with consultant for contract not exceed \$500,000.

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

6.9 SOCCCD: Computer Equipment and Related Devices, Hewlett Packard Co.

Approve agreement for the purchase of computer equipment and related devices. Annual expenditures will not exceed \$2,500,000.

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

- 6.10 **SOCCCD: District Server and Storage Replacement, Nutanix – Carahsoft Technology, Corp. CMAS Contract**
Approve agreement at an annual cost not exceed \$500,000.

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

- 6.11 **SOCCCD: Irvine Valley College - Life Sciences Building Project, Notice of Completion, Liberty Mutual Insurance and S.J. Amoroso Construction Co., Inc.**
Authorize the filing of the Notice of Completion for a final contract amount of \$11,624,519.92.

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

- 6.12 **SOCCCD: Board Policy Revision: BP-180 Respectful Interactions and Collaboration, BP-3007 Cash Handling, BP – 5410 Student Equity, BP-4014 Smoke Free District**
Accept for review and study.

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

- 6.13 **Saddleback College: Division of Community Education, Emeritus Institute, and K-12 Partnerships**
Approve the proposed Saddleback College instructional management reorganization.

On a motion made by Trustee Padberg and seconded by Trustee Jemal, this item was approved on a 6-1 vote with Trustee Wright casting a negative vote.

- 6.14 **SOCCCD: Initial Proposal: South Orange County Community College District Faculty Association**
Accept the SOCCCD Faculty Association proposal for review and study.

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

- 6.15 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Reorganization, Amendment to Start Date of Academic Administrator, Resignation/Retirement/Conclusion of Employment.

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

6.16 SOCCCD: Classified Personnel Actions – Regular Items

Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Authorization to Change Classified Positions, Authorization to Eliminate and Create Classified Positions, Change of Status, Authorization to Reorganize a Classified Position, Out of Class Assignments, Leave of Absence, Resignation/Retirement/Conclusion of Employment, Volunteers.

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

6.17 SOCCCD: Request to Rescind Spring 2015 Sabbatical

Approve request from faculty member to rescind approval of Spring 2015 sabbatical leave.

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

7.0 REPORTS

7.1 Saddleback College and Irvine Valley College: Speakers

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

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: Monthly Financial Status Report

This report displays the adopted budget, revised budget and transactions through February 28, 2014.

7.5 SOCCCD: Retiree (OPEB) Trust Fund

The report is for period ending February 28, 2014.

8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS

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


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

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

9.0 ADDITIONAL ITEMS

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

The meeting was adjourned at 8:28 p.m. in memory of Saddleback College faculty member Bill O'Connor.



Gary L. Poertner, Secretary

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Curriculum Revisions for the 2014-15 Academic Year

ACTION: Approval

BACKGROUND

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

STATUS

Irvine Valley College proposes additions, revisions, and deletions to the curriculum of the College. Exhibit A includes new, revised, and deleted courses and programs that are recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of Irvine Valley College for the 2014-15 academic year pursuant to Title 5, Section 53200 et seq.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the proposed changes in curriculum for the 2014-15 academic year at Irvine Valley College.

Transfer Model Curriculum (TMC) Template for Economics
CCC Major or Area of Emphasis: Economics
TOP Code: 220400
CSU Major(s): Economics
Total Units: 18 (all units are semester units)

Template # 1007
Rev. 1: 03/01/13

In the four columns to the right under the **College Program Requirements**, enter the college's course identifier, title and the number of units comparable to the course indicated for the TMC. If the course may be double-counted with either CSU-GE or IGETC, enter the GE Area to which the course is articulated. To review the GE Areas and associated unit requirements, please go to Chancellor's Office Academic Affairs page, RESOURCE section located at:
<http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/TransferModelCurriculum.aspx> or the ASSIST website:
http://web1.assist.org/web-assist/help/help-csu_ge.html.

The units indicated in the template are the minimum semester units required for the prescribed course or list. All courses must be CSU transferable. **All courses must be submitted to C-ID prior to completing the Associate Degree for Transfer (ADT) proposal for Chancellor's Office approval.**

| Associate in Science in Economics for Transfer Degree College Name: Irvine Valley College | | | | | |
|---|--|--|---|------------|--------------------|
| TRANSFER MODEL CURRICULUM (TMC) | | COLLEGE PROGRAM REQUIREMENTS | | | |
| Course Title (units) | C-ID Descriptor | Course ID | Course Title | Units | CSU GE/ IGETC Area |
| REQUIRED CORE: (12-13 units) | | | | | |
| Option 1: Select two (6-8 units) | | | | | |
| Principles of Macroeconomics (3) | ECON 202 | ECON 2 OR ECON 2H | Principles of Economics – Micro Principles of Economics – Micro Honors | 3 | D2/4B |
| Principles of Microeconomics (3) | ECON 201 | ECON 1 OR ECON 1H | Principles of Economics – Macro Principles of Economics – Macro Honors | 3 | D2/4B |
| Introduction to Statistics (3) | MATH 110 | ECON 10/ MGT 10 | Statistics for Business and Economics | 3 | B4/2A |
| Business Calculus (3) OR Single Variable Calculus I-Early Transcendentals (4) OR Single Variable Calculus I-Late Transcendentals (4) OR Single Variable Calculus Sequence (4+4) | MATH 140 OR MATH 210 OR MATH 211 OR MATH 900S* | MATH 11 OR MATH 3A OR MATH 3AH | A Brief Course in Calculus Analytic Geometry and Calculus I Analytic Geometry and Calculus I Honors | 4 5 | B4/2A |
| LIST A: Select two (6 units) | | | | | |
| Any course(s) that is articulated as major preparation for the Economics major at any CSU (3-4) | AAM | | | | |
| Finite Mathematics (3) | MATH 130 | | | | |
| Single Variable Calculus II-Early Transcendentals (4) OR Single Variable Calculus II-Late Transcendentals (4) OR Single Variable Calculus Sequence (4+4) | MATH 220 MATH 221 MATH 900S* | MATH 3B OR MATH 3BH | Analytic Geometry and Calculus II Analytic Geometry and Calculus II Honors | 5 | B4/2A |
| Financial Accounting (3) | ACCT 110 | ACCT 1A | Financial Accounting | 4 | |
| Managerial Accounting (3) | ACCT 120 | ACCT 1B OR | Managerial Accounting | 4 | |

| | | | | | |
|---|-----------|---|--------------------------------------|--------------|--------------|
| | | ACCT 1BH | Managerial Accounting Honors | | |
| Business Information Systems, Computer Information Systems (3) | BUS 140 | CS 1 | Introduction to Computer Systems | 3 | |
| | | OR | | | |
| | | CS 1H | Introduction to Computer Systems | | |
| Business Communications (3) | BUS 115 | MGT 104 | Business Communication | 3 | |
| LIST B: Select one course (3-4 units) Any course(s) not used in LIST A | | | | | |
| Any CSU transferable lower division Economics course | BCT | ECON 6 | Environmental and Resource Economics | 3 | D2/4B |
| | | ECON 13 | Global Economics | 3 | |
| Multivariable Calculus (4) | MATH 230 | MATH 4A | Analytic Geometry and Calculus III | 5 | B4/2A |
| Introduction to Linear Algebra (3) | MATH 250 | MATH 26 | Introduction to Linear Algebra | 4 | B4/2A |
| Total Units for the Major: | 18 | Total Units for the Major: | | 18-24 | |
| | | Total Units that may be double-counted (Ensure that the total for each Area does not exceed the limit for the specific Area) | | | 9 |
| | | General Education (CSU GE or IGETC) Units | | | 37-39 |
| | | Elective (CSU Transferable) Units | | | 8-14 |
| | | Total Degree Units (maximum) | | | 60 |

NOTE:

If MATH 900S sequence descriptor is to be used, the entire sequence must be required for the major.

Transfer Model Curriculum (TMC) Template for Philosophy
 CCC Major or Area of Emphasis: Philosophy
 TOP Code: 150900
 CSU Major(s): Philosophy
 Total Units: 18 (all units are semester units)

Template # 1007
 Rev. 1: 03/01/13

In the four columns to the right under the **College Program Requirements**, enter the college's course identifier, title and the number of units comparable to the course indicated for the TMC. If the course may be double-counted with either CSU-GE or IGETC, enter the GE Area to which the course is articulated. To review the GE Areas and associated unit requirements, please go to Chancellor's Office Academic Affairs page, RESOURCE section located at:
<http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/TransferModelCurriculum.aspx> or the ASSIST website:
http://web1.assist.org/web-assist/help/help-csu_ge.html.

The units indicated in the template are the minimum semester units required for the prescribed course or list. All courses must be CSU transferable. **All courses must be submitted to C-ID prior to completing the Associate Degree for Transfer (ADT) proposal for Chancellor's Office approval.**

| Associate in Science in Philosophy for Transfer Degree College Name: Irvine Valley College | | | | | |
|---|----------------------|-----------------------------------|---|-------|--------------------|
| TRANSFER MODEL CURRICULUM (TMC) | | COLLEGE PROGRAM REQUIREMENTS | | | |
| Course Title (units) | C-ID Descriptor | Course ID | Course Title | Units | CSU GE/ IGETC Area |
| REQUIRED CORE: Select two (6 units) | | | | | |
| Symbolic Logic* (3) OR Introduction to Logic (3) | PHIL 210 PHIL 110 | PHIL 3 | Introduction to Logic | 3 | A3 |
| Introduction to Philosophy (3) OR Introduction to Ethics (3) | PHIL 100 PHIL 120 | PHIL 1 OR PHIL 2 | Introduction to Philosophy Ethics | 3 | C2/3B |
| LIST A: Select one (3 units) | | | | | |
| Any course from List A not already used | | | | | |
| History of Ancient Philosophy (3) | PHIL 130 | PHIL 10 | Ancient Philosophy | 3 | C2/3B |
| History of Modern Philosophy (3) | PHIL 140 | PHIL 11 | Modern Philosophy | 3 | C2/3B |
| Any course articulated as lower division preparation in the Philosophy major at a CSU, UC, or other accredited university | AAM | | | | |
| LIST B: Select one course (3-4 units) | | | | | |
| Any course(s) from List A not already used | | | | | |
| Western Civilization 1 (3) | HIST 170 | HIST 10 | The West and the World Through the Renaissance | 3 | C2/3B |
| Western Civilization II (3) | HIST 180 | HIST 11 | The West and the World Since the Renaissance | 3 | C2/3B |
| Introduction to Philosophy of Religion (3) | AAM | | | | |
| Introduction to Social and Political Philosophy (3) | AAM | | | | |
| Any course articulated as lower division preparation in the Philosophy major at a CSU | AAM | WR 2 OR WR 2H | College Writing 2: Critical Thinking/Writing Or College Writing 2: Critical Thinking/Writing Honors | 4 | A3/1B |
| LIST C: Select one (3 units) | | | | | |
| Any course(s) from List A or List B not already used | | | | | |
| Any course articulated as lower division preparation in the Philosophy major at a CSU | AAM | WR 2 OR WR 2H | College Writing 2: Critical Thinking/Writing Or College Writing 2: Critical Thinking/Writing Honors | 4 | A3/1B |
| Any course articulated as CSU GE Area C2 or IGETC Area 3B | GECC | PHIL 5 | Political Philosophy | 3 | C2/3B |
| Total Units for the Major: | | Total Units for the Major: | | | |
| 18 | | 18 | | | |

| | |
|---|--------------|
| Total Units that may be double-counted <i>(Ensure that the total for each Area does not exceed the limit for the specific Area)</i> | 9-10 |
| General Education (CSU GE or IGETC) Units | 37-39 |
| Elective (CSU Transferable) Units | 12-15 |
| Total Degree Units (maximum) | 60 |

*For any college that does not offer *Symbolic Logic*, *Introduction to Logic* may be substituted with the understanding that most transfer institutions will require *Symbolic Logic* for the major. Sample courses for List B are contained in the finalized Transfer Model Curriculum (TMC) found at <http://c-id.net/degreereview.html>.

Transfer Model Curriculum (TMC) Template for Spanish
 CCC Major or Area of Emphasis: Spanish
 TOP Code: 110500
 CSU Major(s): Spanish
 Total Units: 19-20 (all units are semester units)

Template # 1007
 Rev. 1: 03/01/13

In the four columns to the right under the **College Program Requirements**, enter the college's course identifier, title and the number of units comparable to the course indicated for the TMC. If the course may be double-counted with either CSU-GE or IGETC, enter the GE Area to which the course is articulated. To review the GE Areas and associated unit requirements, please go to Chancellor's Office Academic Affairs page, RESOURCE section located at:
<http://extranet.cccco.edu/Divisions/AcademicAffairs/CurriculumandInstructionUnit/TransferModelCurriculum.aspx> or the ASSIST website:
http://web1.assist.org/web-assist/help/help-csu_ge.html.

The units indicated in the template are the minimum semester units required for the prescribed course or list. All courses must be CSU transferable. **All courses must be submitted to C-ID prior to completing the Associate Degree for Transfer (ADT) proposal for Chancellor's Office approval.**

| Associate in Science in Spanish for Transfer Degree College Name: Irvine Valley College | | | | | |
|---|--|--|--|----------------------------------|------------------------------------|
| TRANSFER MODEL CURRICULUM (TMC) | | COLLEGE PROGRAM REQUIREMENTS | | | |
| Course Title (units) | C-ID Descriptor | Course ID | Course Title | Units | CSU GE/ IGETC Area |
| REQUIRED CORE: (16 units) | | | | | |
| Elementary Spanish I (4) | SPAN 100 | SPAN 1 Or SPAN 1H Or SPAN 1A And SPAN 1B | Beginning Spanish I Beginning Spanish I Honors Introduction to Beginning Spanish I And Continuation of Beginning Spanish I | 5 5 2.5 2.5 | C2/6 C2 C2/6 |
| Elementary Spanish II (4) | SPAN 110 | SPAN 2 | Beginning Spanish II | 5 | C2/3B/6 |
| Intermediate Spanish I (4) OR Spanish for Heritage Speakers I (4) | SPAN 200 SPAN 220 | SPAN 3 | Intermediate Spanish I | 5 | C2/3B/6 |
| Intermediate Spanish II (4) OR Spanish for Heritage Speakers I (4) | SPAN 210 SPAN 230 | SPAN 4 | Intermediate Spanish I | 5 | C2/3B/6 |
| Substitution Courses: If a student places out of any core course(s) and is not awarded units for that course, the student will need to take additional units to compensate for the course/units required to reach at least 18 total units in the major (Title 5 regulations). Course substitutions are made at the discretion of the local college and may or may not be delineated in the local degree. Suggested substitutions include courses in List A. Additional suggested course substitutions are contained in the finalized Transfer Model Curriculum (TMC). | BCT | ANTH 3 | Culture and Language | 3 | D1/4A |
| LIST A: Select one (3-4 units) | | | | | |
| Spanish Composition (3) | GECC CSU-GE: C2 IGETC: 3B | | | | |
| Elementary or Intermediate Conversational Spanish (3) | GECC CSU-GE: C2 IGETC: 3B | SPAN 10 | Intermediate Conversational Spanish | 3 | C2/3B |
| Introduction to Spanish/Hispanic/Latin American Literature (3) | GECC CSU-GE: C2, D IGETC: 3B, 4 | | | | |

| | | | | | |
|--|--|---|--|---|---|
| Latin American/Spanish History (3) | GECC CSU-GE: C2, D IGETC: 3B, 4 | | | | |
| Hispanic/Latino Culture and Civilization (3) | GECC CSU-GE: C2, D IGETC: 3B, 4 | | | | |
| A course in Elementary or Intermediate level in other languages (i.e., French, Italian, Latin, Portuguese) ONLY I cases where Spanish courses beyond Intermediate Spanish are not offered. (4) | GECC CSU-GE: C2 IGETC: 3B | FR 1 Or FR 1H Or FR 1A And FR 1B FR 2 Or FR 2A AND FR 2B FR 3 FR 4 | Beginning French 1 Beginning French 1 Honors Introduction to Beginning French I Continuation of Beginning French II Beginning French II Introduction to Beginning French II Continuation of Beginning French II Beginning French II Intermediate French Intermediate French | 5 5 2.5 2.5 5 2.5 2.5 5 5 | C2/6 C2/6 C2 C2/6 C2/3B/6 C2/6 C2/3B/6 C2/3B/6 |
| Any course articulated as lower division preparation in the Spanish major at a CSU (3) | AAM | SPAN 11 | Advanced Conversational Spanish | 3 | C2/3B |
| Total Units for the Major: | 19 | Total Units for the Major: | | 23 | |
| | | Total Units that may be double-counted (Ensure that the total for each Area does not exceed the limit for the specific Area) | | | 6 |
| | | General Education (CSU GE or IGETC) Units | | | 37-39 |
| | | Elective (CSU Transferable) Units | | | 4-6 |
| | | Total Degree Units (maximum) | | | 60 |

IRVINE VALLEY COLLEGE
Curriculum Changes for 2014/2015

Exhibit A
Page 7

| | A | B | C | D | E |
|----|-----------------|--------|---------|--|--|
| 1 | | | | KEY CODE | assign: Assignments |
| 2 | | | | | c/l w/+: cross-listed with (and list the other crs id) |
| 3 | | | | | co: corequisite |
| 4 | | | | | crsd: course id |
| 5 | | | | | dc: delete course |
| 6 | | | | | dv: delete version of course |
| 7 | | | | | hrs: hours |
| 8 | | | | | lim: limitation |
| 9 | | | | | lrng obj: learning objectives |
| 10 | | | | | moe: methods of evaluation |
| 11 | | | | | nc: new course |
| 12 | | | | | nv: new version of an existing course |
| 13 | | | | | prereq: prerequisite |
| 14 | | | | | rec: recommended preparation |
| 15 | | | | | rpt: repeatability |
| 16 | | | | | sam: SAM code |
| 17 | | | | | sr: scheduled review with no significant revisions |
| 18 | | | | | ti: title |
| 19 | | | | | top: TOP code |
| 20 | | | | | tps: topics |
| 21 | | | | | txt: textbook |
| 22 | | | | | un: units |
| 23 | | | | | val: validation |
| 24 | SCHOOL | CRS ID | CATID | TITLE | ACTION TAKEN |
| 25 | Social Sciences | ANTH 7 | 590.00 | Native Americans of Southern California | tps; lrng obj; moe; assign; txt |
| 26 | Life Sciences | BIO 13 | 9133.00 | Lab Research | dc: delete course |
| 27 | Life Sciences | BIO 13 | 9133.05 | Introduction to Independent Research in the Biological and Health Sciences | nc: 1 unit; .5 hrs lec/1.5 hrs lab; rec: CHEM 1A/1B or BIO 10; at least one other biology course; TOP: 0401.00; SAM: E |

IRVINE VALLEY COLLEGE
Curriculum Changes for 2014/2015

Exhibit A
Page 8

| | A | B | C | D | E |
|----|-----------------|----------|----------|--|--|
| 28 | Life Sciences | BIO 14 | 9133.05 | Introduction to Independent Research in the Biological and Health Sciences | nc: 2 units; 1 hr lec/3 hrs lab; prereq: BIO 13; TOP: 0401.00; SAM: E |
| 29 | Fine Arts | COMM 1H | 6310.05 | Communication Fundamentals Honors | nc: 3 units; 3 hrs lec; TOP: 1506.00; SAM: E |
| 30 | Humanities | FR 1H | 2930.15 | Beginning French I Honors | nc: 5 units; 5 hrs lec; TOP: 1102.00; SAM: E |
| 31 | Social Sciences | GEOG 10H | 14274.05 | Introduction to Weather and Climate Honors | nc: 3 units; 3 hrs lec; Rec: WR 201; TOP: 2206.00; SAM: E |
| 32 | Fine Arts | IMA 135 | 14464.00 | Interactive Toy Design | nc: 3 units; 3 hrs lec/3 hrs lab; Prereq: IMA 98; TOP: 0614.20; SAM: C |
| 33 | Humanities | LIT 110 | 9376.00 | Popular Literature | desc; tps; lrng obj; moe; assign; txt |
| 34 | Math, CS, Engr | MATH 26 | 3489.00 | Introduction to Linear Algebra | tps; lrng obj |
| 35 | Math, CS, Engr | MATH 4A | 4610.00 | Analytic Geometry and Calculus III | tps; lrng obj |
| 36 | Math, CS, Engr | MATH 8 | 3491.00 | College Algebra | desc; val |
| 37 | Fine Arts | MUS 59 | 14391.05 | Piano Performance and Ensemble | nc: 1 unit; 3 hrs lab; lim: Not a beginning class; focuses on classical sonatas and etudes; rec: MUS 54, 55, 56, or 57; TOP: 1004.00; SAM: E |
| 38 | Social Sciences | PS 3 | 5730.00 | California Government and Politics | Rec: WR 201, WR 399 or ESL 201; tps; lrng obj; moe; assign; txt; val |
| 39 | Humanities | SPAN 1H | 6140.15 | Beginning Spanish I Honors | nc: 5 units; 5 hrs lec; TOP: 1105.00; SAM: E |
| 40 | Fine Arts | TA 43 | 6510.00 | Stage Makeup | dc: delete course |
| 41 | Fine Arts | TA 49 | 6510.05 | Stage Makeup Design | nc: 3 units; 2 hrs lec/3 hrs lab; TOP: 1006.00; SAM: D |

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Community Education, Summer 2014 Additional Courses

ACTION: Approval

BACKGROUND

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

STATUS

A variety of educational programs have been planned by IVC Community Education to serve the community during Summer 2014. Expenses for conducting these courses will be paid from the income from participant fees. Following Board approval of the Summer 2014 Community Education course offerings at the February 24, 2014 meeting, the college planned some additional courses to include in their Summer 2014 program. The IVC course offerings, presenters, and compensations are outlined in Exhibit A.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Community Education course, presenter, and compensation.

| <i>South Orange County Community College District</i> | | | | |
|---|---------------------|--------------------------|-------------------------|-------------------|
| <i>IRVINE VALLEY COLLEGE</i> | | | | |
| <i>COMMUNITY EDUCATION NOT-FOR-CREDIT PROGRAM - Summer 2014</i> | | | | |
| | | | | |
| <i>COURSE TITLE</i> | <i>DATES</i> | <i>INSTRUCTOR</i> | <i>HONORARIA</i> | <i>FEE</i> |
| Stock Market Courses | 6/1-8/15/14 | Joyce Ardo | 50% gross | \$99 |
| Qigong Courses | 6/1-8/15/14 | Karl Ardo | 50% gross | \$190 |
| Life College | 6/1-8/15/14 | Joyce Arnston | 50% gross | \$1,000 |

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Irvine Valley College, Cafeteria Operations Services Agreement, Amendment No. 2, S & B Foods

ACTION: Approval

BACKGROUND

On April 25, 2011, the Board of Trustees approved a one-year agreement with the option for four one-year extensions with S & B Foods for the Cafeteria Operations Services at Irvine Valley College beginning July 1, 2011. On April 29, 2012, the Board of Trustees approved two one-year extensions to June 30, 2014.

STATUS

The Irvine Valley College Food and Beverage Committee has requested the district renew the Cafeteria Operations Services Agreement for the third one-year extension beginning July 1, 2014 and ending June 30, 2015.

Compensation is summarized in EXHIBIT A. The original Agreement is available for review in the district purchasing department.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Amendment No. 2 (EXHIBIT B) to the Irvine Valley College Cafeteria Operations Services Agreement with S & B Foods for the third one-year extension beginning July 1, 2014 and ending June 30, 2015.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, CA 92692

CAFETERIA OPERATIONS COMPENSATION FOR IRVINE VALLEY COLLEGE

| Category | Compensation |
|---------------------------------|---|
| Commission | \$50,000 Annual or 12% of net sales whichever is greater |
| President's Catering Credit: | \$1,500/annually |
| General Scholarship: | \$1,500/annually (general scholarship contribution administered by the Foundation) |
| ASIVC Food Catering Credit: | \$2,000/annually |
| Breakfast/ Luncheon: | 300 guest twice yearly @ \$2,500 = \$5,000 |
| Discounts: | ASB Cardholders: 10% Daily 20% Once per month Staff and Faculty: 20% Food Purchases every Friday Discounted coffee rates |

**AMENDMENT NO. 2
TO THE CAFETERIA OPERATION SERVICES AGREEMENT
AT IRVINE VALLEY COLLEGE**

April 28, 2014

THIS AMENDMENT shall modify the original agreement dated July 1, 2011, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and S & B Foods, 6282 Riviera Circle, Long Beach, CA 90815, hereinafter referred to as "VENDOR".

WHEREAS, Article XII of the original agreement provides that the terms, rates, and provisions of said agreement may be amended by mutual consent of the parties by written modification only; and

WHEREAS, Article II of the original agreement provides for an option for renewal, under the same terms and conditions, for an additional one-year period; and

WHEREAS, IRVINE VALLEY COLLEGE has requested that the DISTRICT renew the Agreement for the third of four one-year extensions;

NOW, THEREFORE, the parties agree as follows:

1. TERM.

The term of the agreement is hereby extended from July 1, 2014 to June 30, 2015, under the same terms and conditions of the original agreement.

IN WITNESS HEREOF, the Parties have executed this Amendment as of the date set forth above.

"DISTRICT"

South Orange County Community College District

"VENDOR"

S & B Foods

By: _____
Debra Fitzsimons,
Vice Chancellor, Business Services

By: _____
Signature

Printed Name

Title

Date: _____

Date: _____

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Irvine Valley College, Beverage Vending Services Agreement, Amendment No. 1, Bottling Group LLC (Pepsi)

ACTION: Approval

BACKGROUND

On April 25, 2011, the Board of Trustees approved a three-year agreement with the option for two one-year extensions with the Bottling Group LLC (Pepsi) for the Beverage Vending Services at Irvine Valley College beginning July 1, 2011.

STATUS

The Irvine Valley College Food and Beverage Committee has requested the district renew the Beverage Vending Services Agreement for the first one-year extension beginning July 1, 2014 and ending June 30, 2015.

Compensation is summarized in EXHIBIT A. The original Agreement is available for review in the district purchasing department.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT B) to the Irvine Valley College Beverage Vending Services Agreement with the Bottling Group LLC for the first one-year extension beginning July 1, 2014 and ending June 30, 2015.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, CA 92692

BEVERAGE VENDING SERVICES
COMPENSATION FOR IRVINE VALLEY COLLEGE

| Category | Compensation |
|-------------------------|---|
| Sponsorship Agreement*: | \$18,000 annually Minimum of 4,800 cases sold with percentage reduction applied if less than minimum reached |
| Commission*: | 20 oz. carbonated soft drinks and water at vending = 20% All other and cafeteria case sales = 15% |
| Rebates: | \$2.00/case on 24 and 15 pk. packaged products purchased directly from Pepsi \$1.00/case on 12 pk. Packaged products purchased directly from Pepsi |
| Donations: | 200 cases of a combination of 12 oz. carbonated soft drinks and 16.9 oz. water/annually |
| Scholarship: | \$500/Third and Fifth anniversary to IVC Foundation |
| Sampling Vehicles: | Two appearances annually as determined by Pepsi and the College |

* Paid to IVC ASG

**AMENDMENT NO. 1
TO THE BEVERAGE VENDING SERVICES AGREEMENT
AT IRVINE VALLEY COLLEGE**

April 28, 2014

THIS AMENDMENT shall modify the original agreement dated July 1, 2011, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and the Bottling Group LLC, 27717 Aliso Creek Road, Aliso Viejo, CA 92656, hereinafter referred to as "VENDOR".

WHEREAS, Article 21 of the original agreement provides that the terms, rates, and provisions of said agreement may be amended by mutual consent of the parties by written modification only; and

WHEREAS, Article 2 of the original agreement provides for an option for renewal, under the same terms and conditions, for an additional one-year period; and

WHEREAS, IRVINE VALLEY COLLEGE has requested that the DISTRICT renew the Agreement for the first of two one-year extensions;

NOW, THEREFORE, the parties agree as follows:

1. TERM.

The term of the agreement is hereby extended from July 1, 2014 to June 30, 2015, under the same terms and conditions of the original agreement.

IN WITNESS HEREOF, the Parties have executed this Amendment as of the date set forth above.

"DISTRICT"

South Orange County Community College District

"VENDOR"

The Bottling Group, LLC

By: _____
Debra Fitzsimons,
Vice Chancellor, Business Services

By: _____
Signature

Printed Name

Title

Date: _____

Date: _____

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Irvine Valley College, Donated Equipment, Dell Computers

ACTION: Approval

BACKGROUND

Irvine Valley College has identified five Dell OptiPlex GX 745, five Dell FP Monitors, five Dell keyboards, and five Dell mice for surplus (EXHIBIT A).

Education Code 81450.5 allows for the provision of donating property if three criteria are met:

- a) The district determines that the property is not required for school purposes, that it should be disposed of for the purpose of replacement, or that it is unsatisfactory or not suitable for school use.
- b) The property is exchanged with, or sold or donated to, a school district, community college district, or other public entity that has had an opportunity to examine the property proposed to be exchanged, sold, or donated.
- c) The receipt of the property by a school district or community college district would not be inconsistent with any applicable district wide or school site technology plan of the recipient district.

Education Code 81452 states: (c) If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

STATUS

Epilepsy Support Network of Orange County has expressed a desire for the donation of these five computers (with monitors, keyboards, and mice).

All criteria for the donation have been met and staff recommends the donation of this equipment.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the donation of five Dell OptiPlex GX 745, five Dell FP Monitors, five Dell keyboards, and five Dell mice to Epilepsy Support Network of Orange County.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, CA 92692
April 28, 2014

IRVINE VALLEY COLLEGE DONATED EQUIPMENT LIST

| Donated Equipment | Description | Value each | Value total |
|--|------------------------------|------------|-------------|
| Dell Computers with 17in LCD Monitors, Keyboards, and Mice | (5) - OptiPlex 745 Computers | \$60 | \$300 |

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Saddleback College and Irvine Valley College, Bookstore Operations Services Agreements, Amendment No.1, Follett Higher Education Group

ACTION: Approval

BACKGROUND

On May 21, 2012, the Board of Trustees approved a two-year agreement with the option for three one-year extensions with Follett Higher Education Group for the Bookstore Operations at Saddleback College and Irvine Valley College beginning July 1, 2012.

STATUS

Saddleback College and Irvine Valley College have requested the district renew the Bookstore Operations Services Agreements (EXHIBIT B and C) for the first of the three one-year extensions beginning July 1, 2014 and ending June 30, 2015.

Compensation is summarized in EXHIBIT A. The original Agreements are available for review in the district purchasing department.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT B and C) to the Saddleback College and Irvine Valley College Bookstore Operations Services Agreements with Follett Higher Education Group for the first of three one-year extensions beginning July 1, 2014 and ending June 30, 2015.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, CA 92692

BOOKSTORE OPERATIONS SERVICES
COMPENSATIONS BY COLLEGE

| Category | Saddleback College | Irvine Valley College |
|-----------------------|--|--|
| Compensations: | 90% of the previous year's commission or: 13.5% Gross Revenue up to \$5 million; plus 14.5% of any part of Gross Revenue over \$5 million | 90% of the previous year's commission or: 13.5% Gross Revenue up to \$5 million; plus 14.5% of any part of Gross Revenue over \$5 million |
| General Scholarship: | \$10,000/annually (general scholarship contribution administered by the College) | \$10,000/annually (general scholarship contribution administered by the College) |
| Textbook Scholarship: | \$10,000/annually (textbook scholarship in the form of gift cards or accounts receivable account administered by College Administration) | \$10,000/annually (textbook scholarship in the form of gift cards or accounts receivable account administered by College Administration) |
| Library Donations: | \$5,000 worth of textbook donation Loan the Library 150 top title textbooks every semester | \$5,000 worth of textbook donation Loan the Library 150 top title textbooks every semester |

**AMENDMENT No. 1
TO BOOKSTORE OPERATIONS SERVICES AGREEMENT
AT SADDLEBACK COLLEGE**

April 28, 2014

THIS AMENDMENT shall modify the original agreement dated July 1, 2012, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and Follett Higher Education Group, 1818 Swift Drive, Oak Brook, IL, 60523, hereinafter referred to as "CONTRACTOR."

WHEREAS, Article 2 of the original agreement establishes the term for two years with the three one-year options to renew; and

WHEREAS, SADDLEBACK COLLEGE has requested that the DISTRICT renew the agreement for the first of the three one-year extensions; and

WHEREAS, CONTRACTOR is able and willing to extend the term of the agreement for one year;

NOW, THEREFORE, the Parties agree to modify the original agreement as follows:

1. Article 2 shall read:

The term of this agreement is hereby extended from July 1, 2014, to June 30, 2015, under the same terms and conditions as the original agreement.

IN WITNESS HEREOF, the Parties have executed this Amendment as of the date set forth above.

"DISTRICT"
South Orange County Community College District

"CONTRACTOR"
Follett Higher Education Group

By: _____
Dr. Debra L. Fitzsimons
Vice Chancellor, Business Services

By: _____
Thomas A. Christopher
President

Date: _____

Date: _____

**AMENDMENT No. 1
TO BOOKSTORE OPERATIONS SERVICES AGREEMENT
AT IRVINE VALLEY COLLEGE**

April 28, 2014

THIS AMENDMENT shall modify the original agreement dated July 1, 2012, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and Follett Higher Education Group, 1818 Swift Drive, Oak Brook, IL, 60523, hereinafter referred to as "CONTRACTOR."

WHEREAS, Article 2 of the original agreement establishes the term for two years with the three one-year options to renew; and

WHEREAS, IRVINE VALLEY COLLEGE has requested that the DISTRICT renew the agreement for the first of the three one-year extensions; and

WHEREAS, CONTRACTOR is able and willing to extend the term of the agreement for one year;

NOW, THEREFORE, the Parties agree to modify the original agreement as follows:

1. Article 2 shall read:

The term of this agreement is hereby extended from July 1, 2014, to June 30, 2015, under the same terms and conditions as the original agreement.

IN WITNESS HEREOF, the Parties have executed this Amendment as of the date set forth above.

"DISTRICT"
South Orange County Community College District

"CONTRACTOR"
Follett Higher Education Group

By: _____
Dr. Debra L. Fitzsimons
Vice Chancellor, Business Services

By: _____
Thomas A. Christopher
President

Date: _____

Date: _____

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: Saddleback College and Irvine Valley College: Speakers
ACTION: Approval

BACKGROUND

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

STATUS

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

RECOMMENDATION

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

Item Submitted By: *Dr. Tod A. Burnett and Dr. Glenn R. Roquemore, Presidents*

SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

SADDLEBACK COLLEGE

| <i>Presentation Date</i> | <i>Faculty Member Course Title/Activity</i> | <i>Speaker Name</i> | <i>Topic</i> | <i>General Fund Honorarium/Travel</i> |
|--|--|---|---|--|
| 4/25/14 10:00-2:30pm BGS 234 | Virginia Wong Faculty & Staff development Workshop funded by Perkins | Jeff Lenning | Advance Excel functions, tables, data sort, error trapping, reports, workbook design and organization | \$500.00 |
| 4/28/14 6:00pm SSC 212 | Carmenmara Hernandez-Bravo | Carmen Luege, Sup. Court Commission | Women in Law | \$1,000 |
| 5/2/14 9:30-11:30am Laguna Woods Village Auditorium Clubhouse 3 | Collette Chattopadhyay HUM 204X Modern World Culture: 1700- Present (EI) Ticket #15740 | Dr. Paul Polloczek | Renaissance Humanism in Italy | \$100.00 |

IRVINE VALLEY COLLEGE

| <i>Presentation Date</i> | <i>Faculty Member Course Title/Activity</i> | <i>Speaker Name</i> | <i>Topic</i> | <i>General Fund Honorarium/Travel</i> |
|---------------------------------|--|----------------------------|----------------------------|--|
| 4/25/2014 8:00-9:00am | Roopa Mathur; Student Success Summit | Diane Rodriguez, PhD | Student Success Re-Defined | \$1,500.00 |
| | | | | |

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Saddleback College, Construction Management Services, Amendment No. 2, Michael E. Wilson

ACTION: Approval

BACKGROUND

On May 24, 2010, the Board of Trustees approved a three-year agreement with two one-year options to renew for the Saddleback College Construction Management Services with Michael E. Wilson. The college engages these services to address the current project volume.

STATUS

Saddleback College requested the district renew the Construction Management Services for the final of the two one-year extensions, beginning July 1, 2014 and ending June 30, 2015, with an annual amount not to exceed \$150,000 and a new contract value of \$723,504. The original agreement is available for review in the district purchasing department.

Funding is available through Scheduled Maintenance, Capital Outlay and the College's General Fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Amendment No. 2 (EXHIBIT A) of the Saddleback College Construction Management Services agreement with Michael E. Wilson for the final of the two one-year extensions, beginning July 1, 2014 and ending June 30, 2015, for an annual amount not to exceed \$150,000 and a new contract value of \$723,504.

**AMENDMENT No. 2
TO CONSTRUCTION MANAGEMENT SERVICES AGREEMENT
AT SADDLEBACK COLLEGE**

April 28, 2014

THIS AMENDMENT shall modify the original agreement dated July 1, 2010, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “DISTRICT,” and Michael E. Wilson, 325 Holly Oak Place, West Covina, CA 91791, (626) 332-2732, hereinafter referred to as “CM.”

WHEREAS, Article 9 of the original agreement establishes the term for three years with the option of two, one-year extensions mutually agreed to in writing between DISTRICT/COLLEGE and CM; and

WHEREAS, SADDLEBACK COLLEGE has requested that the DISTRICT renew the Agreement for the final of the two one-year extensions; and

WHEREAS, CM is able and willing to extend the term of the agreement for one year;

NOW, THEREFORE, the Parties agree to modify the original agreement as follows:

1. Article 9 shall read:

The term of this agreement is hereby extended from July 1, 2014, to June 30, 2015, under the same terms and conditions as the original agreement and Amendment No. 1.

FIXED FEE FOR SERVICES AS DESCRIBED HEREIN:

1. Extend the Construction Management Services from July 1, 2014, to June 30, 2015 for the same terms and conditions as the original contract for a not to exceed fee of:

\$150,000

Total: \$150,000

for a total contract amount of \$723,504.

IN WITNESS HEREOF, the Parties have executed this Amendment as of the date set forth above.

“DISTRICT”

South Orange County Community College District

“CM”

Michael E. Wilson

By: _____

Dr. Debra L. Fitzsimons
Vice Chancellor, Business Services

By: _____

Michael E. Wilson
Construction Manager

Date: _____

Date: _____

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Saddleback College: Donated Equipment, EMS METIman Simulation Manikin

ACTION: Approval

BACKGROUND

Saddleback College has identified an EMS METIman Simulation Manikin, software and air compressor for surplus (EXHIBIT A).

Education Code 81450.5 allows for the provision of donating property if three criteria are met:

- a) The district determines that the property is not required for school purposes, that it should be disposed of for the purpose of replacement, or that it is unsatisfactory or not suitable for school use.
- b) The property is exchanged with, or sold or donated to, a school district, community college district, or other public entity that has had an opportunity to examine the property proposed to be exchanged, sold, or donated.
- c) The receipt of the property by a school district or community college district would not be inconsistent with any applicable district wide or school site technology plan of the recipient district.

Education Code 81452 states: (c) If the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

STATUS

Cypress College has expressed a desire for this METIman Simulation Manikin, software and air compressor.

All criteria for the donation have been met and staff recommends the donation of this equipment.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the donation of the METIman Simulation Manikin, software and air compressor to Cypress College.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
28000 Marguerite Parkway
Mission Viejo, CA 92692
4-28-2014

SADDLEBACK COLLEGE DONATED EQUIPMENT LIST

| Donated Equipment | Description | Value each | Value total |
|----------------------------|---------------------------------|-------------------|--------------------|
| EMS METIman Manikin | Simulation Manikin and Software | <i>\$1500</i> | <i>\$1500.00</i> |
| Air Compressor | For METIman operations | <i>\$500</i> | <i>500.00</i> |
| | | | <i>\$2000.00</i> |

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Budget Amendment: Adopt Resolution No. 14-12 to Amend FY 2013-2014 Adopted Budget

ACTION: Approval

BACKGROUND

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

STATUS

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the FY 2013-2014 Adopted Budget.

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

General Fund

| | |
|--|-------------------------|
| Federal Work Study at Saddleback College | \$28,682 |
| Disabled Students Programs & Services at Saddleback College | \$76 |
| Non-credit Student Success & Support Program (NCSSSP) at Irvine Valley College | (\$9,835) |
| AB86 Adult Education Consortium at Irvine Valley College | \$388,469 |
| Equal Employment Opportunity at District | (\$446) |
| 13/14 Basic Skills Allocation at Saddleback College | \$20,326 |
| Youth Entrepreneurship RSCCD Sub-award at Saddleback College | \$10,000 |
| Total Increase to the General Fund | <u><u>\$437,272</u></u> |

Capital Outlay Fund

| | |
|---|-------------------------|
| Prop 39 Clean Energy at Irvine Valley College | <u>\$613,347</u> |
| Total Increase to the Capital Outlay Fund | <u><u>\$613,347</u></u> |

| | |
|-------------------------------|---------------------------|
| Total Budget Amendment | <u><u>\$1,050,619</u></u> |
|-------------------------------|---------------------------|

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 14-12 to amend the FY 2013-2014 Adopted Budget as indicated in EXHIBIT A.

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

RESOLUTION 14-12

April 28, 2014

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$1,050,619 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 58308;

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

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

General Fund

| <u>Account</u> | <u>Income Source</u> | <u>Amount</u> |
|-----------------------|-----------------------------|-----------------------|
| 8100 | Federal Revenue | \$28,682 |
| 8600 | State Revenue | \$408,590 |
| | | <u>437,272</u> |

| <u>Account</u> | <u>Expenditure Description</u> | <u>Amount</u> |
|-----------------------|---------------------------------------|-------------------------|
| 1000 | Academic Salaries | (\$10,745) |
| 2000 | Classified Salaries | \$153,639 |
| 3000 | Fringe Benefits | \$64,173 |
| 4000 | Books and Supplies | \$500 |
| 5000 | Other Operating Expenses and Services | \$201,023 |
| 7000 | Other Outgo | \$28,682 |
| | | <u>\$437,272</u> |

Capital Outlay

| <u>Account</u> | <u>Income Source</u> | <u>Amount</u> |
|-----------------------|-----------------------------|-------------------------|
| 8600 | State Revenue | \$613,347 |
| | | <u>\$613,347</u> |

| <u>Account</u> | <u>Expenditure Description</u> | <u>Amount</u> |
|-----------------------|---------------------------------------|-------------------------|
| 6000 | Capital Outlay | \$613,347 |
| | | <u>\$613,347</u> |

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET AMENDMENT
GENERAL FUND
RESOLUTION 14-12
April 28, 2014

STATE OF CALIFORNIA)
)
COUNTY OF ORANGE)

I, Gary L. Poertner, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the Budget Amendment and foregoing Resolution in the amount of \$1,050,619 was duly and regularly adopted by the said Board at a regular meeting thereof held on April 28, 2014.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 29th day of April 2014.

Gary L. Poertner
Secretary to the Board of Trustees

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Agreement for Special Services for the ATEP Project,
Environ International Corporation

ACTION: Approval

BACKGROUND

The District has used the services of Environ International Corporation since April 2008. The company provides specialized services to evaluate and manage environmental issues associated with the ATEP project.

STATUS

The Environ International Corporation continues to assist and facilitate the District in: 1) monitoring and participating in the activities of the Restoration Advisory Board (RAB), 2) retrieving, reviewing, and commenting on Navy and other documents, 3) establishing functional lines of communication with the regulatory agencies overseeing base clean-up activities and; 4) communicating findings to the District and its counsel. The hourly rates for Environ associates are included in Attachment A of the contract (EXHIBIT A). This is the first rate increase for this vendor since 2008. The professional fees for this project will be based on time and materials basis.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement (EXHIBIT A) with Environ International Corporation for the ATEP project on a time and materials basis for the term of April 28, 2014 through June 30, 2019 for an estimated annual amount of \$80,000.

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made and entered into this ____ day of _____, ____ between: Requisition No. P13-04471
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664

hereinafter called DISTRICT, and

Contractor Name ENVIRON

Contractor Address 18100 Von Karman Ave, Suite 600, Irvine CA 92612

hereinafter called CONTRACTOR.

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 CONTRACTOR is specially trained and experienced and competent to perform the special services pursuant to this agreement.

The parties agree as follows:

1. The period of this Agreement shall be effective from April 28, 2014 to June 30, 2019 and may be modified by mutual agreement of the parties. The DISTRICT shall have the discretion to terminate this contract by providing CONTRACTOR 30 days prior written notice.

The CONTRACTOR shall, at times and places designated by it and acceptable to the DISTRICT perform the following services:

Technical advisor on ATEP environmental issues - See Attachment A – Scope of Work and Fixed Hourly Rates

2. The DISTRICT shall pay the CONTRACTOR per fixed hourly rates as listed in Attachment A – Schedule of Fees, not to exceed time and materials basis. The DISTRICT will pay expenses in the amount of \$N/A. The total contract amount is \$ NA (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by Debra Fitzsimons and/or Randy Peebles payment will be made.
3. The DISTRICT shall not be liable to the CONTRACTOR for personal injury or property damage sustained by him/her in the performance of this contract, whether caused by himself/herself, the DISTRICT, its officers, agents or employees, or by any third party. CONTRACTOR agrees to and does hereby indemnify, hold harmless and defend the DISTRICT and its governing board, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense, of any nature whatsoever.
4. While performing service hereunder, the CONTRACTOR 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.
5. 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:

Contractor

South Orange County Community College District

Signature: _____

Signature: _____

By: Alan Kao Kao

By: Dr. Debra L. Fitzsimons

Title: Principal

Title: Vice Chancellor, Business Services

Date: _____

Date: _____

Contact Person: Nicholas Steenhaut

College Contact Person: Randy Peebles

ATTACHMENT A

ENVIRON's main services to the District include:

- Monitoring and participating in the activities of the Restoration Advisory Board (RAB).
- Retrieving, reviewing and commenting on Navy and other documents related to the investigation and remediation of the ground water beneath the District's property.
- Establishing functional lines of communication with the Navy and the regulatory agencies overseeing base clean-up activities.
- Analyzing the potential environmental impacts on the District's property, evaluating the associated risks, and formulating recommendations to deal with the potential impacts.
- Communicating our findings to the District and its counsel at regular intervals, producing graphics or visual aids as needed.
- Reviewing minutes of Planning Team meetings, participating in the meetings as needed, and advising on any issues with potential environmental implications to the District.
- Responding to requests made by the District and its team members as issues arise.

ENVIRON International Corporation

SCHEDULE OF FEES

FIXED HOURLY RATES FOR TIME AND MATERIALS CONTRACTS

Effective January 2014

ENVIRON will bill monthly for the actual time and expenses incurred on the client's behalf in performance of the contracted effort. Labor will be billed at the fixed hourly rates indicated below. Materials and supplies, travel, and any other direct cost plus a handling charge of 15%. A 6% communications and computer charge will be added to all staff time charges. ENVIRON does not directly charge for in house copies or normal phone company charges.

| <u>Category:</u> | <u>Rate</u> <u>\$/hr.</u> |
|---------------------|------------------------------|
| Principal | 280 |
| Manager 10 | 245 |
| Manager 9 | 225 |
| Manager 8 | 210 |
| Senior Associate 7 | 195 |
| Senior Associate 6B | 180 |
| Associate 6 | 160 |
| Associate 5 | 150 |
| Associate 4 | 135 |
| Associate 3 | 100 |
| Draftsperson | 95 |
| Support | 75 |

This document is PROPRIETARY to ENVIRON International Corporation. It is being made available for the recipient's proposal evaluation and/or contract administration purposes only. No right is granted to the recipient to use, disclose or reproduce any information presented herein without ENVIRON's express written permission.

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
April 28, 2014

SADDLEBACK COLLEGE

| Gift | Donated By: |
|----------------------------|--------------------------------|
| Art Books | Jon Forino |
| Diesel Engine Core | Mercedes-Benz of Laguna Niguel |
| Antique Bedroom Set | Joanne Buchanan |
| Hardback & paperback books | Victoria Stephenson |
| Armored Vehicle | Defense Logistics Agency |

IRVINE VALLEY COLLEGE

| Gift | Donated By: |
|----------------------------|--------------------|
| Vintage Naval Poster | Jeanice R. Garner |
| Books and DVDs | Susan Boettger |
| Text Books | Rosaleen Ramirez |
| Jewelry for silent auction | Denise Sonnenberg |

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. 178766 through 179648 processed through the Orange County Department of Education, totaling \$5,458,565.34; and Checks No. 010975 through 011016, processed through Saddleback College Community Education, totaling \$215,900.58; and Checks No. 009230 through 009239, processed through Irvine Valley College Community Education, totaling \$14,672.29 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 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|---|------------|---|--------------|
| 178766 | 03/12/2014 | PACIFIC CLINICS TRAINING INSTITUTE | 1,752.60 |
| 178767 | 03/12/2014 | PENN CORPORATE RELOCATION SERVICES, INC. | 126.00 |
| 178768 | 03/12/2014 | PROFESSIONAL PERSONNEL LEASING | 1,842.60 |
| 178769 | 03/12/2014 | REFRIGERATION UNLIMITED, INC | 405.10 |
| 178770 | 03/12/2014 | ROBERT RICKERSON | 308.30 |
| 178771 | 03/12/2014 | RICOH USA, INC. | 1,277.92 |
| 178772 | 03/12/2014 | ROYAL PLYWOOD CO., LLC | 1,233.01 |
| 178773 | 03/12/2014 | SMARDAN SUPPLY - EL MONTE | 95.45 |
| 178774 | 03/12/2014 | SO COAST A.Q.M.D. | 117.87 |
| 178775 | 03/12/2014 | SO COAST A.Q.M.D. | 447.45 |
| 178776 | 03/12/2014 | SO. COAST FIRE PROTECTION | 518.40 |
| 178777 | 03/12/2014 | UNIQUE MANAGEMENT SERVICES | 119.40 |
| 178778 | 03/12/2014 | WARD'S NATURAL SCIENCE | 186.49 |
| 178779 | 03/12/2014 | WORLD OF MOULDING | 99.01 |
| 178780 | 03/12/2014 | AT & T | 32.43 |
| 178781 | 03/12/2014 | AT & T | 36.15 |
| 178782 | 03/12/2014 | ARIEL ALEXANDER | 959.20 |
| 178783 | 03/12/2014 | ATKINSON, ANDELSON, LOYA, RUUD & ROMO | 99.00 |
| 178784 | 03/12/2014 | ATKINSON, ANDELSON, LOYA, RUUD & ROMO | 49.00 |
| 178785 | 03/12/2014 | ATKINSON, ANDELSON, LOYA, RUUD & ROMO | 49.00 |
| 178786 | 03/12/2014 | CALIFORNIA PLACEMENT ASSN C/O WILDA WALLACE | 250.00 |
| 178787 | 03/12/2014 | CACCRAO REGISTRATION c/o SBCC | 225.00 |
| 178788 | 03/12/2014 | ROBERT COSGROVE | 694.59 |
| 178789 | 03/12/2014 | JENNIFER FOROUZESH | 624.20 |
| 178790 | 03/12/2014 | VIANNEY GONZALEZ-DELGADO | 8.40 |
| 178791 | 03/12/2014 | ERIC HILDEN | 438.84 |
| 178792 | 03/12/2014 | HILTON SAN DIEGO RESORT | 190.24 |
| 178793 | 03/12/2014 | LAERDAL MEDICAL CORPORATION | 200.00 |
| 178794 | 03/12/2014 | MARIA MAYENZET | 667.59 |
| 178795 | 03/12/2014 | DIANE MC GROARTY | 876.68 |
| 178796 | 03/12/2014 | THOMAS O'LEARY | 801.24 |
| 178797 | 03/12/2014 | LORI PARRA | 376.79 |
| 178798 | 03/12/2014 | DAWN PICKERING | 289.00 |
| 178799 | 03/12/2014 | PLANET HOLLYWOOD | 440.16 |
| 178800 | 03/12/2014 | TAMERA RICE | 1,112.45 |
| 178801 | 03/12/2014 | SKILLPATH SEMINARS | 149.00 * |
| Cancelled on 03/19/2014, Cancel Register # AP03192014 | | | |
| 178802 | 03/12/2014 | CHRISTINA SMITH | 547.24 |
| 178803 | 03/12/2014 | PARISA SOLTANI | 522.50 |
| 178804 | 03/12/2014 | ANASTASIA VENDROVSKY | 39.31 |
| 178805 | 03/13/2014 | WELLS FARGO #1598 | 535.69 |
| Unpaid Sales Tax | | | 15.29 |
| Expensed Amount | | | 550.98 |
| 178806 | 03/13/2014 | BEST WESTERN PLUS SOUTH COAST INN | 1,732.32 |
| 178807 | 03/13/2014 | LOS SERRANOS GOLF COURSE | 312.00 |
| 178808 | 03/13/2014 | SPRINGHILL SUITES MARRIOTT BAKERSFIELD | 1,393.76 |
| 178809 | 03/13/2014 | AMERICAN LIBRARY ASSOCIATION | 1,515.00 |
| 178810 | 03/13/2014 | JANE ALBO | 139.26 |
| 178811 | 03/13/2014 | ALLIEDBARTON SECURITY SERVICES | 1,463.44 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|--|--------------|
| 178812 | 03/13/2014 | MARY ANSTADT | 86.40 |
| 178813 | 03/13/2014 | APPLE COMPUTER INC. | 5,197.20 |
| 178814 | 03/13/2014 | PATRICIA BECKMANN | 108.95 |
| 178815 | 03/13/2014 | SPORT SUPPLY GROUP | 421.80 |
| 178816 | 03/13/2014 | CANON SOLUTIONS AMERICA, INC. | 82.62 |
| 178817 | 03/13/2014 | CCUPCA | 100.00 |
| 178818 | 03/13/2014 | MIKE COLLINS | 19.43 |
| 178819 | 03/13/2014 | DANA POINT FUEL DOCK | 162.53 |
| 178820 | 03/13/2014 | EBERHARD EQUIPMENT | 1,796.14 |
| 178821 | 03/13/2014 | EXPERIAN | 127.00 |
| 178822 | 03/13/2014 | FLAGS USA, INC. | 798.56 |
| 178823 | 03/13/2014 | AMAZON WEB SERVICES INC | 1,397.95 |
| 178824 | 03/13/2014 | CDW GOVERNMENT, INC. | 9,718.92 |
| 178825 | 03/13/2014 | CITY OF TUSTIN ATTN: ACCOUNTS RECEIVABLE | 550.00 |
| 178826 | 03/13/2014 | COLLEGESOURCE, INC. | 4,550.00 |
| 178827 | 03/13/2014 | C.W. DRIVER CONTRACTORS INC. | 377,084.00 |
| 178828 | 03/13/2014 | EPD SOLUTIONS, INC. | 2,402.50 |
| 178829 | 03/13/2014 | HAMPTON TEDDER ELECTRIC CO. | 9,770.00 |
| 178830 | 03/13/2014 | HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES | 22,750.00 |
| 178831 | 03/13/2014 | i3 SOLUTIONS | 3,050.00 |
| 178832 | 03/13/2014 | OFFICE MAX INCORPORATED | 1,284.76 |
| 178833 | 03/13/2014 | SOUTH COAST AIR QUALITY MGMT DISTRICT HEADQUARTERS | 695.96 |
| 178834 | 03/14/2014 | CHRISTIAN ALVARADO | 38.53 |
| 178835 | 03/14/2014 | MARY CELESTE | 344.85 |
| 178836 | 03/14/2014 | HAITBRINK ASPHALT PAVING, INC. | 3,900.00 |
| 178837 | 03/14/2014 | GEORGE T. HALL | 215.61 |
| 178838 | 03/14/2014 | HIGHER ONE INC. | 1,029.00 |
| 178839 | 03/14/2014 | HOME DEPOT CREDIT SERVICES | 924.36 |
| 178840 | 03/14/2014 | HOPPER EQUIPMENT & SUPPLY | 15,344.59 |
| 178841 | 03/14/2014 | INGARDIA BROTHERS PRODUCE, INC. | 503.90 |
| 178842 | 03/14/2014 | FHEG IVC BOOKSTORE STORE NO 895 MA | 2,897.68 |
| 178843 | 03/14/2014 | KELLY KEYS | 209.88 |
| 178844 | 03/14/2014 | MARK KRUHMIN | 20.51 |
| 178845 | 03/14/2014 | GARY I. KUSUNOKI | 540.00 |
| 178846 | 03/14/2014 | DIANE LEWIS | 682.43 |
| 178847 | 03/14/2014 | MAGNA PUBLICATIONS, INC. | 258.00 |
| 178848 | 03/14/2014 | MAIN GRAPHICS | 610.79 |
| 178849 | 03/14/2014 | MAPLESOFT | 2,400.00 |
| 178850 | 03/14/2014 | MICHAEL LOWELL MC CORMICK | 546.62 |
| 178851 | 03/14/2014 | MC KESSON MEDICAL SURGICAL | 91.38 |
| 178852 | 03/14/2014 | McMASTER CARR SUPPLY CO. | 96.51 |
| 178853 | 03/14/2014 | MEDCO SUPPLY COMPANY | 279.75 |
| 178854 | 03/14/2014 | JANET L. MILLER C/O IRVINE VALLEY COLLEGE | 114.50 |
| 178855 | 03/14/2014 | SOPHIE MILLER | 180.00 |
| 178856 | 03/14/2014 | MOULTON-NIGUEL WATER DIST. | 9,896.70 |
| 178857 | 03/14/2014 | NAVIGATORS PRINT & DESIGN INC | 4,229.00 |
| 178858 | 03/14/2014 | OC TREASURER-TAX COLLECTOR | 210.00 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--|------------|---|--------------|
| 178859 | 03/14/2014 | OC JEWISH LIFE | 2,000.00 |
| 178860 | 03/14/2014 | OC TREASURER-TAX COLLECTOR REVENUE RECOVERY/ | 322.35 |
| 178861 | 03/14/2014 | OCLC, INC. DEPT #34299 | 564.71 |
| 178862 | 03/14/2014 | ORKIN PEST CONTROL 711 | 875.00 |
| 178863 | 03/14/2014 | OSTERBAUER COMPRESSOR SERVICE | 187.28 |
| 178864 | 03/14/2014 | NANCY PADBERG | 29.52 |
| 178865 | 03/14/2014 | NEW VISION CONSTRUCTION DAVID PUFAHL | 1,953.11 |
| 178866 | 03/14/2014 | MOHAN REDDY | 300.00 * |
| Cancelled on 03/24/2014, Cancel Register # AP03242014D | | | |
| 178867 | 03/14/2014 | SOFTERRA INC | 1,525.00 |
| 178868 | 03/14/2014 | PAC ENGINEERING CRAIG CLAYTOR | 3,244.60 |
| 178869 | 03/14/2014 | PACIFIC COACHWAYS | 928.00 |
| 178870 | 03/14/2014 | PASCO SCIENTIFIC | 4,473.48 |
| 178871 | 03/14/2014 | NCS PEARSON, INC. | 1,343.74 |
| 178872 | 03/14/2014 | PYRO-COMM SYSTEMS | 240.00 |
| 178873 | 03/14/2014 | LOUIS SESSLER | 16.95 |
| 178874 | 03/14/2014 | SOUTH COAST FAMILY MEDI-CENTER, INC. | 130.00 |
| 178875 | 03/14/2014 | SO. ORANGE CO. COMM. COL. DIST | 6,128.10 |
| 178876 | 03/14/2014 | SAFEWAY, INC. | 41.70 |
| 178877 | 03/14/2014 | SMART & FINAL | 198.64 |
| 178878 | 03/14/2014 | AARDVARK CLAY AND SUPPLIES | 372.90 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178879 | 03/14/2014 | AMERICAN KINESIOLOGY ASSOC MEMBERSHIP | 150.00 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178880 | 03/14/2014 | AMTECH ELEVATOR SERVICES | 51.63 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178881 | 03/14/2014 | ATKINSON, ANDELSON, LOYA, RUUD & ROMO | 40,829.27 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178882 | 03/14/2014 | BERTRAND'S MUSIC | 176.32 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178883 | 03/14/2014 | BOUNDTREE MEDICAL | 285.66 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178884 | 03/14/2014 | CDW GOVERNMENT, INC. | 1,140.96 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178885 | 03/14/2014 | CINTAS CORPORATION | 56.90 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178886 | 03/14/2014 | COX COMMUNICATIONS | 2,351.74 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178887 | 03/14/2014 | COX COMMUNICATIONS | 2,351.74 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178888 | 03/14/2014 | DELL MARKETING L.P. C/O DELL USA L.P. | 5,375.46 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178889 | 03/14/2014 | DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING | 2,428.00 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178890 | 03/14/2014 | ECOLOGICAL FERTIGATION INC | 702.45 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178891 | 03/14/2014 | FEDERAL EXPRESS | 43.49 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014G | | | |
| 178892 | 03/14/2014 | PRESIDIO NETWORKED SOLUTIONS | 919,692.37 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|---|------------|--|--------------|
| 178893 | 03/14/2014 | ACSIG/EDGE | 142,821.00 |
| 178894 | 03/14/2014 | ACSIG/EDGE | 43,974.00 |
| 178895 | 03/14/2014 | HYATT LEGAL | 7,411.90 |
| 178896 | 03/14/2014 | PRUDENTIAL INSURANCE COMPANY OF AMERICA | 27,680.15 |
| 178897 | 03/14/2014 | PRUDENTIAL INSURANCE COMPANY OF AMERICA | 15,562.45 |
| 178898 | 03/14/2014 | SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE | 1,375,455.00 |
| 178899 | 03/14/2014 | UNUM LIFE INSURANCE COMPANY | 3,358.91 |
| 178900 | 03/14/2014 | UNUM LIFE INSURANCE COMPANY | 1,379.38 |
| 178901 | 03/14/2014 | UNITED BEHAVIORAL HEALTH U.S. BEHAVIORAL HEALTH PLAN | 3,191.58 |
| 178902 | 03/14/2014 | ACSIG/EDGE | 22,790.80 |
| 178903 | 03/14/2014 | ACSIG/EDGE | 5,584.76 |
| 178904 | 03/14/2014 | SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE | 320,877.00 |
| 178905 | 03/14/2014 | AARDVARK CLAY AND SUPPLIES | 372.90 |
| 178906 | 03/14/2014 | AMERICAN KINESIOLOGY ASSOC MEMBERSHIP | 150.00 |
| 178907 | 03/14/2014 | AMTECH ELEVATOR SERVICES | 51.63 |
| 178908 | 03/14/2014 | ATKINSON, ANDELSON, LOYA, RUUD & ROMO | 40,829.27 |
| 178909 | 03/14/2014 | BERTRAND'S MUSIC | 176.32 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014H | | | |
| 178910 | 03/14/2014 | BOUNDTREE MEDICAL | 285.66 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014H | | | |
| 178911 | 03/14/2014 | CDW GOVERNMENT, INC. | 1,140.96 |
| 178912 | 03/14/2014 | CINTAS CORPORATION | 56.90 |
| 178913 | 03/14/2014 | COX COMMUNICATIONS | 2,351.74 |
| 178914 | 03/14/2014 | COX COMMUNICATIONS | 2,351.74 |
| 178915 | 03/14/2014 | DELL MARKETING L.P. C/O DELL USA L.P. | 5,375.46 |
| 178916 | 03/14/2014 | DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING | 2,428.00 |
| 178917 | 03/14/2014 | ECOLOGICAL FERTIGATION INC | 702.45 * |
| Reissued on 03/14/2014, Cancel Register # AP03142014H | | | |
| 178918 | 03/14/2014 | FEDERAL EXPRESS | 43.49 |
| 178919 | 03/14/2014 | BERTRAND'S MUSIC | 176.32 |
| 178920 | 03/14/2014 | BOUNDTREE MEDICAL | 285.66 |
| 178921 | 03/14/2014 | ECOLOGICAL FERTIGATION INC | 702.45 |
| 178922 | 03/14/2014 | EASTBAY TEAM SPORTS DEPT #5374 | 8,671.25 |
| 178923 | 03/17/2014 | AT&T | 12.33 |
| 178924 | 03/17/2014 | AT&T | 12.33 |
| 178925 | 03/17/2014 | SAFEWAY, INC. | 20.35 |
| 178926 | 03/17/2014 | SMART & FINAL | 328.90 |
| 178927 | 03/17/2014 | SOUTHERN CALIFORNIA GAS CO. | 4,429.27 |
| 178928 | 03/17/2014 | SOUTHERN CALIFORNIA GAS CO. | 3,772.12 |
| 178929 | 03/17/2014 | SMART & FINAL | 385.07 |
| 178930 | 03/17/2014 | ELIZABETH CIPRES | 63.03 |
| 178931 | 03/17/2014 | MARLYS GRODT | 1,000.00 |
| 178932 | 03/17/2014 | HOME DEPOT CREDIT SERVICES | 36.93 |
| 178933 | 03/17/2014 | JULIUS A. IBANEZ | 750.00 |
| 178934 | 03/17/2014 | LAGUNA GRAPHIC ARTS, INC. | 177.48 |
| 178935 | 03/17/2014 | TINA MALDINI | 72.35 |
| 178936 | 03/17/2014 | JANET L. MILLER C/O IRVINE VALLEY COLLEGE | 96.41 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--|------------|---|--------------|
| 178937 | 03/17/2014 | NAT'L GEOGRAPHIC SOCIETY EDUCATIONAL SERVICES | 83.35 |
| | | Unpaid Sales Tax | 5.55 |
| | | Expensed Amount | 88.90 |
| 178938 | 03/17/2014 | Netsupport | 260.07 |
| 178939 | 03/17/2014 | ORANGE COUNTY REGISTER | 200.00 |
| 178940 | 03/17/2014 | PLANT DEPOT | 285.46 |
| 178941 | 03/17/2014 | SANDY THERIAULT | 31.49 |
| 178942 | 03/18/2014 | GOODWILL INDUSTRIES OF ORANGE COUNTY | 360.00 |
| 178943 | 03/18/2014 | HAITBRINK ASPHALT PAVING, INC. | 3,700.00 |
| 178944 | 03/18/2014 | JERRY'S ARTARAMA | 360.10 |
| | | Unpaid Sales Tax | 28.81 |
| | | Expensed Amount | 388.91 |
| 178945 | 03/18/2014 | THE LAUGHTER YOGA INSTITUTE % JEFFREY BRIAR | 300.00 |
| 178946 | 03/18/2014 | TEDDI LORCH | 46.26 |
| 178947 | 03/18/2014 | MC KESSON MEDICAL SURGICAL | 98.65 |
| 178948 | 03/18/2014 | APPERSON | 896.41 |
| 178949 | 03/18/2014 | BATTERIES PLUS | 64.54 |
| 178950 | 03/18/2014 | BIO-RAD LABORATORIES, INC. LIFE SCIENCE GROUP | 319.88 |
| 178951 | 03/18/2014 | CAROLINA BIOLOGICAL SUPPLY | 878.99 |
| 178952 | 03/18/2014 | CDW GOVERNMENT, INC. | 3,500.00 |
| 178953 | 03/18/2014 | COAST FITNESS REPAIR SHOP | 1,077.10 |
| 178954 | 03/18/2014 | DANA POINT CHAMBER OF COMMERCE | 100.00 |
| 178955 | 03/18/2014 | SPARKLETTS | 39.40 |
| 178956 | 03/18/2014 | SPARKLETTS | 2,567.33 |
| 178957 | 03/18/2014 | MICHELE DUGAN | 120.00 |
| 178958 | 03/18/2014 | DAYLE McINTOSH CENTER FOR THE DISABLED | 640.00 |
| 178959 | 03/18/2014 | SHELL FLEET CARD SERVICES PROCESSING CENTER | 3,571.38 * |
| Cancelled on 03/18/2014, Cancel Register # AP03182014E | | | |
| 178960 | 03/18/2014 | OFFICE MAX INCORPORATED | 8,082.86 |
| 178961 | 03/18/2014 | PACIFIC CLEANING SERVICES INC | 3,269.52 |
| 178962 | 03/18/2014 | PENN CORPORATE RELOCATION SERVICES, INC. | 126.00 |
| 178963 | 03/18/2014 | SOUTHERN CALIFORNIA GAS CO. | 47.38 |
| 178964 | 03/18/2014 | SOUTHERN CALIFORNIA GAS CO. | 11,153.90 |
| 178965 | 03/18/2014 | SOUTHERN CALIFORNIA GAS CO. | 59.70 |
| 178966 | 03/18/2014 | AMY SUPINGER dba SUPINGER STRATEGIES | 3,600.00 |
| 178967 | 03/18/2014 | USA MOBILITY WIRELESS, INC. | 65.16 |
| 178968 | 03/18/2014 | SO. ORANGE CO. COMM. COL.DIST | 8,541.00 * |
| Cancelled on 03/20/2014, Cancel Register # AP03212014 | | | |
| 178969 | 03/18/2014 | SHELL FLEET CARD SERVICES PROCESSING CENTER | 3,571.38 |
| 178970 | 03/19/2014 | UC REGENTS BIRCH AQUARIUM AT SCRIPPS | 416.00 |
| 178971 | 03/19/2014 | W. W. GRAINGER | 256.12 |
| 178972 | 03/19/2014 | PACIFIC COACHWAYS | 633.50 |
| 178973 | 03/19/2014 | NCS PEARSON, INC. | 1,579.06 |
| 178974 | 03/19/2014 | LILIANN PEREZ-STROUD | 240.00 |
| 178975 | 03/19/2014 | PETCO ANIMAL SUPPLIES, INC. | 60.92 |
| 178976 | 03/19/2014 | PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC | 791.00 |
| 178977 | 03/19/2014 | POCKET NURSE ENTERPRISES, INC. | 43.30 |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|---|--------------|
| | | Unpaid Sales Tax | 2.86 |
| | | Expensed Amount | 46.16 |
| 178978 | 03/19/2014 | POLISHED IMAGE | 28.35 |
| 178979 | 03/19/2014 | PURETEC | 2,100.13 |
| 178980 | 03/19/2014 | QUEST DIAGNOSTICS | 769.04 |
| 178981 | 03/19/2014 | REGENCY ENTERPRISES INC DBA REGENCY LIGHTING | 820.80 |
| 178982 | 03/19/2014 | JAMES REPKA | 151.16 |
| 178983 | 03/19/2014 | S & B FOODS CATERING DIVISION | 104.49 |
| 178984 | 03/19/2014 | S & B FOODS CATERING DIVISION | 133.76 |
| 178985 | 03/19/2014 | S & B FOODS CATERING DIVISION | 217.67 |
| 178986 | 03/19/2014 | S & B FOODS CATERING DIVISION | 57.19 |
| 178987 | 03/19/2014 | S & B FOODS CATERING DIVISION | 473.04 |
| 178988 | 03/19/2014 | S & B FOODS CATERING DIVISION | 208.98 |
| 178989 | 03/19/2014 | S & B FOODS CATERING DIVISION | 913.41 |
| 178990 | 03/19/2014 | SEHI PROCOMP COMPUTER PRODUCTS | 3,939.93 |
| 178991 | 03/19/2014 | SEPULVEDA BUILDING MATERIALS | 699.38 |
| 178992 | 03/19/2014 | SIGMA ALDRICH CHEMICAL CO. | 318.57 |
| 178993 | 03/19/2014 | JENNIFER SNIDER | 630.00 |
| 178994 | 03/19/2014 | SOLARWINDS | 395.00 |
| 178995 | 03/19/2014 | SVM, LP | 7,675.00 |
| 178996 | 03/19/2014 | UNITED INTERIORS | 877.50 |
| 178997 | 03/19/2014 | UNITED SITE SERVICES OF CALIFORNIA, INC. | 302.80 |
| 178998 | 03/19/2014 | USA SCIENTIFIC ACCOUNTS RECEIVABLES | 3,468.02 |
| 178999 | 03/19/2014 | VISTA PAINT CORPORATE OFFICE | 337.23 |
| 179000 | 03/19/2014 | WOLTERS KLUWER HEALTH LIPPINCOTT WILLIAMS & WILKINS | 140.00 |
| 179001 | 03/19/2014 | XEROX CORPORATION | 194.25 |
| 179002 | 03/19/2014 | YALE/CHASE EQUIPMENT AND SERVICES, INC. | 261.45 |
| 179003 | 03/19/2014 | AT&T | 6,011.02 |
| 179004 | 03/19/2014 | SOUTHERN CALIFORNIA EDISON CO. | 93.37 |
| 179005 | 03/19/2014 | VERIZON | 154.38 |
| 179006 | 03/19/2014 | IN-N-OUT BURGER ATTN: COOKOUT COORDINATOR | 7,834.00 |
| 179007 | 03/19/2014 | MARY ANSTADT | 99.41 |
| 179008 | 03/19/2014 | ATIXA C/O ORANGE COAST COLLEGE | 1,000.00 |
| 179009 | 03/19/2014 | DAVID BUGAY | 60.14 |
| 179010 | 03/19/2014 | TOD A. BURNETT | 876.63 |
| 179011 | 03/19/2014 | MICHELLE DUFFY | 137.00 |
| 179012 | 03/19/2014 | LINDA FONTANILLA | 286.92 |
| 179013 | 03/19/2014 | SCOTT FREDRICKSON | 485.01 |
| 179014 | 03/19/2014 | GEORGINA GUY | 464.25 |
| 179015 | 03/19/2014 | POUYA JAHANSHAH | 500.00 |
| 179016 | 03/19/2014 | MARK MC ELROY | 1,109.22 |
| 179017 | 03/19/2014 | ROXANNE METZ | 246.43 |
| 179018 | 03/19/2014 | NANCY MONTGOMERY | 1,063.37 |
| 179019 | 03/19/2014 | LORETTA M. NICCOLA | 624.20 |
| 179020 | 03/19/2014 | ANTHONY TENG | 1,090.20 |
| 179021 | 03/19/2014 | SANDY THERIAULT | 77.85 |
| 179022 | 03/19/2014 | CHRISTOPHER WILKINSON | 40.00 |

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| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|---|--------------|
| 179023 | 03/19/2014 | TIM GILL MUSIC | 200.00 |
| 179024 | 03/19/2014 | W. W. GRAINGER | 1,066.28 |
| 179025 | 03/19/2014 | PAC ENGINEERING CRAIG CLAYTOR | 40.82 |
| 179026 | 03/19/2014 | PLATINUM EDUCATIONAL GROUP LLC | 250.00 |
| 179027 | 03/19/2014 | QUEST DIAGNOSTICS | 966.11 |
| 179028 | 03/19/2014 | SADDLEBACK GOLF CARS, INC. | 216.00 |
| 179029 | 03/19/2014 | PACIFIC SECTION SEPM C/O MARIO V. CAPUTO | 160.60 |
| 179030 | 03/19/2014 | SIRCHIE FINGER PRINT LABS | 53.89 |
| 179031 | 03/19/2014 | SOUTHERN COUNTIES OIL CO. | 3,660.87 |
| 179032 | 03/19/2014 | THOMSON REUTERS WEST PAYMENT CENTER | 147.25 |
| 179033 | 03/19/2014 | PRO OFFICE AND FILING SUPPLIES | 221.94 |
| 179034 | 03/19/2014 | ALEXANDRA RIDER | 465.40 |
| 179035 | 03/19/2014 | ANTHONY WILKINSON | 800.00 |
| 179036 | 03/20/2014 | AIR SOURCE INDUSTRIES, INC. | 25.45 |
| 179037 | 03/20/2014 | ALLIEDBARTON SECURITY SERVICES | 1,446.81 |
| 179038 | 03/20/2014 | ADVANCE BEAUTY COLLEGE, INC. | 57,627.64 |
| 179039 | 03/20/2014 | ATKINSON, ANDELSON, LOYA, RUUD & ROMO | 1,600.00 |
| 179040 | 03/20/2014 | AIRPORT VAN RENTAL | 235.54 |
| 179041 | 03/20/2014 | BATTERIES PLUS | 122.04 |
| 179042 | 03/20/2014 | BATTERY SYSTEMS | 2,319.03 |
| 179043 | 03/20/2014 | BERG WHOLESALE | 1,167.67 |
| 179044 | 03/20/2014 | CHRONICLE OF HIGHER EDUCATION BULLETIN BOARD | 87.00 |
| 179045 | 03/20/2014 | ELIZABETH CIPRES | 290.45 |
| 179046 | 03/20/2014 | COMPUTROLS, INC. | 1,263.36 |
| 179047 | 03/20/2014 | DISH NETWORK | 75.85 |
| 179048 | 03/20/2014 | DOCTOR'S AMBULANCE SERVICE | 130.00 |
| 179049 | 03/20/2014 | AI NETWORKS DRIVECRASH.COM | 1,045.00 |
| 179050 | 03/20/2014 | EBERHARD EQUIPMENT | 369.21 |
| 179051 | 03/20/2014 | FEDERAL EXPRESS | 282.27 |
| 179052 | 03/20/2014 | FISHER SCIENTIFIC ACCT #719629-002 | 2,027.70 |
| 179053 | 03/20/2014 | FREEWAY AUTO SUPPLY | 676.41 |
| 179054 | 03/20/2014 | CDW GOVERNMENT, INC. | 53,278.38 |
| 179055 | 03/20/2014 | CEDARCRESTONE INC | 13,515.00 |
| 179056 | 03/20/2014 | C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB | 13,356.00 |
| 179057 | 03/20/2014 | DOW DIVERSIFIED | 6,743.00 |
| 179058 | 03/20/2014 | ENAMIX, INC. | 13,088.75 |
| 179059 | 03/20/2014 | ENVIRON INTERNATIONAL CORP. | 234.26 |
| 179060 | 03/20/2014 | EPD SOLUTIONS, INC. | 1,064.83 |
| 179061 | 03/20/2014 | FACILITIES PLANNING & PROGRAM SERVICES, INC | 1,960.00 |
| 179062 | 03/20/2014 | GKKWORKS | 304.00 |
| 179063 | 03/20/2014 | H2 ENVIRONMENTAL CONSULTING SERVICES, INC. | 1,715.00 |
| 179064 | 03/20/2014 | LAGUNA GRAPHIC ARTS, INC. | 42.12 |
| 179065 | 03/20/2014 | NIMBLE CONSULTING | 10,250.00 |
| 179066 | 03/20/2014 | P2S ENGINEERING, INC ATTN:ARVIND BATRA | 10,275.00 |
| 179067 | 03/20/2014 | BOB PARRETT CONSTRUCTION, INC. | 3,864.00 |
| 179068 | 03/20/2014 | PARSONS BRINCKERHOFF, INC. | 150.00 |
| 179069 | 03/20/2014 | PRECISION PLUMBING | 912.00 |
| 179070 | 03/20/2014 | QUEST ENERGY GROUP, LLC | 9,450.02 |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--|------------|---|--------------|
| 179071 | 03/20/2014 | QUEZADA PRO LANDSCAPE, INC. | 1,200.00 |
| 179072 | 03/20/2014 | R2A ARCHITECTURE | 44,672.87 |
| 179073 | 03/20/2014 | REDISQ TECHNOLOGIES | 3,905.00 |
| 179074 | 03/20/2014 | S & B FOODS CATERING DIVISION | 381.58 |
| 179075 | 03/20/2014 | STRATA INFORMATION GROUP | 7,632.80 |
| 179076 | 03/20/2014 | SYNERGY SOFTWARE SOLUTIONS | 7,600.00 * |
| Cancelled on 03/24/2014, Cancel Register # AP03242014D | | | |
| 179077 | 03/20/2014 | IVC FOUNDATION | 155.00 |
| 179078 | 03/20/2014 | RIVERSIDE CITY COLLEGE C/O Men's Basketball | 135.00 * |
| Reissued on 03/21/2014, Cancel Register # AP03212014B | | | |
| 179079 | 03/21/2014 | GALL'S/QUARTERMASTER | 435.45 |
| 179080 | 03/21/2014 | GENESIS, INC. | 302.00 |
| | | Unpaid Sales Tax | 23.04 |
| | | Expensed Amount | 325.04 |
| 179081 | 03/21/2014 | GEOGRAPHIC SOLUTIONS | 22,250.00 |
| 179082 | 03/21/2014 | GKKWORKS | 2,923.32 |
| 179083 | 03/21/2014 | GOODSON MANUFACTURING COMPANY | 106.45 |
| | | Unpaid Sales Tax | 7.68 |
| | | Expensed Amount | 114.13 |
| 179084 | 03/21/2014 | GREEN THUMB INTERNATIONAL | 21.36 |
| 179085 | 03/21/2014 | HACH COMPANY | 275.16 |
| 179086 | 03/21/2014 | HIGH SCHOOL MEDIA, LLC | 500.00 |
| 179087 | 03/21/2014 | HOME DEPOT CREDIT SERVICES | 1,359.34 |
| 179088 | 03/21/2014 | INTENT DIGITAL LLC | 3,500.00 |
| 179089 | 03/21/2014 | IRVINE PIPE & SUPPLY | 485.41 |
| 179090 | 03/21/2014 | JACOBSEN WEST | 509.62 |
| 179091 | 03/21/2014 | POUYA JAHANSHAHI | 5,356.39 |
| 179092 | 03/21/2014 | KELE INC. | 94.46 |
| | | Unpaid Sales Tax | 7.57 |
| | | Expensed Amount | 102.03 |
| 179093 | 03/21/2014 | KEN'S SPORTING GOODS | 3,225.27 |
| 179094 | 03/21/2014 | UNIFORM HEADQUARTERS, INC. dba KEYSTONE | 959.42 |
| | | UNIFORM DEPOT | |
| 179095 | 03/21/2014 | LIGHTING SUPPLY, INC. | 529.07 |
| 179096 | 03/21/2014 | KARLA VIVIANA MARTINEZ | 35.00 |
| 179097 | 03/21/2014 | MC KESSON MEDICAL SURGICAL | 2,585.66 |
| 179098 | 03/21/2014 | McMASTER CARR SUPPLY CO. | 80.56 |
| 179099 | 03/21/2014 | MICRO CENTER A/R | 222.33 |
| 179100 | 03/21/2014 | SALLIE MILLER | 120.00 |
| 179101 | 03/21/2014 | MOBILITY RESEARCH | 15,000.00 |
| | | Unpaid Sales Tax | 1,152.00 |
| | | Expensed Amount | 16,152.00 |
| 179102 | 03/21/2014 | NANCY MONTGOMERY | 28.33 |
| 179103 | 03/21/2014 | N-OADN NATIONAL OFFICE | 400.00 |
| 179104 | 03/21/2014 | KINDEL NOEL | 1,000.00 |
| 179105 | 03/21/2014 | LOUIS SESSLER | 15.12 |
| 179106 | 03/21/2014 | TASHA TRANKIEM | 15.12 |
| 179107 | 03/21/2014 | HOME DEPOT CREDIT SERVICES | 193.69 |
| 179108 | 03/21/2014 | JUAN AVALOS | 455.38 |
| 179109 | 03/21/2014 | FARIDA GABDRAKHMANOVA | 1,578.81 |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|------------------|------------|--|--------------|
| 179110 | 03/21/2014 | DAVID D. GATEWOOD | 250.23 |
| 179111 | 03/21/2014 | CRAIG HAYWARD | 1,420.60 |
| 179112 | 03/21/2014 | CAROL HILTON | 264.00 |
| 179113 | 03/21/2014 | SANDY JEFFRIES | 147.29 |
| 179114 | 03/21/2014 | ORANGE COUNTY SHERIFF'S DEPT | 52.00 |
| 179115 | 03/21/2014 | PHI RHO PI C/O DUANE FISH | 1,430.00 |
| 179116 | 03/21/2014 | LARRY RADDEN | 6,900.00 |
| 179117 | 03/21/2014 | RENAISSANCE DENVER HOTEL | 8,006.40 |
| 179118 | 03/21/2014 | DOUGHERTY + DOUGHERTY ARCHITECTS LLP | 47,642.16 |
| 179119 | 03/21/2014 | EPD SOLUTIONS, INC. | 950.75 |
| 179120 | 03/21/2014 | JACKSON, DE MARCO, TIDUS, & PECKENPAUGH | 37,100.40 |
| 179121 | 03/21/2014 | KITCHELL CEM | 46,718.00 |
| 179122 | 03/21/2014 | NEUDESIC, LLC | 89,381.00 |
| 179123 | 03/21/2014 | PARSONS BRINCKERHOFF, INC. | 2,700.00 |
| 179124 | 03/21/2014 | R2A ARCHITECTURE | 5,785.00 |
| 179125 | 03/21/2014 | DAVID SCHIERMEYER | 282.59 |
| 179126 | 03/21/2014 | SYNERGY SOFTWARE SOLUTIONS | 7,600.00 |
| 179127 | 03/24/2014 | WEST PAYMENT CENTER | 1,356.50 |
| 179128 | 03/24/2014 | AT & T | 63.39 |
| 179129 | 03/24/2014 | SOUTHERN CALIFORNIA EDISON CO. | 1,747.10 |
| 179130 | 03/24/2014 | SOUTHERN CALIFORNIA EDISON CO. | 9,636.37 |
| 179131 | 03/24/2014 | SOUTHERN CALIFORNIA EDISON CO. | 18,989.18 |
| 179132 | 03/24/2014 | VERIZON | 75.06 |
| 179133 | 03/24/2014 | VERIZON | 299.77 |
| 179134 | 03/24/2014 | SMART & FINAL | 470.91 |
| 179135 | 03/24/2014 | PIPS C/O KEENAN & ASSOCIATES | 147,604.75 |
| 179136 | 03/24/2014 | GRACE GARCIA | 36.57 |
| 179137 | 03/24/2014 | GOODWILL INDUSTRIES OF ORANGE COUNTY | 180.00 |
| 179138 | 03/24/2014 | GRANICUS, INC. | 1,075.00 |
| 179139 | 03/24/2014 | H2 ENVIRONMENTAL CONSULTING SERVICES, INC. | 900.00 |
| 179140 | 03/24/2014 | IRVINE RANCH WATER DIST. | 491.50 |
| 179141 | 03/24/2014 | LAERDAL MEDICAL CORP. | 230.93 |
| 179142 | 03/24/2014 | LIEBERT CASSIDY WHITMORE | 4,704.50 |
| 179143 | 03/24/2014 | TRACY MC CONNELL | 108.11 |
| 179144 | 03/24/2014 | MC KESSON MEDICAL SURGICAL | 72.26 |
| 179145 | 03/24/2014 | MEDIA EDUCATION FOUNDATION | 530.65 |
| Unpaid Sales Tax | | | 41.60 |
| Expensed Amount | | | 572.25 |
| 179146 | 03/24/2014 | MOUSER ELECTRONICS | 921.91 |
| 179147 | 03/24/2014 | MOHAN REDDY | 300.00 |
| 179148 | 03/24/2014 | AT & T | 27.36 |
| 179149 | 03/24/2014 | RPM CONSULTANT GROUP | 2,098.24 |
| 179150 | 03/25/2014 | ACBO | 335.00 |
| 179151 | 03/25/2014 | CACCRAO REGISTRATION c/o SBCC | 225.00 |
| 179152 | 03/25/2014 | CACCRAO REGISTRATION c/o SBCC | 225.00 |
| 179153 | 03/25/2014 | CALWORKS ASSOCIATION C/O SALENA MAMUYAC | 325.00 |
| 179154 | 03/25/2014 | COMMUNITY COLLEGE LEAGUE OF CA | 760.00 |
| 179155 | 03/25/2014 | COMMUNITY COLLEGE LEAGUE OF CA | 760.00 |
| 179156 | 03/25/2014 | ROBERT CHABOYA | 311.00 |

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| Check Number | Check Date | Pay to the Order of | Check Amount |
|------------------|------------|--------------------------------|--------------|
| 179157 | 03/25/2014 | JULIANNA FRENCH | 263.00 |
| 179158 | 03/25/2014 | HOLIDAY INN CAPITOL PLAZA | 351.90 |
| 179159 | 03/25/2014 | HOLIDAY INN CAPITOL PLAZA | 351.90 |
| 179160 | 03/25/2014 | SENIYE MARGARET HUANG | 600.00 |
| 179161 | 03/25/2014 | KIM MC CORD | 282.00 |
| 179162 | 03/25/2014 | ADAM NAVARRO | 385.00 |
| 179163 | 03/25/2014 | NCDA | 499.00 |
| 179164 | 03/25/2014 | SHAWN O'ROURKE | 385.00 |
| 179165 | 03/25/2014 | LUCAS OCHOA | 385.00 |
| 179166 | 03/25/2014 | ERIC PATTON | 600.00 |
| 179167 | 03/25/2014 | LARRY RADDEN | 975.00 |
| 179168 | 03/25/2014 | GARY RYBOLD | 6,715.68 |
| 179169 | 03/25/2014 | TODD SCHMALTZ | 1,443.15 |
| 179170 | 03/25/2014 | SHERATON GRAND SACRAMENTO | 296.93 |
| 179171 | 03/25/2014 | MARYANNE SHULTS | 596.76 |
| 179172 | 03/25/2014 | WILLIE WASHINGTON | 263.00 |
| 179173 | 03/25/2014 | JAY AMOS | 130.00 |
| 179174 | 03/25/2014 | JAY AMOS | 540.00 |
| 179175 | 03/25/2014 | MARK BLETHEN | 180.00 |
| 179176 | 03/25/2014 | MARK BLETHEN | 180.00 |
| 179177 | 03/25/2014 | MARK BLETHEN | 285.00 |
| 179178 | 03/25/2014 | MARK BLETHEN | 1,026.00 |
| 179179 | 03/25/2014 | MARK BLETHEN | 1,026.00 |
| 179180 | 03/25/2014 | MARK BLETHEN | 1,026.00 |
| 179181 | 03/25/2014 | STEVE CRAPO | 90.00 |
| 179182 | 03/25/2014 | STEVE CRAPO | 90.00 |
| 179183 | 03/25/2014 | STEVE CRAPO | 90.00 |
| 179184 | 03/25/2014 | STEVE CRAPO | 90.00 |
| 179185 | 03/25/2014 | EDWIN DAVIS | 540.00 |
| 179186 | 03/25/2014 | JENNIFER HIGGINSON | 520.00 |
| 179187 | 03/25/2014 | JENNIFER HIGGINSON | 2,160.00 |
| 179188 | 03/25/2014 | SOMMER MC CARTNEY | 403.00 |
| 179189 | 03/25/2014 | SOMMER MC CARTNEY | 310.00 |
| 179190 | 03/25/2014 | SOMMER MC CARTNEY | 310.00 |
| 179191 | 03/25/2014 | SOMMER MC CARTNEY | 248.00 |
| 179192 | 03/25/2014 | NICK TRANI | 128.00 |
| 179193 | 03/25/2014 | NICK TRANI | 128.00 |
| 179194 | 03/25/2014 | NICK TRANI | 208.00 |
| 179195 | 03/25/2014 | NICK TRANI | 128.00 |
| 179196 | 03/25/2014 | NICK TRANI | 128.00 |
| 179197 | 03/26/2014 | AARDVARK CLAY AND SUPPLIES | 1,884.60 |
| 179198 | 03/26/2014 | AUTOMOTIVE ELECTRONIC SERVICES | 420.89 |
| 179199 | 03/26/2014 | DEBRA ANN AFARIAN | 90.00 |
| 179200 | 03/26/2014 | AGUINAGA GREEN, INC. | 671.76 |
| 179201 | 03/26/2014 | APPLE COMPUTER INC. | 84.24 |
| 179202 | 03/26/2014 | ARAMARK UNIFORM SERVICES, INC | 53.96 |
| 179203 | 03/26/2014 | ASICS | 1,082.45 |
| Unpaid Sales Tax | | | 84.60 |
| Expensed Amount | | | 1,167.05 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|---|--------------|
| 179204 | 03/26/2014 | ADVANTA ENERGY C/O AVIVA ENERGY CORP | 1,600.00 |
| 179205 | 03/26/2014 | B & H PHOTO VIDEO REMITTANCE | 578.99 |
| | | PROCESSING | |
| | | Unpaid Sales Tax | 46.31 |
| | | Expensed Amount | 625.30 |
| 179206 | 03/26/2014 | BAKER & TAYLOR | 625.82 |
| 179207 | 03/26/2014 | BERG WHOLESALE | 999.90 |
| 179208 | 03/26/2014 | BONE CLONES, INC. | 581.86 |
| 179209 | 03/26/2014 | CA HAZARDOUS SERVICE | 1,450.00 |
| 179210 | 03/26/2014 | BARBARA CAREY | 42.64 |
| 179211 | 03/26/2014 | CAROLINA BIOLOGICAL SUPPLY | 62.79 |
| 179212 | 03/26/2014 | CDW GOVERNMENT, INC. | 2,500.26 |
| 179213 | 03/26/2014 | CINTAS CORPORATION | 59.00 |
| 179214 | 03/26/2014 | COMPUTER CO-OP | 810.66 |
| 179215 | 03/26/2014 | CR&R | 2,461.00 |
| 179216 | 03/26/2014 | CR&R | 395.00 |
| 179217 | 03/26/2014 | CR&R | 92.00 |
| 179218 | 03/26/2014 | CULLIGAN | 2.85 |
| 179219 | 03/26/2014 | DANA POINT YACHT MAINTENANCE | 34.40 |
| 179220 | 03/26/2014 | DE NAULT'S TRUE VALUE HARDWARE | 17.14 |
| 179221 | 03/26/2014 | SUSAN DROGO | 35.00 |
| 179222 | 03/26/2014 | DUNN-EDWARDS CORPORATION | 456.95 |
| 179223 | 03/26/2014 | ECONOMIC ALTERNATIVES, INC. | 376.25 |
| 179224 | 03/26/2014 | ARNETTE EDWARDS | 120.00 |
| 179225 | 03/26/2014 | ELECTRONIX EXPRESS | 333.72 |
| 179226 | 03/26/2014 | EXCELSIOR ELEVATOR CORPORATION | 2,740.00 |
| 179227 | 03/26/2014 | FERGUSON ENTERPRISES INC #1350 | 267.47 |
| 179228 | 03/26/2014 | FISHER SCIENTIFIC ACCT #719629-002 | 515.16 |
| 179229 | 03/26/2014 | FONTIS SOLUTIONS | 118.80 |
| 179230 | 03/26/2014 | FOSTER CARE AUXILIARY OF OC | 240.00 |
| 179231 | 03/26/2014 | MARTHA FRUICHANTIE | 90.00 |
| 179232 | 03/26/2014 | RIVERSIDE CITY COLLEGE WOMEN'S TENNIS TRUST | 135.00 |
| 179233 | 03/26/2014 | ANTIMITE TERMITE & PEST CNTRL | 65.00 |
| 179234 | 03/26/2014 | Geronimo Frances | 574.57 |
| 179235 | 03/26/2014 | Jean Dallura | 500.00 |
| 179236 | 03/26/2014 | THE BOOK VINE FOR CHILDREN | 505.99 |
| | | Unpaid Sales Tax | 35.19 |
| | | Expensed Amount | 541.18 |
| 179237 | 03/26/2014 | DAIRY DEPOT | 113.92 |
| 179238 | 03/26/2014 | VISALIA MARRIOTT | 3,939.70 |
| 179239 | 03/26/2014 | SOMMER MC CARTNEY | 1,674.00 |
| 179240 | 03/26/2014 | RESIDENCE INN OXNARD RIVER RIDGE | 1,265.51 |
| 179241 | 03/27/2014 | ADRENALIN SPORTS APPAREL DBA JOANN MARIE | 2,780.66 |
| | | HYDER | |
| 179242 | 03/27/2014 | ASICS | 234.32 |
| 179243 | 03/27/2014 | AVENTURA SAILING ASSOC. | 875.00 |
| 179244 | 03/27/2014 | AIRPORT VAN RENTAL | 706.70 |
| 179245 | 03/27/2014 | B & H PHOTO VIDEO REMITTANCE | 4,130.00 |
| | | PROCESSING | |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|--|--------------|
| | | Unpaid Sales Tax | 324.56 |
| | | Expensed Amount | 4,454.56 |
| 179246 | 03/27/2014 | BEAM OF LIGHT TECHNOLOGIES | 210.07 |
| | | Unpaid Sales Tax | 16.32 |
| | | Expensed Amount | 226.39 |
| 179247 | 03/27/2014 | CDW GOVERNMENT, INC. | 3,936.92 |
| 179248 | 03/27/2014 | CHRISTY WHITE ASSOCIATES | 17,484.61 |
| 179249 | 03/27/2014 | COLLEGE BRAIN TRUST | 27,372.96 |
| 179250 | 03/27/2014 | DEMCO INC. | 410.39 |
| 179251 | 03/27/2014 | FEDERAL EXPRESS | 101.78 |
| 179252 | 03/27/2014 | FISHER SCIENTIFIC ACCT #719629-002 | 186.59 |
| 179253 | 03/27/2014 | DAYLE McINTOSH CENTER FOR THE DISABLED | 640.00 |
| 179254 | 03/27/2014 | W. W. GRAINGER | 1,230.25 |
| 179255 | 03/27/2014 | TOTTY PRINTING | 1,182.11 |
| 179256 | 03/27/2014 | OFFICE MAX INCORPORATED | 13,109.79 |
| 179257 | 03/27/2014 | P & R PAPER SUPPLY COMPANY | 858.93 |
| 179258 | 03/27/2014 | PACIFIC COACHWAYS | 733.25 |
| 179259 | 03/27/2014 | PARADISE BAKERY-MISSION VIEJO | 778.18 |
| 179260 | 03/27/2014 | PC MALL GOV. INC. | 148.60 |
| 179261 | 03/27/2014 | SKY PHILLIPS | 46.72 |
| 179262 | 03/27/2014 | POLISHED IMAGE | 173.88 |
| 179263 | 03/27/2014 | QUICK CAPTION | 227.50 |
| 179264 | 03/27/2014 | REFRIGERATION SUPPLIES DIST. | 405.40 |
| 179265 | 03/27/2014 | REI | 951.22 |
| 179266 | 03/27/2014 | ROBOTSHOP | 680.80 |
| | | Unpaid Sales Tax | 54.47 |
| | | Expensed Amount | 735.27 |
| 179267 | 03/27/2014 | S & B FOODS CATERING DIVISION | 190.40 |
| 179268 | 03/27/2014 | S & B FOODS CATERING DIVISION | 338.31 |
| 179269 | 03/27/2014 | S & B FOODS CATERING DIVISION | 1,553.58 |
| 179270 | 03/27/2014 | S & B FOODS CATERING DIVISION | 473.04 |
| 179271 | 03/27/2014 | SADDLEBACK GOLF CARS, INC. | 6,696.00 |
| 179272 | 03/27/2014 | SAFE NAVIGATION, INC. | 510.12 |
| 179273 | 03/27/2014 | SAFEWAY, INC. | 46.18 |
| 179274 | 03/27/2014 | FHEG - SADDLEBACK BOOKSTORE STORE NO. 296 | 207.20 |
| 179275 | 03/27/2014 | SCANTRON CORPORATION | 63.91 |
| 179276 | 03/27/2014 | GUISELLE SCOTT | 630.00 |
| 179277 | 03/27/2014 | SEHI PROCOMP COMPUTER PRODUCTS | 2,905.20 |
| 179278 | 03/27/2014 | SHRED-IT USA-SAN DIEGO | 80.00 |
| 179279 | 03/27/2014 | SO COAST A.Q.M.D. | 7,032.70 |
| 179280 | 03/27/2014 | SUPERIOR PRESS, INC. | 519.16 |
| 179281 | 03/27/2014 | SVM, LP | 2,568.95 |
| 179282 | 03/27/2014 | TECO PIANO MOVERS | 250.00 |
| 179283 | 03/27/2014 | THOMSON REUTERS WEST PAYMENT CENTER | 112.32 |
| 179284 | 03/27/2014 | JOHN TIMBERLAKE | 1,666.67 |
| 179285 | 03/27/2014 | U.S. DATA TRUST CORPORATION | 5,000.00 |
| 179286 | 03/27/2014 | VICTORY CUSTOM ATHLETIC, INC | 58.60 |
| 179287 | 03/27/2014 | VITAL LINK EDUCATION AND BUSINESS CONSORTIUM | 17,045.00 |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|---|------------|--|--------------|
| 179288 | 03/27/2014 | VWR INTERNATIONAL, INC. | 102.64 |
| 179289 | 03/27/2014 | ROBERT WADDINGTON | 120.00 |
| 179290 | 03/27/2014 | TRINITY WALLACE-ELLIS | 1,000.00 |
| 179291 | 03/27/2014 | RDO WATER | 2,519.20 |
| 179292 | 03/27/2014 | XEROX CORPORATION | 2,883.70 |
| 179293 | 03/27/2014 | YBP LIBRARY SERVICES | 12,861.94 |
| 179294 | 03/27/2014 | US FOODS | 1,654.42 |
| 179295 | 03/31/2014 | JIM GASTON | 44.76 |
| 179296 | 03/31/2014 | GILBERT & STEARNS, INC. | 2,534.62 |
| 179297 | 03/31/2014 | GOODSON MANUFACTURING COMPANY | 225.13 |
| Unpaid Sales Tax | | | 17.10 |
| Expensed Amount | | | 242.23 |
| 179298 | 03/31/2014 | GOODWILL INDUSTRIES OF ORANGE COUNTY | 5,280.00 |
| 179299 | 03/31/2014 | HOME DEPOT CREDIT SERVICES | 539.04 |
| 179300 | 03/31/2014 | LORI HOOLIHAN | 101.50 |
| 179301 | 03/31/2014 | JA SEXAUER | 563.71 |
| 179302 | 03/31/2014 | IRVINE RANCH WATER DIST. | 1,885.67 |
| 179303 | 03/31/2014 | IWORX SYSTEMS INC | 14,202.00 |
| 179304 | 03/31/2014 | MICHELLE JACKSON | 60.45 |
| 179305 | 03/31/2014 | JOHNSTONE SUPPLY | 1,829.68 |
| 179306 | 03/31/2014 | KAREN KELLEY | 38.18 |
| 179307 | 03/31/2014 | UNIFORM HEADQUARTERS, INC. dba KEYSTONE UNIFORM DEPOT | 3,739.22 |
| 179308 | 03/31/2014 | KIMBALL OFFICE KIMBALL INT'L. | 5,042.91 |
| 179309 | 03/31/2014 | ERIC KUDELL | 12.53 |
| 179310 | 03/31/2014 | DIANE LEWIS | 1,875.32 |
| 179311 | 03/31/2014 | THE LIBRARY OF CONGRESS CATALOGING DISTRIBUTION SERV | 525.00 |
| 179312 | 03/31/2014 | MAIN GRAPHICS | 170.05 |
| 179313 | 03/31/2014 | DAUNE MAIN | 75.60 |
| 179314 | 03/31/2014 | NICOLE MAJOR | 85.26 |
| 179315 | 03/31/2014 | MICHAEL LOWELL MC CORMICK | 1,316.62 |
| 179316 | 03/31/2014 | INTERNATIONAL MEDIA SOLUTIONS LLC | 1,955.76 |
| 179317 | 03/31/2014 | MONNIT CORP. | 237.77 |
| Unpaid Sales Tax | | | 18.16 |
| Expensed Amount | | | 255.93 |
| 179318 | 03/31/2014 | NATIONAL INSTRUMENTS CORP. | 136.97 |
| 179319 | 03/31/2014 | OC TREASURER-TAX COLLECTOR REVENUE RECOVERY/ | 322.35 |
| 179320 | 03/31/2014 | HEDY RENFRO | 9.61 |
| 179321 | 03/31/2014 | ALEXI RAE LOOS | 995.60 |
| 179322 | 03/31/2014 | GREGORY J. HOLK | 100.00 |
| 179323 | 03/31/2014 | PEGGY MARADUDIN | 100.00 |
| 179324 | 03/31/2014 | TREY HANNULA | 175.00 |
| 179325 | 03/31/2014 | STEPHEN HENKLE | 300.00 |
| 179326 | 04/01/2014 | A1 INTERNATIONAL TV, INC. | 585.00 * |
| Reissued on 04/01/2014, Cancel Register # AP04012014A | | | |
| 179327 | 04/01/2014 | ADI | 766.29 * |
| Reissued on 04/01/2014, Cancel Register # AP04012014A | | | |
| 179328 | 04/01/2014 | AIRGAS USA, LLC | 603.57 * |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|---|--|--------------|
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179329 | 04/01/2014 | ALLIED REFRIGERATION INC | 328.26 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179330 | 04/01/2014 | JOHN D. ANDERSON | 100.00 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179331 | 04/01/2014 | ARC AMER. REPROGRAPHICS CO. | 61.65 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179332 | 04/01/2014 | B & H PHOTO VIDEO REMITTANCE PROCESSING | 862.72 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179333 | 04/01/2014 | B & P SERVICES, INC. | 3,175.00 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179334 | 04/01/2014 | BUTLER CHEMICALS, INC. | 363.26 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179335 | 04/01/2014 | CINTAS CORPORATION | 59.00 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179336 | 04/01/2014 | D4 SOLUTIONS INC. | 1,518.38 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179337 | 04/01/2014 | EASTBAY TEAM SPORTS DEPT #5374 | 271.20 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179338 | 04/01/2014 | EWING IRRIGATION PRODUCTS | 721.66 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179339 | 04/01/2014 | FERGUSON ENTERPRISES INC #1350 | 279.41 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179340 | 04/01/2014 | FREEWAY AUTO SUPPLY | 367.64 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179341 | 04/01/2014 | FRY'S ELECTRONICS | 550.68 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179342 | 04/01/2014 | ADVANCED OFFICE SERVICES IMAGING PLUS | 43.18 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179343 | 04/01/2014 | Jenapher Fink | 373.54 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179344 | 04/01/2014 | DAIRY DEPOT | 50.19 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179345 | 04/01/2014 | ANTIMITE TERMITE & PEST CNTRL | 65.00 * |
| | Reissued on 04/01/2014, Cancel Register # AP04012014A | | |
| 179346 | 04/01/2014 | A1 INTERNATIONAL TV, INC. | 585.00 |
| 179347 | 04/01/2014 | ADI | 766.29 |
| 179348 | 04/01/2014 | AIRGAS USA, LLC | 603.57 |
| 179349 | 04/01/2014 | ALLIED REFRIGERATION INC | 328.26 |
| 179350 | 04/01/2014 | JOHN D. ANDERSON | 100.00 |
| 179351 | 04/01/2014 | ARC AMER. REPROGRAPHICS CO. | 61.65 |
| 179352 | 04/01/2014 | B & H PHOTO VIDEO REMITTANCE PROCESSING | 862.72 |
| | | Unpaid Sales Tax | 69.02 |
| | | Expensed Amount | 931.74 |
| 179353 | 04/01/2014 | B & P SERVICES, INC. | 3,175.00 |
| 179354 | 04/01/2014 | BUTLER CHEMICALS, INC. | 363.26 |
| 179355 | 04/01/2014 | CINTAS CORPORATION | 59.00 |
| 179356 | 04/01/2014 | D4 SOLUTIONS INC. | 1,518.38 |
| 179357 | 04/01/2014 | EASTBAY TEAM SPORTS DEPT #5374 | 271.20 |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|--|--------------|
| 179358 | 04/01/2014 | EWING IRRIGATION PRODUCTS | 721.66 |
| 179359 | 04/01/2014 | FERGUSON ENTERPRISES INC #1350 | 279.41 |
| 179360 | 04/01/2014 | FREEWAY AUTO SUPPLY | 367.64 |
| 179361 | 04/01/2014 | FRY'S ELECTRONICS | 550.68 |
| 179362 | 04/01/2014 | ADVANCED OFFICE SERVICES IMAGING PLUS | 43.18 |
| 179363 | 04/01/2014 | Jenapher Fink | 373.54 |
| 179364 | 04/01/2014 | DAIRY DEPOT | 50.19 |
| 179365 | 04/01/2014 | ANTIMITE TERMITE & PEST CNTRL | 65.00 |
| 179366 | 04/02/2014 | JESSICA M. CHA | 15.12 |
| 179367 | 04/02/2014 | NATHAN HEARTT | 100.00 |
| 179368 | 04/02/2014 | HIRSCH PIPE & SUPPLY | 1,699.22 |
| 179369 | 04/02/2014 | HOME DEPOT CREDIT SERVICES | 1,066.78 |
| 179370 | 04/02/2014 | IMPRESSIONS GRAPHICS | 146.88 |
| 179371 | 04/02/2014 | IRVINE PIPE & SUPPLY | 372.44 |
| 179372 | 04/02/2014 | JIM'S MUSIC CENTER, INC. | 311.04 |
| 179373 | 04/02/2014 | JOHNSTONE SUPPLY | 265.32 |
| 179374 | 04/02/2014 | UNIFORM HEADQUARTERS, INC. dba KEYSTONE UNIFORM DEPOT | 1,573.67 |
| 179375 | 04/02/2014 | KRATOS HBE | 1,240.30 |
| 179376 | 04/02/2014 | LAWNMOWERS ETC., LLC | 506.42 |
| 179377 | 04/02/2014 | DIANE LEWIS | 54.65 |
| 179378 | 04/02/2014 | MICRO CENTER A/R | 21.59 |
| 179379 | 04/02/2014 | MS ABRASIVE CLEANING EQUIPMENT | 820.30 |
| 179380 | 04/02/2014 | NEUDESIC, LLC | 2,281.50 |
| 179381 | 04/02/2014 | NEWPORT-MESA UNIF. SCHOOL DIST | 678.32 |
| 179382 | 04/02/2014 | NAT'L INSTRUMENTS CORP | 200.85 |
| 179383 | 04/02/2014 | AEROFUND FINANCIAL, INC. | 268.92 |
| 179384 | 04/02/2014 | OCLC, INC. DEPT #34299 | 1,600.00 |
| 179385 | 04/02/2014 | ORKIN PEST CONTROL 711 | 1,284.00 |
| 179386 | 04/02/2014 | TONYA KATZ | 350.00 |
| 179387 | 04/02/2014 | RUBY HAZZARD | 45.36 |
| 179388 | 04/03/2014 | PUBLIC SQUARED LLC | 9,320.60 |
| 179389 | 04/03/2014 | AT & T MOBILITY | 11.45 |
| 179390 | 04/03/2014 | SMART & FINAL | 134.78 |
| 179391 | 04/03/2014 | SMART & FINAL | 614.98 |
| 179392 | 04/03/2014 | AT & T MOBILITY | 32.54 |
| 179393 | 04/03/2014 | SMART & FINAL | 6.99 |
| 179394 | 04/03/2014 | SMART & FINAL | 378.90 |
| 179395 | 04/03/2014 | AT&T | 548.16 |
| 179396 | 04/03/2014 | AT&T | 365.43 |
| 179397 | 04/03/2014 | AT&T | 48.40 |
| 179398 | 04/03/2014 | AT&T | 1,626.76 |
| 179399 | 04/03/2014 | SPECTRUM CHEMICAL MFG. CORP. | 127.28 |
| 179400 | 04/03/2014 | RICOH AMERICAS CORP | 72.96 |
| 179401 | 04/03/2014 | GUISELLE SCOTT | 180.00 |
| 179402 | 04/03/2014 | TABLEAU SOFTWARE | 556.44 |
| 179403 | 04/03/2014 | WESTERN GRAPHICS PLUS, INC. | 1,800.00 |
| 179404 | 04/03/2014 | WESTERN REGIONAL HONORS COUNC C/O ANNE SCOTT | 75.00 |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--|------------|---|--------------|
| 179405 | 04/03/2014 | XEROX CORPORATION | 125.50 * |
| Cancelled on 04/03/2014, Cancel Register # AP04032014F | | | |
| 179406 | 04/03/2014 | XEROX EDUCATION SERVICES, INC. | 50.00 |
| 179407 | 04/03/2014 | WELLS FARGO #1598 | 490.66 |
| | | Unpaid Sales Tax | 9.49 |
| | | Expensed Amount | 500.15 |
| 179408 | 04/03/2014 | WELLS FARGO #1606 | 1,210.77 |
| | | Unpaid Sales Tax | 10.22 |
| | | Expensed Amount | 1,220.99 |
| 179409 | 04/03/2014 | WELLS FARGO #2496 | 6,657.86 |
| 179410 | 04/03/2014 | WELLS FARGO #2785 | 3,176.83 |
| | | Unpaid Sales Tax | 6.08 |
| | | Expensed Amount | 3,182.91 |
| 179411 | 04/03/2014 | WELLS FARGO #2496 | 1,515.00 |
| 179412 | 04/03/2014 | SO. ORANGE CO. COMM. COL.DIST | 12,395.00 |
| 179413 | 04/04/2014 | ABC ICE HOUSE | 51.84 |
| 179414 | 04/04/2014 | ACCUVANT INC. | 16,500.00 |
| 179415 | 04/04/2014 | ALLIEDBARTON SECURITY SERVICES | 1,463.44 |
| 179416 | 04/04/2014 | AMSTERDAM PRINTING & LITHO | 160.07 |
| | | Unpaid Sales Tax | 10.20 |
| | | Expensed Amount | 170.27 |
| 179417 | 04/04/2014 | APPLE COMPUTER INC. | 1,083.84 |
| 179418 | 04/04/2014 | YVETTE ARBIZO | 35.00 |
| 179419 | 04/04/2014 | ADVANTA ENERGY C/O AVIVA ENERGY CORP | 800.00 |
| 179420 | 04/04/2014 | B & H PHOTO VIDEO REMITTANCE | 95.00 |
| | | Unpaid Sales Tax | 7.60 |
| | | Expensed Amount | 102.60 |
| 179421 | 04/04/2014 | BAKER & TAYLOR | 3,096.38 |
| 179422 | 04/04/2014 | BERTRAND'S MUSIC | 202.52 |
| 179423 | 04/04/2014 | BIBLIOTHECA, LLC | 4,613.47 |
| 179424 | 04/04/2014 | BLICK ART MATERIALS | 436.42 |
| 179425 | 04/04/2014 | CALIFORNIA STAGE/LIGHTING, INC | 238.48 |
| 179426 | 04/04/2014 | CDW GOVERNMENT, INC. | 726.05 |
| 179427 | 04/04/2014 | CHEVRON AND TEXACO BUSINESS CARD SERVICES | 387.78 |
| 179428 | 04/04/2014 | CINTAS CORPORATION | 56.58 |
| 179429 | 04/04/2014 | CLARK SECURITY PRODUCTS | 234.71 |
| 179430 | 04/04/2014 | CLUB CAR, INC. | 254.59 |
| 179431 | 04/04/2014 | COMPENDIUM LIBRARY SERVICES | 1,254.75 |
| 179432 | 04/04/2014 | CARIE CRUZ | 630.00 |
| 179433 | 04/04/2014 | CULLIGAN | 51.15 |
| 179434 | 04/04/2014 | DIVERSIFIED BUSINESS SERVICES | 3,701.71 |
| 179435 | 04/04/2014 | EDUCATIONAL MAPS & GLOBES, LLC | 1,169.37 |
| 179436 | 04/04/2014 | FISHER SCIENTIFIC | 3,208.19 |
| 179437 | 04/04/2014 | FLASHBAY, INC. | 5,425.00 |
| 179438 | 04/04/2014 | SCOTT FREDRICKSON | 128.16 |
| 179439 | 04/04/2014 | BOB PARRETT CONSTRUCTION, INC. | 4,167.00 |
| 179440 | 04/04/2014 | AT & T | 81.04 |
| 179441 | 04/04/2014 | AT & T | 448.79 |
| 179442 | 04/04/2014 | AT & T | 78.34 |

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--|------------|--|--------------------------|
| 179443 | 04/04/2014 | AT & T | 78.34 |
| 179444 | 04/04/2014 | AT & T | 78.34 |
| 179445 | 04/04/2014 | WELLS FARGO #3317 | 7,077.14 |
| | | | Unpaid Sales Tax 269.49 |
| | | | Expensed Amount 7,346.63 |
| 179446 | 04/04/2014 | WELLS FARGO #3317 | 2,482.71 |
| 179447 | 04/04/2014 | ACCCA | 1,850.00 |
| 179448 | 04/04/2014 | MARINA AMINY | 310.00 |
| 179449 | 04/04/2014 | JACK APPLEMAN | 101.77 |
| 179450 | 04/04/2014 | WILLIAM (BEAU) ARBUTHNOT | 851.70 |
| 179451 | 04/04/2014 | JUAN AVALOS | 43.00 |
| 179452 | 04/04/2014 | TAMARA BOSTWICK | 130.14 |
| 179453 | 04/04/2014 | TRACY BRYARS | 508.47 |
| 179454 | 04/04/2014 | COMMUNITY COLLEGE LEAGUE OF CA | 760.00 |
| 179455 | 04/04/2014 | COMMUNITY COLLEGE LEAGUE OF CA | 760.00 |
| 179456 | 04/04/2014 | CIWEA ATTN: SALLY CARDENAS | 175.00 |
| 179457 | 04/04/2014 | CIWEA ATTN: SALLY CARDENAS | 175.00 |
| 179458 | 04/04/2014 | JIM GASTON | 2,249.26 |
| 179459 | 04/04/2014 | LINDA GLEASON | 39.85 |
| 179460 | 04/04/2014 | MICHELLE GUSTAFSON | 600.00 |
| 179461 | 04/04/2014 | MARIA HANSON | 128.92 |
| 179462 | 04/04/2014 | TONY LIPOLD | 350.72 |
| 179463 | 04/04/2014 | NICOLE MAJOR | 285.88 |
| 179464 | 04/04/2014 | MANAGEMENT CONCEPTS, INC. | 869.00 |
| 179465 | 04/04/2014 | JENNIFER MC CUE | 180.00 |
| 179466 | 04/04/2014 | MEETING SITES PRO INC | 198.00 |
| 179467 | 04/04/2014 | ROXANNE METZ | 53.00 |
| 179468 | 04/04/2014 | NACUFS PACIFIC REGION OSCAR J. RODRIGUEZ | 175.00 |
| 179469 | 04/04/2014 | BOUCHRA NADEAU | 796.00 |
| 179470 | 04/04/2014 | HANDWRITING WITHOUT TEARS | 330.00 |
| 179471 | 04/04/2014 | KEVIN O'CONNOR | 517.80 |
| 179472 | 04/04/2014 | THE RP GROUP | 300.00 |
| 179473 | 04/04/2014 | ANTHONY TENG | 445.00 |
| 179474 | 04/07/2014 | KRISTIN BOLINSKI | 1,500.00 |
| 179475 | 04/07/2014 | TAMARA BOSTWICK | 193.93 |
| 179476 | 04/07/2014 | ALAN DEREMO | 320.00 |
| 179477 | 04/07/2014 | STEPHANIE DIALTO | 73.67 |
| 179478 | 04/07/2014 | CAROLINE DURDELLA | 75.60 |
| 179479 | 04/07/2014 | JIM GASTON | 30.24 |
| 179480 | 04/07/2014 | GEORGINA GUY | 47.64 |
| 179481 | 04/07/2014 | KURT HAMERNIK | 880.00 * |
| Cancelled on 04/07/2014, Cancel Register # AP04072014A | | | |
| 179482 | 04/07/2014 | IRVINE RANCH WATER DIST. | 8,591.59 |
| 179483 | 04/07/2014 | BILL JAY | 8.72 |
| 179484 | 04/07/2014 | ADELA KWAN | 880.00 |
| 179485 | 04/07/2014 | DAVID B. LANG | 16.78 |
| 179486 | 04/07/2014 | ALEXANDER LEIGH | 4,000.00 |
| 179487 | 04/07/2014 | JULIE MARTINEZ | 10.00 |
| 179488 | 04/07/2014 | JOHN G. MC DUFFIE | 480.00 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|------------------|------------|---|--------------|
| 179489 | 04/07/2014 | MOULTON-NIGUEL WATER DIST. | 5,027.06 |
| 179490 | 04/07/2014 | RYAN ALEXANDER C. NAVALES | 880.00 |
| 179491 | 04/07/2014 | JOHN OZUROVICH | 15.12 |
| 179492 | 04/07/2014 | JEFF POLUNAS | 1,700.00 |
| 179493 | 04/07/2014 | SANDRA POPE | 90.72 |
| 179494 | 04/07/2014 | PRENDERGAST, T. J. | 24.30 |
| 179495 | 04/07/2014 | CARLOS RIVERA, JR. | 560.00 |
| 179496 | 04/07/2014 | DOMINIC WHITE | 80.00 |
| 179497 | 04/07/2014 | JIM WRIGHT | 75.94 |
| 179498 | 04/07/2014 | DAVID YOUNG | 15.12 |
| 179499 | 04/07/2014 | SHAWN SHREEVES | 27.04 |
| 179500 | 04/07/2014 | SMART & FINAL | 196.55 |
| 179501 | 04/07/2014 | SO COAST A.Q.M.D. | 218.13 |
| 179502 | 04/07/2014 | TIM SWISS | 100.50 |
| 179503 | 04/07/2014 | TORREY TAYENAKA | 100.00 |
| 179504 | 04/07/2014 | THOMSON REUTERS WEST PAYMENT CENTER | 2,875.80 |
| 179505 | 04/07/2014 | MICHAEL E. WILSON | 11,356.00 |
| 179506 | 04/07/2014 | XEROX CORPORATION | 125.50 |
| 179507 | 04/07/2014 | SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION | 2,112.43 |
| 179508 | 04/07/2014 | NANCY PADBERG | 515.91 |
| 179509 | 04/07/2014 | PARTEK SOLUTIONS | 585.00 |
| Unpaid Sales Tax | | | 36.80 |
| Expensed Amount | | | 621.80 |
| 179510 | 04/07/2014 | PATON GROUP | 5,617.24 |
| 179511 | 04/07/2014 | JENNIFER PENNER | 120.00 |
| 179512 | 04/07/2014 | LILIANN PEREZ-STROUD | 240.00 |
| 179513 | 04/07/2014 | JIM PHANEUF | 185.97 |
| 179514 | 04/07/2014 | POWER CLEANERS | 41.07 |
| 179515 | 04/07/2014 | PROSERV PLUMBING & DRAIN | 1,495.00 |
| 179516 | 04/07/2014 | REFRIGERATION SUPPLIES DIST. | 204.00 |
| 179517 | 04/07/2014 | CYNTHIA ROE | 90.00 |
| 179518 | 04/07/2014 | CYNTHIA ROE | 90.00 |
| 179519 | 04/07/2014 | CYNTHIA ROE | 280.00 |
| 179520 | 04/07/2014 | KIMBERLY SMITH | 35.00 |
| 179521 | 04/07/2014 | SWEETWATER | 5,398.65 |
| 179522 | 04/07/2014 | APRIL THOMPSON dba SPERO FAMILY SERVICES | 90.00 |
| 179523 | 04/07/2014 | PRO OFFICE AND FILING SUPPLIES | 193.34 |
| 179524 | 04/07/2014 | PACIFIC COACHWAYS | 2,818.75 |
| 179525 | 04/07/2014 | PARTS EXPRESS | 319.95 |
| Unpaid Sales Tax | | | 25.20 |
| Expensed Amount | | | 345.15 |
| 179526 | 04/07/2014 | PAYAM-E-ASHENA | 250.00 |
| 179527 | 04/07/2014 | POCKET NURSE ENTERPRISES, INC. | 1,213.85 |
| Unpaid Sales Tax | | | 88.28 |
| Expensed Amount | | | 1,302.13 |
| 179528 | 04/07/2014 | QUEST DIAGNOSTICS | 686.36 |
| 179529 | 04/07/2014 | ROYAL PLYWOOD CO., LLC | 892.82 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|---|--------------|
| 179530 | 04/07/2014 | S & B FOODS CATERING DIVISION | 391.34 |
| 179531 | 04/07/2014 | SCANTRON CORPORATION | 103.69 |
| 179532 | 04/07/2014 | SCRIP-SAFE SECURITY PRODUCTS | 2,376.87 |
| | | Unpaid Sales Tax | 148.39 |
| | | Expensed Amount | 2,525.26 |
| 179533 | 04/07/2014 | CHARLES C. STILL SECURE LIVE SCAN | 140.00 |
| 179534 | 04/07/2014 | SEHI PROCOMP COMPUTER PRODUCTS | 3,685.08 |
| 179535 | 04/07/2014 | SIGN WAREHOUSE.COM | 116.38 |
| | | Unpaid Sales Tax | 8.64 |
| | | Expensed Amount | 125.02 |
| 179536 | 04/07/2014 | AMY L. STINSON | 18.56 |
| 179537 | 04/07/2014 | ANTHONY TENG | 250.00 |
| 179538 | 04/07/2014 | DIEMMY TRAN | 240.00 |
| 179539 | 04/07/2014 | YBP LIBRARY SERVICES | 5,458.52 |
| 179540 | 04/07/2014 | ZOGICS, LLC | 155.76 |
| | | Unpaid Sales Tax | 11.33 |
| | | Expensed Amount | 167.09 |
| 179541 | 04/07/2014 | PHB | 35.82 |
| | | Unpaid Sales Tax | 2.05 |
| | | Expensed Amount | 37.87 |
| 179542 | 04/08/2014 | ACCUVANT INC. | 43,909.46 |
| 179543 | 04/08/2014 | ALLANA BUICK & BERS, INC. | 13,526.56 |
| 179544 | 04/08/2014 | ALVAREZ & MARSAL REAL ESTATE ADVISORY SERV. | 6,000.00 |
| 179545 | 04/08/2014 | AMAZON WEB SERVICES INC | 166.18 |
| 179546 | 04/08/2014 | AMERICAN GEOTECHNICAL, INC. | 1,262.50 |
| 179547 | 04/08/2014 | CDW GOVERNMENT, INC. | 16,896.30 |
| 179548 | 04/08/2014 | CEDARCRESTONE INC | 22,321.64 |
| 179549 | 04/08/2014 | C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB | 950.00 |
| 179550 | 04/08/2014 | CITY OF TUSTIN ATTN: ACCOUNTS RECEIVABLE | 550.00 |
| 179551 | 04/08/2014 | COLLEGESOURCE, INC. | 3,150.00 |
| 179552 | 04/08/2014 | ENAMIX, INC. | 8,392.50 |
| 179553 | 04/08/2014 | ENVIRON INTERNATIONAL CORP. | 2,120.00 |
| 179554 | 04/08/2014 | EPD SOLUTIONS, INC. | 530.00 |
| 179555 | 04/08/2014 | FLOOR TECH GROUP | 880.00 |
| 179556 | 04/08/2014 | GILBERT ENGINEERING & ASSOCIATES INC | 2,900.00 |
| 179557 | 04/08/2014 | GKKWORKS | 25,267.24 |
| 179558 | 04/08/2014 | DENNIS GORDON | 120.96 |
| 179559 | 04/08/2014 | BRUCE HAGAN | 76.28 |
| 179560 | 04/08/2014 | HAITBRINK ASPHALT PAVING, INC. | 3,550.00 |
| 179561 | 04/08/2014 | HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES | 22,750.00 |
| 179562 | 04/08/2014 | JACKSON, DE MARCO, TIDUS, & PECKENPAUGH | 3,570.00 |
| 179563 | 04/08/2014 | LCC3 CONSTRUCTION SERVICES INC | 11,680.00 |
| 179564 | 04/08/2014 | MGB CONSTRUCTION | 6,730.00 |
| 179565 | 04/08/2014 | NEUDESIC, LLC | 70,902.50 |
| 179566 | 04/08/2014 | NIMBLE CONSULTING | 10,250.00 |
| 179567 | 04/08/2014 | PARSONS BRINCKERHOFF, INC. | 300.00 |
| 179568 | 04/08/2014 | PENN CORPORATE RELOCATION SERVICES, INC. | 12,463.00 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|--|--------------|
| 179569 | 04/08/2014 | PUBLIC ECONOMICS, INC. | 505.00 |
| 179570 | 04/08/2014 | R2A ARCHITECTURE | 82,413.98 |
| 179571 | 04/08/2014 | REDISQ TECHNOLOGIES | 4,070.00 |
| 179572 | 04/08/2014 | STUTZ ARTIANO SHINOFF & HOLTZ A.P.C. | 159.00 |
| 179573 | 04/08/2014 | SYNERGY SOFTWARE SOLUTIONS | 7,790.00 |
| 179574 | 04/08/2014 | TECTA AMERICA SOUTHERN CALIFORNIA, INC. | 770.00 |
| 179575 | 04/08/2014 | TODD'S INSPECTION TESTING SERV | 14,583.00 |
| 179576 | 04/08/2014 | TODD ROBINSON | 525.00 |
| 179577 | 04/08/2014 | WORKDAY INC | 17,582.40 |
| 179578 | 04/08/2014 | GALE SUPPLY COMPANY | 1,264.32 |
| 179579 | 04/08/2014 | GALLADE CHEMICAL, INC. | 2,450.00 |
| 179580 | 04/08/2014 | STEVE GASKEY | 56.92 |
| 179581 | 04/08/2014 | WILL GLEN | 113.31 |
| 179582 | 04/08/2014 | M. SCOTT GRABAU | 880.00 |
| 179583 | 04/08/2014 | H2 ENVIRONMENTAL CONSULTING SERVICES, INC. | 18,378.00 |
| 179584 | 04/08/2014 | HAIR CALIFORNIA BEAUTY ACADEMY | 10.79 |
| 179585 | 04/08/2014 | LINDA HALL | 412.99 |
| 179586 | 04/08/2014 | HOME DEPOT CREDIT SERVICES | 358.56 |
| 179587 | 04/08/2014 | INDUSTRIAL METAL SUPPLY CO. | 598.57 |
| 179588 | 04/08/2014 | INGARDIA BROTHERS PRODUCE, INC. | 583.18 |
| 179589 | 04/08/2014 | INTERSTATE BATTERIES OF CALIFORNIA COAST | 47.85 |
| 179590 | 04/08/2014 | TIMOTHY JEMAL | 46.44 |
| 179591 | 04/08/2014 | KEN KINDER | 500.00 |
| 179592 | 04/08/2014 | WANDA KNIGHT | 880.00 |
| 179593 | 04/08/2014 | ALEXANDER LEIGH | 736.52 |
| 179594 | 04/08/2014 | DIANE LEWIS | 168.26 |
| | | LIBERTY PAPER A DIVISION OF DD OFFICE | |
| | | PROD | |
| 179595 | 04/08/2014 | LIVESCRIBE, INC. | 2,153.92 |
| 179596 | 04/08/2014 | LOOMIS, FARGO & COMPANY | 527.21 |
| 179597 | 04/08/2014 | MAIN GRAPHICS | 182.52 |
| 179598 | 04/08/2014 | DAUNE MAIN | 138.00 |
| 179599 | 04/08/2014 | MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE | 334.93 |
| | | Unpaid Sales Tax | 24.32 |
| | | Expensed Amount | 359.25 |
| 179600 | 04/08/2014 | MC CALLUM GROUP, INC. | 4,000.00 |
| 179601 | 04/08/2014 | MICHAEL LOWELL MC CORMICK | 42.12 |
| 179602 | 04/08/2014 | JENNIFER MC CUE | 61.50 |
| 179603 | 04/08/2014 | MC KESSON MEDICAL SURGICAL | 229.01 |
| 179604 | 04/08/2014 | McLOGAN SUPPLY COMPANY, INC. | 107.95 |
| 179605 | 04/08/2014 | McMASTER CARR SUPPLY CO. | 64.38 |
| 179606 | 04/08/2014 | MEDCO SUPPLY COMPANY | 218.86 |
| 179607 | 04/08/2014 | BRUCE RADLOFF MEDICAL DISCOUNT | 2,494.50 |
| 179608 | 04/08/2014 | MOORE MEDICAL, LLC | 143.32 |
| 179609 | 04/08/2014 | MWAVE.COM div of CLT COMPUTER | 1,413.78 |
| 179610 | 04/08/2014 | OC TREASURER-TAX COLLECTOR | 210.00 |
| 179611 | 04/08/2014 | ORIENTAL TRADING COMPANY, INC. | 170.00 |
| | | Unpaid Sales Tax | 13.60 |
| | | Expensed Amount | 183.60 |
| 179612 | 04/08/2014 | MARIA ORTIZ | 200.00 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|------------------------|------------|---|--------------|
| 179613 | 04/08/2014 | OSTERBAUER COMPRESSOR SERVICE | 707.44 |
| 179614 | 04/08/2014 | NANCY PADBERG | 86.11 |
| 179615 | 04/08/2014 | DAVID ROBINSON | 180.48 |
| 179616 | 04/08/2014 | FELICIA STINSON | 348.42 |
| 179617 | 04/08/2014 | AT&T | 12.37 |
| 179618 | 04/08/2014 | KATLIN CHOI | 112.00 |
| 179619 | 04/08/2014 | W. W. GRAINGER | 3,400.70 |
| 179620 | 04/08/2014 | TOTTY PRINTING | 177.74 |
| 179621 | 04/08/2014 | PROCESS SOFTWARE LLC | 440.00 |
| 179622 | 04/08/2014 | PSI-PAYPHONE STATIONS INNOVAT. | 1,200.00 |
| 179623 | 04/08/2014 | S & B FOODS CATERING DIVISION | 43.74 |
| 179624 | 04/08/2014 | S & B FOODS CATERING DIVISION | 747.36 |
| 179625 | 04/08/2014 | S & B FOODS CATERING DIVISION | 199.80 |
| 179626 | 04/08/2014 | S & B FOODS CATERING DIVISION | 216.00 |
| 179627 | 04/08/2014 | JARED SCOTT | 300.00 |
| 179628 | 04/08/2014 | SOUTHERN CALIFORNIA EDISON CO. | 42,137.77 |
| 179629 | 04/08/2014 | SOUTH COAST ROP | 1,481.63 |
| 179630 | 04/08/2014 | PATRIC TAYLOR | 69.22 |
| 179631 | 04/08/2014 | TECHNIC BUSINESS SOLUTIONS | 429.48 |
| 179632 | 04/08/2014 | TROXELL COMMUNICATIONS, INC. | 949.33 |
| 179633 | 04/08/2014 | TUSTIN AWARDS, INC. | 1,341.80 |
| 179634 | 04/08/2014 | UNISOURCE WORLDWIDE INC. | 572.83 |
| 179635 | 04/08/2014 | UNITED SITE SERVICES OF CALIFORNIA, INC. | 275.32 |
| 179636 | 04/08/2014 | UNIVERSAL SPECIALTIES, INC. | 244.96 |
| 179637 | 04/08/2014 | LUIS MAURICIO VASQUEZ | 875.00 |
| 179638 | 04/08/2014 | VERNIER SOFTWARE | 5,136.95 |
| 179639 | 04/08/2014 | VWR INTERNATIONAL, INC. | 100.50 |
| 179640 | 04/08/2014 | WARD'S NATURAL SCIENCE | 655.66 |
| 179641 | 04/08/2014 | DOUGLAS WESTLAKE | 2,793.75 |
| 179642 | 04/08/2014 | WESTWIND SAILING, LLC | 252.00 |
| 179643 | 04/08/2014 | WHITE CAP INDUSTRIES | 41.03 |
| 179644 | 04/08/2014 | WINNER CHEVROLET | 31,382.94 |
| 179645 | 04/08/2014 | WORLDPOINT ECC, INC. | 340.95 |
| Unpaid Sales Tax | | | 25.92 |
| Expensed Amount | | | 366.87 |
| 179646 | 04/08/2014 | JIM WRIGHT | 61.99 |
| 179647 | 04/08/2014 | ANNE CUMMINGS | 200.00 |
| 179648 | 04/08/2014 | STATE OF CALIFORNIA BOARD OF EQUALIZATION | 42,163.00 |
| Total Number of Checks | | | 883 |
| | | | 5,548,493.80 |

Includes checks for only Bank Account COUNTY

| | Count | Amount |
|-----------|-------|--------------|
| Cancel | 7 | 21,166.88 |
| Reissue | 38 | 68,761.58 |
| Net Issue | | 5,458,565.34 |

Fund Summary

| Fund | Description | Check Count | Expensed Amount |
|------|--------------|-------------|-----------------|
| 01 | General Fund | 740 | 2,901,940.48 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|--------------|------------|---------------------|--------------|
|--------------|------------|---------------------|--------------|

Fund Summary

| Fund | Description | Check Count | Expensed Amount |
|---------------------------------|------------------------|-------------|-----------------|
| 12 | Child Development Fund | 11 | 4,506.13 |
| 40 | Capital Outlay Fund | 80 | 2,195,129.78 |
| 68 | Self-Insurance Fund | 3 | 8,285.89 |
| 71 | Retiree Benefit Fund | 4 | 351,350.80 |
| Total Number of Checks | | 838 | 5,461,213.08 |
| Less Unpaid Sales Tax Liability | | | 2,647.74 |
| Net (Check Amount) | | | 5,458,565.34 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|-------------------------|------------|--|--------------|
| 010975 | 03/17/2014 | ACADEMIC CHESS C/O ADAM BRODY | 20,143.20 |
| 010976 | 03/17/2014 | BRICKS 4 KIDZ ALC ENTERPRISES | 5,760.00 |
| 010977 | 03/17/2014 | YOUNG REMBRANDTS KATHLEEN M. ANGEL | 2,754.00 |
| 010978 | 03/17/2014 | SAHEL YOGA LLC | 3,618.00 |
| 010979 | 03/17/2014 | DARREN BRIAN JONES BRAINSTORM STUDIOS | 324.00 |
| 010980 | 03/17/2014 | COHEN-NAGLESTAD ENTERPRISES LLC | 330.00 |
| 010981 | 03/17/2014 | BOOGIE WOOGIE BABY | 2,430.00 |
| 010982 | 03/17/2014 | CONVERSA INC | 774.00 |
| 010983 | 03/17/2014 | CULINARY COOKING KIDS, LLC | 8,136.00 |
| 010984 | 03/17/2014 | FIT KIDS AMERICA | 14,733.60 |
| 010985 | 03/17/2014 | FUTURE BUILDERS WITH BRICKS | 2,862.00 |
| 010986 | 03/17/2014 | ART JUST CREATE IT | 2,970.00 |
| 010987 | 03/17/2014 | INSIGHT SYSTEMS GROUP, INC. | 728.89 |
| 010988 | 03/17/2014 | TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE | 3,565.37 |
| 010989 | 03/17/2014 | MAD SCIENCE OF ORANGE COUNTY | 8,280.00 |
| 010990 | 03/17/2014 | OC ART STUDIOS C/O LARISSA MARANTZ | 1,881.60 |
| 010991 | 03/17/2014 | MASTERS NOTARY ACADEMY | 805.00 |
| 010992 | 03/17/2014 | COAST 2 COAST COACHING | 327.60 |
| 010993 | 03/17/2014 | FITWORX | 324.00 |
| 010994 | 03/17/2014 | ARRON SEARCY | 79.81 |
| 010995 | 03/17/2014 | SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT | 108,706.45 |
| 010996 | 03/17/2014 | SUPER READERS SUPER CHEFS | 2,538.00 |
| 010997 | 03/17/2014 | TODDLER TIME C/O DAWN TRUMBO | 2,610.00 |
| 010998 | 03/17/2014 | BRAIN BUILDERS EDUCATIONAL PROGRAMS | 10,656.00 |
| 010999 | 03/17/2014 | AMY MORRISSEY | 79.00 |
| 011000 | 03/17/2014 | MARISA NICHOLSON | 84.00 |
| 011001 | 03/21/2014 | ARRON SEARCY | 72.46 * |
| Cancelled on 03/21/2014 | | | |
| 011002 | 03/21/2014 | ARRON SEARCY | 72.46 |
| 011003 | 03/31/2014 | CARD INTEGRATORS CORPORATION DBA: CI SOLUTIONS | 69.40 |
| 011004 | 03/31/2014 | LIL' CHEF SCHOOL | 2,754.00 |
| 011005 | 03/31/2014 | DENISE LUDS | 50.49 |
| 011006 | 03/31/2014 | SADDLEBACK COLLEGE FOUNDATION | 1,250.00 |
| 011007 | 03/31/2014 | SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT | 44.10 |
| 011008 | 03/31/2014 | PANDARIN ACADEMY LORALYN WOLF | 137.50 |
| 011009 | 04/03/2014 | KREMA LYUTSKANOVA | 702.00 |
| 011010 | 04/04/2014 | ESTELLA CASTILLO-GARRISON | 144.00 |
| 011011 | 04/04/2014 | OFFICE MAX INCORPORATED | 224.71 |
| 011012 | 04/08/2014 | A LITTLE DYNASTY LLC | 2,116.80 |
| 011013 | 04/08/2014 | ACADEMIC CHESS C/O ADAM BRODY | 340.00 |
| 011014 | 04/08/2014 | MATHOBOTIX | 1,087.80 |
| 011015 | 04/08/2014 | ROBERT MC DONOUGH | 230.40 |
| 011016 | 04/08/2014 | INSIGHT SYSTEMS GROUP, INC. | 1,176.40 |
| Total Number of Checks | | | 42 |
| | | | 215,973.04 |

Includes checks for only Bank Account SC-CMED

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount | | | | | | | | | |
|--------------|------------|---------------------|---|--|-------|--------|--------|---|-------|-----------|--|------------|
| | | | <table><tr><td></td><td>Count</td><td>Amount</td></tr><tr><td>Cancel</td><td>1</td><td>72.46</td></tr><tr><td>Net Issue</td><td></td><td>215,900.58</td></tr></table> | | Count | Amount | Cancel | 1 | 72.46 | Net Issue | | 215,900.58 |
| | Count | Amount | | | | | | | | | | |
| Cancel | 1 | 72.46 | | | | | | | | | | |
| Net Issue | | 215,900.58 | | | | | | | | | | |

Fund Summary

| Fund | Description | Check Count | Expensed Amount |
|---------------------------------|-----------------------------|-------------|-----------------|
| 09 | SC Community Education Fund | 41 | 215,900.58 |
| Total Number of Checks | | 41 | 215,900.58 |
| Less Unpaid Sales Tax Liability | | | .00 |
| Net (Check Amount) | | | 215,900.58 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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Checks Dated 03/12/2014 through 04/08/2014

| Check Number | Check Date | Pay to the Order of | Check Amount |
|------------------------|------------|------------------------------------|--------------|
| 009230 | 03/14/2014 | JANIS ISENBERG | 22.50 |
| 009231 | 03/21/2014 | TFP GROUP | 12,723.56 * |
| Reissued on 03/21/2014 | | | |
| 009232 | 03/21/2014 | TFP GROUP | 12,723.56 |
| 009233 | 03/31/2014 | REBECCA MAY BRUBAKER | 116.24 |
| 009234 | 03/31/2014 | PM GROUP, INC. | 875.89 |
| 009235 | 03/31/2014 | VISION STRIKE, INC | 150.00 |
| 009236 | 04/04/2014 | OFFICE MAX INCORPORATED | 131.92 |
| 009237 | 04/08/2014 | BRUBAKER, REBECCA MAY | 11.98 |
| 009238 | 04/08/2014 | GOOD TIMES TRAVEL, INC. | 597.00 |
| 009239 | 04/08/2014 | FHEG IVC BOOKSTORE STORE NO 895 MA | 43.20 |
| Total Number of Checks | | | 10 |
| | | | 27,395.85 |

Includes checks for only Bank Account IVC-CMED

| | Count | Amount |
|-----------|-------|-----------|
| Reissue | 1 | 12,723.56 |
| Net Issue | | 14,672.29 |

Fund Summary

| Fund | Description | Check Count | Expensed Amount |
|---------------------------------|------------------------------|-------------|-----------------|
| 07 | IVC Community Education Fund | 9 | 14,672.29 |
| Total Number of Checks | | 9 | 14,672.29 |
| Less Unpaid Sales Tax Liability | | | .00 |
| Net (Check Amount) | | | 14,672.29 |

The preceding Checks have been issued in accordance with the District's Policy and authorization of the Board of Trustees. It is recommended that the preceding Checks be approved.

ESCAPE ONLINE

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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 P14-03544 through P14-03921 amounting to \$2,833,801.77 and P15-00011 through P15-00031 amounting to \$143,546.54 are submitted to the Board of Trustees for approval. Confirming requisitions dated March 12, 2014 through April 8, 2014 totaling \$215,531.01 are also submitted.

RECOMMENDATION

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

Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|---|-----------------|---|----------------|
| P14-03544 | EN4ORM OFFICE INTERIORS | IB4 | Ergo chair | 768.30 |
| P14-03545 | VWR | | Incubator | 2,632.50 |
| P14-03546 | DICK BLICK COMPANY | | Paper hort 7 SC | 145.04 |
| P14-03547 | SEHI PROCOMP COMPUTER PRODUCTS | | HP LaserJet 600 M603N monochrome printer | 2,905.20 |
| P14-03548 | FISHER SCIENTIFIC | | Ultra sonic bath | 1,636.29 |
| P14-03549 | SCANTRON CORPORATION | | Scantron forms IVC Lib. | 63.91 |
| P14-03550 | BATTERY SYSTEMS OF ANAHEIM | | Batteries for carts | 2,319.03 |
| P14-03551 | J. A. SEXAUER | | Plumbing supplies | 563.71 |
| P14-03552 | JENNIFER SNIDER | | FKCE wkshp co trainer | 630.00 |
| P14-03553 | STEVE CUFFARI | | FKCE wkshp trainer | 90.00 |
| P14-03554 | WOLFRAM RESEARCH | | Mathematica starter edition | 102.60 |
| P14-03555 | REFRIGERATION UNLIMITED, INC | | Refrigeration evaluation pre maintenance | 600.00 |
| P14-03556 | MED ONE CAPITAL | | Equipment for Nursing | 8,183.30 |
| P14-03557 | SAPLING LEARNING | | Chemistry learning software for B2E grant | 300.00 |
| P14-03558 | MAIN GRAPHICS | | Business card orders for college | 1,080.00 |
| P14-03559 | LAERDAL MEDICAL CORP. | | Instructional supplies for the Hlth 2 classes | 230.93 |
| P14-03560 | VYGON | | Nursing supplies | 118.12 |
| P14-03561 | DLR GROUP | | Architectural services SC Site improvements | 280,000.00 |
| P14-03562 | NAT'L GEOGRAPHIC STORE | | Books SC Soc. Sci. | 88.90 |
| P14-03563 | SEHI PROCOMP COMPUTER PRODUCTS | | Library printer | 1,161.00 |
| P14-03564 | HMC ARCHITECTS | | Development master planning services, ATEP | 205,000.00 |
| P14-03565 | AMERICAN GRIP INC. | Bldg W/Com Arts | Grip items for student use expendables | 909.69 |
| P14-03566 | APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT | | iPads for Accounting Lab | 1,168.08 |
| P14-03567 | CDW-G COMPUTER CENTERS | | Projector | 3,936.92 |
| P14-03568 | ORIENTAL TRADING COMPANY, INC. | | Transfer Center decorations SC | 183.60 |
| P14-03569 | B & H PHOTO | | Outreach digital camera SC | 102.60 |
| P14-03571 | SIMS TREE HEALTH SPEC., INC. | | Treating disease trees | 1,500.00 |
| P14-03572 | S & B FOODS | | Refreshments for EEO training for DAM | 600.00 |
| P14-03573 | VWR | IVC Life Sci | Jars/bottles increased # bio lab class sections | 203.14 |
| P14-03574 | WELLS FARGO #3317 (DISTRICT) | IB4 | Laser measure/tablet/digital measure IVC Eng. | 814.81 |
| P14-03575 | CALIBER PAVING COMPANY INC | | Bench tops to existing bases | 5,460.00 |
| P14-03576 | HIRSCH PIPE & SUPPLY | | Plumbing equipment | 1,699.22 |
| P14-03577 | SADDLEBACK BOOKSTORE - #296 FO LLETT HIGHER EDUCATION GROUP | | Book scholarship for nursing students | 1,734.60 |
| P14-03578 | HIGH-TECH BATTERY SOLUTIONS | | Battery replacement | 915.35 |
| P14-03579 | MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE | Bldg W/Com Arts | Grip supplies for student use | 359.25 |
| P14-03580 | COMWARE TECHNICAL SERVICES INC | | Alpha virtualization project | 2,308.03 |

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

Page 1 of 11

Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|---|--------------|---|----------------|
| P14-03581 | ECONOLITE CONTROL PRODUCTS, INC. | | Electrical supplies | 249.48 |
| P14-03582 | CDW-G COMPUTER CENTERS | | Touch screen monitor | 651.84 |
| P14-03583 | BRAVO SIGN & DESIGN | | Directional and id signs for LRC | 4,926.72 |
| P14-03584 | ADRENALIN SPORTS APPAREL DBA J OANN MARIE HYDER | | Woman's sand volleyball | 315.45 |
| P14-03585 | DEMCO INC. | | Book security strip desensitizer for IVC Library | 410.39 |
| P14-03586 | WELLS FARGO #3317 | | Art paper roll SC Sci. Math | 41.47 |
| P14-03587 | TNR TECHNICAL, INC. | | Batteries | 468.86 |
| P14-03588 | GEOGRAPHIC SOLUTIONS | | Annual license fee | 22,250.00 |
| P14-03589 | SEHI PROCOMP COMPUTER PRODUCTS | | Purchase of tablets for Arch dept | 2,403.00 |
| P14-03590 | OSTERBAUER COMPRESSOR SERVICE | | HVAC supplies, filter fan | 707.44 |
| P14-03591 | QUINN POWER SYSTEMS | | Portable generator set | 67,222.44 |
| P14-03592 | SVM, LP ATTN: CHECK DEPT. | | Gas cards for EOPS & CARE eligible students | 7,675.00 |
| P14-03593 | MS ABRASIVE CLEANING EQUIPMENT | | FAMT walnut shell blast | 820.30 |
| P14-03594 | DANIEL SMITH, INC. | | Printmaking-paper/Ink SC fine arts | 1,297.40 |
| P14-03595 | SEHI PROCOMP COMPUTER PRODUCTS | | Ink for the color copier | 788.66 |
| P14-03596 | WORLDPOINT ECC, INC. | | Provider cards for PALS course SC HS | 366.87 |
| P14-03597 | HAITBRINK ASPHALT PAVING, INC. | | Repairs to Lot #9 parking | 3,550.00 |
| P14-03598 | ATKINSON, ANDELSON, LOYA, RUU D & ROMO | | Workshop/training civility | 1,600.00 |
| P14-03599 | SPECTRUM INDUSTRIES, INC. | | Tablet locker & synchronizing hub | 1,246.84 |
| P14-03600 | SIGN WAREHOUSE.COM | | Laser engraver parts ATAS SC | 125.02 |
| P14-03601 | NATIONAL INSTRUMENTS CORP. | | Instructional/Astronomy, software, thermocouple kit | 337.82 |
| P14-03602 | TOTTY PRINTING | SC WAREHOUSE | Replenish District stores time cards | 177.74 |
| P14-03603 | EMBLEM ENTERPRISES | | Patches - parking enforcement | 135.23 |
| P14-03604 | ESSENTIAL PACKS | | SBS emergency packs-attachment | 159.25 |
| P14-03605 | JOHNSTONE SUPPLY | | Water storage tank | 3,844.99 |
| P14-03606 | AUTO TRAC INC | | Urethane kit Emeritus | 257.66 |
| P14-03607 | SCIENCE ENTHUSIAST C/O DUFFY M ARKETING GROUP INC | | Solar motion demonstrator | 1,190.15 |
| P14-03608 | HANDWRITING WITHOUT TEARS | | CDs/books/flip cards/guides IVC CDC | 1,923.40 |
| P14-03609 | ADRENALIN SPORTS APPAREL DBA J OANN MARIE HYDER | | Woman's badminton | 174.96 |
| P14-03610 | EASTBAY TEAM SPORTS | | Badminton supplies | 271.20 |
| P14-03611 | WELLS FARGO #2785 | | Text bus appearance for seniors day | 500.00 |
| P14-03612 | MONTGOMERY HARDWARE | | PE 200 replacement of doors | 2,011.80 |
| P14-03613 | DAVID PUFAHL dba NEW VISION CO NSTRUCTION | | Reset Doors for B311 | 4,735.37 |
| P14-03614 | KLOPFENSTEIN ART EQUIPMENT | | Parts for easels | 467.32 |
| P14-03615 | THE PATON GROUP | | 3D printer supplies for DMP | 5,617.24 |
| P14-03616 | STRATA INFORMATION GROUP | | EOPS BPA consulting services | 8,000.00 |
| P14-03617 | TROXELL COMMUNICATIONS, INC. | | Security camera system for DSPS testing area | 8,783.10 |

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ESCAPE ONLINE

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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|--|-----------------|--|----------------|
| P14-03618 | CROWN FENCE | | Replace windscreen at tennis court | 1,119.00 |
| P14-03619 | SOUTH COAST A.Q.M.D | | AQMD annual operating fees | 7,032.70 |
| P14-03620 | MOORE MEDICAL CORP. | | Supplies for Nursing | 357.90 |
| P14-03621 | PHB | | Infant toothbrush childcare sc | 37.87 |
| P14-03622 | BUTTON BOY INC. | | Student button supplies | 440.80 |
| P14-03623 | ORLANATHA NIN | | Reimburse funds for transfer celebration | 100.00 |
| P14-03624 | ORLANATHA NIN | | Reimbursement for transfer advisory | 175.00 |
| P14-03625 | WELLS FARGO #3317 | | Books for paralegal program | 1,106.44 |
| P14-03626 | SUSAN DROGO | | FKCE workshop panelist | 35.00 |
| P14-03627 | KARLA VIVIANA MARTINEZ | | FKCE workshop panelist | 35.00 |
| P14-03628 | GUISELLE SCOTT | | FKCE workshop trainer | 630.00 |
| P14-03629 | MARTHA FRUICHANTIE | | FKCE workshop trainer | 90.00 |
| P14-03630 | DEBRA ANN AFARIAN | | FKCE workshop trainer | 90.00 |
| P14-03631 | TRINITY WALLACE-ELLIS | | FKCE workshop trainer | 1,000.00 |
| P14-03632 | BOUNDLESS NETWORK | | Promo table drapes ATAS SC | 488.72 |
| P14-03633 | WELLS FARGO #3317 | Bldg W/Com Arts | Chairs for use in studio | 458.85 |
| P14-03634 | WELLS FARGO #3317 | | Office supplies to organize meds | 225.24 |
| P14-03635 | WELLS FARGO #3317 (DISTRICT) | | Tool battery replacement | 100.33 |
| P14-03636 | MICRO CENTER | | Computer and electronic supplies | 700.00 |
| P14-03637 | WELLS FARGO #3317 (DISTRICT) | | Stretch bands | 137.45 |
| P14-03638 | SPORTS FIELD INSTALLATION | | Replacing sod at baseball field | 12,800.00 |
| P14-03639 | CDW-G COMPUTER CENTERS | | Projector | 2,184.51 |
| P14-03640 | PARADISE BAKERY & CAFE | | Breakfast/Lunch for EOPS BPA | 598.08 |
| P14-03641 | S & B FOODS | | Career + transfer center events | 500.00 |
| P14-03642 | WELLS FARGO #3317 | | Coaxial adapter | 5.40 |
| P14-03643 | BARNES & NOBLE ATTN: Venessa V illa | | Books | 1,264.03 |
| P14-03644 | BRUCE RADLOFF MEDICAL DISCOUNT | | EMT supplies | 2,494.50 |
| P14-03645 | McLOGAN SUPPLY CO., INC. | | Squeegees for screen printing | 107.95 |
| P14-03646 | CDW-G COMPUTER CENTERS | | Projector | 652.85 |
| P14-03647 | MAIN GRAPHICS | | Commencement program printing | 5,023.41 |
| P14-03648 | NAEYC RESOURCE SALES | | DVDs | 382.32 |
| P14-03649 | LOYAL POINT OF SALE | | Reprogram Casio cash register for debit and credit | 350.00 |
| P14-03650 | SCANTRON CORPORATION | | Scantron forms | 103.69 |
| P14-03651 | AIR HOLLYWOOD INC | Bldg W/Com Arts | Expense Air Hollywood location nonstop to Comocon | 3,605.00 |
| P14-03652 | SVM, LP ATTN: CHECK DEPT. | | Gas cards for CalWORKs eligible students | 2,568.95 |
| P14-03653 | PARTEK SOLUTIONS | | Parking permit dispenser paper | 621.80 |
| P14-03654 | SADDLEBACK VALLEY UNIFIED SCH OOL DISTRICT | | Buses for Senior Day 2014 | 168.80 |
| P14-03655 | TECO PIANO MOVERS | | Piano moving services | 250.00 |
| P14-03656 | LIBERTY PAPER A DIVISION OF DD OFFICE PROD | | Paper | 355.00 |
| P14-03657 | AMTECH RELIABLE ELEVATOR CO. | | Replace passenger elevator | 50,480.00 |
| P14-03658 | CURTIS 1000 | | Retractable displays - Perkins | 462.31 |
| P14-03660 | RANCHO VIEJO GLASS | IVC Warehouse | Replace fire cabinet glass | 38.88 |
| P14-03661 | FLOOR TECH GROUP | | Carpet for SSC 220C and 260D | 2,425.00 |

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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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|---|-----|--|----------------|
| P14-03662 | PASCO DOORS | | Repair work for DSPS office doors | 5,655.08 |
| P14-03663 | 4 IMPRINT | | Promo items: tire gauge, pencils, grocery tote | 813.83 |
| P14-03664 | MEDCO SUPPLY COMPANY | | Supplies exersize equip. perkins | 621.77 |
| P14-03665 | SEHI PROCOMP COMPUTER PRODUCTS | | Ink | 910.29 |
| P14-03666 | CDW-G COMPUTER CENTERS | | Xerox copier | 4,275.72 |
| P14-03667 | FLASHBAY, INC. | | Student flash drives | 5,425.00 |
| P14-03668 | SEHI PROCOMP COMPUTER PRODUCTS | | Printer for accounting | 825.13 |
| P14-03669 | US DIGITAL MEDIA INC. | | Student USB drives | 433.06 |
| P14-03670 | NOVEDGE LLC | | Autodesk ent. suite 2014 software for instructor | 46.21 |
| P14-03671 | THE BIG GAME | | Volleyball embellishments | 188.00 |
| P14-03672 | ALERT SERVICES, INC. | | Fee based supplies KN 53 | 192.04 |
| P14-03673 | LYNN WATKINS | | Loop bands/Perkins Grant | 166.86 |
| P14-03674 | THE TRANE COMPANY SO. CA L.A. TRANE PARTS, SALES & SVC. | | Energy Services contract, Air Handling Repl. | 590,010.00 |
| P14-03675 | INTERSTATE BATTERIES OF CALIFO RNIA COAST | | Batteries for Theatre Arts | 583.18 |
| P14-03676 | ARBORGATE CONSULTING, INC. | | Arborist consulting services | 1,325.00 |
| P14-03677 | ARTCRAFT AND FOREMOST INC. DBA PROMOTIONS NOW | | Electronics pouch | 700.92 |
| P14-03678 | UNISOURCE WORLDWIDE | | 2 part ncr paper | 572.83 |
| P14-03679 | ISLAND PROMOTIONAL PRODUCTS AD VERTISING SPECIALTIES | | Back packs | 1,812.46 |
| P14-03680 | REGINA FERNANDEZ-OROZCO | | At One conference | 198.00 |
| P14-03681 | BIBLIOTHECA, LLC | | Library technology services. | 4,613.47 |
| P14-03682 | CDW-G COMPUTER CENTERS | | Network Refresh project - cables | 944.44 |
| P14-03683 | WELLS FARGO #3317 | | Books, dvds | 216.58 |
| P14-03684 | WESTERN REGIONAL HONORS COUNC C/O ANNE SCOTT | | 2014 WRHC Institutional membership dues | 75.00 |
| P14-03685 | BOUNDLESS NETWORK | | Highlighters, sanitizer, bandage magnets | 1,001.60 |
| P14-03686 | ALLSTEEL, INC. C/O QUALITY OFF ICE FURNISHINGS | | Furniture to overhaul Lib107 for DSPS testing | 19,543.59 |
| P14-03687 | FISHER SCIENTIFIC | | Wash bottles, droppers/ Biology | 573.98 |
| P14-03688 | DABCO, INC. | | Repair restroom drains in LRC | 5,193.00 |
| P14-03689 | B & H PHOTO | | Supplies for photo-cube/bag | 131.76 |
| P14-03690 | MWAVE.COM div of CLT COMPUTER | | Projector lamps | 1,413.78 |
| P14-03691 | JUNIOR'S GOLF CARTS | | EZ go cart parts and services | 289.15 |
| P14-03692 | L & W SUPPLY | | Ceiling tiles for construction projects | 544.67 |
| P14-03693 | CALIBER SIGNS & IMAGING, INC. | | Add and correct Veterans center signage | 2,064.83 |
| P14-03694 | FRY'S ELECTRONICS | | Instructional supplies - Geology department | 200.00 |
| P14-03695 | LIVESCRIBE | | Smart pens and accessories for CalWORKs students | 2,153.92 |
| P14-03696 | SEHI PROCOMP COMPUTER PRODUCTS | | Printer ink | 567.09 |
| P14-03697 | CULVER-NEWLIN, INC. | | Desk parts | 94.38 |
| P14-03698 | CROWN VALLEY TRANSMISSION | | New overhauled transmission | 2,588.00 |

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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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|---|--------------|--|----------------|
| P14-03699 | CYNOSURE NEW MEDIA, INC. | | Modifications to IVC online orientation | 2,500.00 |
| P14-03700 | LAGUNA CLAY CO. | | Materials-b-mix and l.b. blend clay | 2,674.08 |
| P14-03701 | PENINSULA PRIDE | | Shirts for sand volleyball | 405.00 |
| P14-03702 | BAKER & TAYLOR | | Blanket P.O. for Library materials | 8,500.00 |
| P14-03703 | WEISENBACH SPECIALTY PRINTING INC. | | Recycled reusable totes | 821.80 |
| P14-03704 | SCANTRON CORPORATION | | Scantron forms | 72.02 |
| P14-03705 | WELLS FARGO #3317 (DISTRICT) | | Dell.com | 151.19 |
| P14-03706 | CORNER BAKERY CAFE STORE #219 | | Career fair employer lunch | 1,000.00 |
| P14-03707 | GUISELLE SCOTT | | FKCE wkshp trainer | 180.00 |
| P14-03708 | EAGLE COMMUNICATIONS | | Two radios for facilities | 836.89 |
| P14-03709 | SOURCE GRAPHICS | | Supplies for KIPS printer | 270.38 |
| P14-03710 | PACIFIC CLEANING SERVICES INC | | Washing windows at CDC | 450.00 |
| P14-03711 | FRY'S ELECTRONICS | | Supplies for Electronics classes | 587.00 |
| P14-03712 | WELLS FARGO #3317 | IB4 | Low powered microscope | 86.38 |
| P14-03713 | HUMANSKALE C/O UNITED INTERIOR S | | Office equipment for fiscal services | 431.64 |
| P14-03714 | SMART & FINAL | | Items to be used in class | 500.00 |
| P14-03715 | WEISENBACH SPECIALTY PRINTING INC. | | Recycled mood pens | 255.36 |
| P14-03716 | SOUTHLAND INSTRUMENTS, INC. | | Microscopes for bio class cap increase | 8,821.44 |
| P14-03717 | PENN CORPORATE RELOCATION SE RVICES, INC. | | Remove and setup for Vil 4 | 13,691.00 |
| P14-03718 | B & H PHOTO | | Instructional equipment | 259.20 |
| P14-03719 | BEN'S ASPHALT & MAINTENANCE C O., INC. | | Perform road and curb maintenance | 35,800.00 |
| P14-03720 | WELLS FARGO #3317 | | Keyboard folio | 157.96 |
| P14-03721 | FLOOR TECH GROUP | | Floor repair required in B400 | 880.00 |
| P14-03722 | TECTA AMERICA SOUTHERN CALIFORNIA, INC. | | Repair rain leaks | 770.00 |
| P14-03723 | NEWPORT-MESA UNIF. SCHOOL DIST | | Senior Day | 678.32 |
| P14-03724 | SEHI PROCOMP COMPUTER PRODUCTS | | Monitors for payroll | 930.32 |
| P14-03725 | OCLC, INC. DEPT #34299 | | Library bibliographic subscription service | 1,600.00 |
| P14-03726 | WELLS FARGO #3317 (DISTRICT) | | Technology, Data, Analytics, SharePoint Books | 1,421.13 |
| P14-03727 | THOMSON REUTERS - WEST | | ProDoc | 2,875.80 |
| P14-03728 | CUSTOMER SERVICE D6-12 PROFESSIONAL SOLUTIONS | | Procare software update with technical support | 125.00 |
| P14-03729 | APRIL THOMPSON dba SPERO FAMILY SERVICES | | FKCE wkshp trainer | 90.00 |
| P14-03730 | CARIE CRUZ | | FKCE wkshp co-trainer | 630.00 |
| P14-03731 | YVETTE ARBIZO | | FKCE wkshp panelist | 35.00 |
| P14-03732 | QUICK CAPTION | | Captionist for Hum Svcs prog. fall 13 | 6,120.00 |
| P14-03733 | CAROLINA BIOLOGICAL SUPPLY | IVC Life Sci | Oil, increased # of bio class lab sections | 44.17 |
| P14-03734 | DANIEL SMITH, INC. | | Water color paper, paints | 189.43 |
| P14-03735 | FISHER SCIENTIFIC | IVC Life Sci | Testtube racks, flasks:increase # of lab class | 1,580.86 |

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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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|--|-----------------|---|----------------|
| P14-03736 | WELLS FARGO #1598 | | CC purchase,lazer supplies - Astronomy | 420.82 |
| P14-03737 | MAIN GRAPHICS | | Scholarship program printing | 2,427.34 |
| P14-03738 | MOUSER ELECTRONICS INC. | | LED engins high power LED's - Astronomy | 96.95 |
| P14-03739 | WARD'S SCIENCE | | Display collections, algae, plankton - Geology | 380.34 |
| P14-03740 | FORESTRY SUPPLIERS, INC. | | Hygrometer supplies - Geology | 702.35 |
| P14-03741 | CAROLINA BIOLOGICAL SUPPLY | | Quahog, mussel, jellyfish sea anemon,Geology | 204.27 |
| P14-03742 | MAKERBOT | | Filament | 207.36 |
| P14-03743 | APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT | | HR/financial software implemetation program | 3,968.78 |
| P14-03744 | SIMS-ORANGE WELDING SUPPLY | | Replacement parts for Fine Arts torch | 2,267.10 |
| P14-03745 | VWR | | Thermometer and DNA gels for Biology | 179.82 |
| P14-03746 | ANATOMYWAREHOUSE.COM | | Skeleton stand | 233.92 |
| P14-03747 | ALL ELECTRONICS CORP. | | Rectifier, jump wire, zip cord,coax,Electronics | 145.15 |
| P14-03748 | ELECTRONIX EXPRESS | | Instruct supplies, fet & led display, Electronics | 73.18 |
| P14-03749 | NORMAN S. WRIGHT/AIRELINK MECH ANICAL EQUIPMENT, LLC | | HVAC equipment | 1,350.00 |
| P14-03750 | LUCK'S MUSIC LIBRARY | | Music | 664.00 |
| P14-03751 | B & H PHOTO | | Camera, service plan | 605.88 |
| P14-03752 | INDUSTRIAL PLASTIC SUPPLY, INC | | Styrene sheets, precision board | 2,003.78 |
| P14-03753 | DISCOUNT SCHOOL SUPPLY SALES D EPARTMENT | | Glitter paint, water colors, paper, foam shapes | 488.93 |
| P14-03754 | WELLS FARGO #3317 | | Pink tool set | 29.28 |
| P14-03755 | WELLS FARGO #3317 | | DVD | 18.54 |
| P14-03756 | ARMOR FENCE CONCEPTS | | Install fence for district golf carts | 3,879.69 |
| P14-03757 | KIMBERLY SMITH | | FKCE wkshp panelist | 35.00 |
| P14-03758 | WELLS FARGO #3317 (DISTRICT) | | Air purifiers | 645.84 |
| P14-03759 | BOUNDLESS NETWORK | | Retractable banner displays | 3,919.20 |
| P14-03760 | WELLS FARGO #3317 (DISTRICT) | Bldg W/Com Arts | Films | 59.64 |
| P14-03761 | WELLS FARGO #3317 | | Sphygmonameter, stethoscope | 336.31 |
| P14-03762 | QUALITY HEALTH EDUCATORS LAURE EN STARKENBERG | | First aid/cpr licensing requirement. | 1,100.00 |
| P14-03763 | SO. COAST FIRE PROTECTION | | Testing of ATEP extinguishers | 180.00 |
| P14-03764 | NEWPORT CORP. | | Photonics supplies | 3,084.05 |
| P14-03765 | STEVE GASKEY | | Installation of people mover shelter | 4,900.00 |
| P14-03766 | SARGENT-WELCH LLC VWR | | Instructional,bell jars, syringe for Astronomy | 306.84 |
| P14-03767 | INTERNAT IONAL COMPANY | | Equipment purchase | 6,177.62 |
| P14-03768 | AMERICAN FILING SYSTEMS INC | | iPad | 1,003.32 |
| P14-03769 | APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT | | | |
| P14-03769 | CDW-G COMPUTER CENTERS | | Telephone headsets | 1,083.62 |
| P14-03770 | WELLS FARGO #3317 | | Perkins Grant books | 231.89 |
| P14-03771 | WELLS FARGO #3317 (DISTRICT) | | Paperback book | 7.05 |
| P14-03772 | BOUNDTREE MEDICAL LLC | | Supplies for EMS program | 1,157.58 |
| P14-03773 | DELL MARKETING | | 2 Dell laptop computers | 3,399.32 |
| P14-03774 | ELENCO ELECTRONICS, INC. | | Fiber optics kit Electronics department | 35.97 |

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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|--|--------------|--|----------------|
| P14-03775 | AMAC GEORGIA INST. OF TECHNOLOGY | . | Student Accommodation Manager software for DSPS | 4,200.00 |
| P14-03776 | STEVE TEH | | Reimbursement for instructional supply Item | 29.95 |
| P14-03777 | WELLS FARGO #3317 | | Removable keyboard for iPad 2's | 148.78 |
| P14-03778 | DISPLAYS 2GO | | Window signs and displays, office supplies | 205.48 |
| P14-03779 | HARDY DIAGNOSTICS | | Urea discs | 238.31 |
| P14-03780 | WATSON LABEL PRODUCTS | . | Codebar item labels | 557.50 |
| P14-03781 | CAROLINA BIOLOGICAL SUPPLY | | Control paper | 48.38 |
| P14-03782 | W. W. GRAINGER | | Office supplies-batteries/envelope/glass cleaner | 97.63 |
| P14-03783 | KI P.O. BOX 8100 | | Replace depleted instructor stools | 2,311.20 |
| P14-03784 | HUMBOLDT MFG. CO. | IVC Life Sci | Bunsen burner parts, increase bio lab sections | 760.21 |
| P14-03785 | NORTHERN TOOL & EQUIPMENT CO. | | Towbar, replacement parts | 97.18 |
| P14-03786 | U.S. MAIL SUPPLY INC | SC WAREHOUSE | Mail bags, mail pouches | 394.22 |
| P14-03787 | CURTIS 1000 | | Banners for auto - Perkins | 222.01 |
| P14-03788 | SIMPLOT PARTNERS | | Fertilizer for the campus | 2,549.23 |
| P14-03789 | SEPULVEDA BUILDING MATERIALS | | Pea gravel for work sites, irrigation valves | 426.70 |
| P14-03790 | CCPRO % KEVIN CHARD | | Award submissions | 210.00 |
| P14-03791 | THE BLIND FACTORY | | Blinds for A100 and A307 | 235.00 |
| P14-03792 | THE BLIND FACTORY | | Blind Installation on two doors - SSC 170 & M101 | 295.00 |
| P14-03793 | INFOBASE LEARNING | | Films on demand subscription renewal | 10,794.60 |
| P14-03794 | MICRO CENTER | . | Supplies for 3D printing project | 200.00 |
| P14-03795 | WELLS FARGO #3317 | | Data and research books | 222.86 |
| P14-03796 | DIEMMY TRAN | | FKCE wkshp trainer | 240.00 |
| P14-03797 | CYNTHIA ROE | | FKCE wkshp trainer | 180.00 |
| P14-03798 | CYNTHIA ROE | | FKCE wkshp co-trainer | 280.00 |
| P14-03799 | SECTORPOINT | | Consultant work on SharePoint | 20,000.00 |
| P14-03800 | JENNIFER PENNER | | FKCE wkshp trainer | 120.00 |
| P14-03801 | MICHAEL K. DOMINIC | | FKCE wkshp trainer | 360.00 |
| P14-03802 | GREENLEIGH & WONG | . | AV lamps/supplies | 2,000.00 |
| P14-03803 | TECHNICAL SERVICE LLC | | | |
| P14-03803 | SOUTH COAST A.Q.M.D. California Air Toxics | | AQMD air toxic program fee | 218.13 |
| P14-03804 | HOME DEPOT MISSION VIEJO STORE #614 | | Hybrid vehicle charging station | 2,049.84 |
| P14-03805 | IPEVO | | Document cameras | 239.76 |
| P14-03806 | AMER. SOCIOLOGICAL ASSN. | | Pamphlets | 91.00 |
| P14-03807 | J. M. McCONKEY CO. | | Perlite, peat moss, vermiculite | 954.23 |
| P14-03808 | APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT | . | Lab refresh BST116 | 86,252.04 |
| P14-03809 | AMERICAN ASSOCIATION OF COMMUNITY COLLEGES | | Membership dues AACC | 2,250.00 |
| P14-03810 | WELLS FARGO #3317 (DISTRICT) | | Books | 560.00 |
| P14-03811 | JIST WORKS, INC. | | Books | 343.80 |

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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|--|-----------------|---|----------------|
| P14-03812 | HP CORPORATE HEADQUARTERS | . | HP faculty/teacher station computer refresh | 445,471.21 |
| P14-03813 | FAST TRAX BOBCAT SERVICES | | Level and grade area next to storm drain ditch | 3,600.00 |
| P14-03814 | JACK-X-CHANGE | | Hydraulic cylinder | 70.83 |
| P14-03815 | AVALON TENT & PARTY | | Renting chairs for commencement | 1,585.75 |
| P14-03816 | PENN CORPORATE RELOCATION SERVICES, INC. | | Storage of VII 4 items | 1,344.00 |
| P14-03817 | GUEST ARTISTS | | Musicians for Best Little Whorehouse in Texas | 9,280.00 |
| P14-03818 | GUEST ARTISTS | | Labor for Best Little Whorehouse in Texas | 3,200.00 |
| P14-03819 | EPLUS TECHNOLOGY, INC | . | NetApp hardware for SAN project | 64,974.84 |
| P14-03820 | ULINE, INC. | | Envelopes | 57.87 |
| P14-03821 | SPORTS FACILITIES GROUP, INC. | | PE 200 basketball gym bleacher inspection/service | 2,500.00 |
| P14-03822 | JIM'S MUSIC CENTER, INC. | . | AV equipment and supplies | 4,354.03 |
| P14-03823 | CSU FULLERTON ACCTG SVC CP-300 | | CSUF - Center for Careers in Teaching (CCT) | 3,000.00 |
| P14-03824 | KELLY PAPER | | TAS/SC recycled printer paper | 92.53 |
| P14-03825 | CARASOFT TECHNOLOGY CORP | | Virtual desktop/desktop refresh project | 318,043.66 |
| P14-03826 | CARASOFT TECHNOLOGY CORP | | District IT compute/storage platform | 25,183.65 |
| P14-03827 | PSI-PAYPHONE STATIONS INNOVAT. | . | Payphone service | 1,800.00 |
| P14-03828 | SEHI PROCOMP COMPUTER PRODUCTS | | SC Fine Arts supplies-toner | 748.88 |
| P14-03829 | NEWPORT CORP. | . | Photonics equipment | 7,370.08 |
| P14-03830 | CDW GOVERNMENT, INC. | | Copy machine for DSPS office | 6,177.77 |
| P14-03831 | DELL MARKETING | | Dual monitors for DSPS computers | 892.26 |
| P14-03832 | CLIA LABORATORY PROGRAM | | State license registration fee | 200.00 |
| P14-03833 | POCKET NURSE ENTERPRISES, INC. | | Supplies for Nursing | 1,354.74 |
| P14-03834 | BONE CLONES, INC. | | Anthropology bones | 4,662.55 |
| P14-03835 | PLANT DEPOT | | Fine Arts patio enhancements | 810.00 |
| P14-03836 | BOUNDLESS NETWORK | Bldg W/Com Arts | Shirts for student film/TV crews | 648.47 |
| P14-03837 | GOLF TEAM PRODUCTS | | Golf supplies | 2,461.32 |
| P14-03838 | PENINSULA PRIDE | | Team championship sand volleyball shirts | 775.44 |
| P14-03839 | PENINSULA PRIDE | | Sand volleyball supplies | 1,046.52 |
| P14-03840 | PASCO SCIENTIFIC | | Instructional supplies - Geology | 359.64 |
| P14-03841 | PRO OFFICE AND FILING SUPPLIES | | Office supplies for new charting system | 70.80 |
| P14-03842 | PRO GROUP CO. | | Vellum | 354.00 |
| P14-03843 | SMART LEVELS MEDIA | | Career flyers | 301.32 |
| P14-03844 | OAK CREEK GOLF CLUB | | Entry fee IVC M. golf | 1,620.00 |
| P14-03845 | AUTOMOTIVE ELECTRONIC SERVICES | | Hybrid diagnostic equipment | 2,376.00 |
| P14-03846 | WELLS FARGO #3317 | | Reference books | 49.14 |
| P14-03847 | WELLS FARGO #3317 | | Books | 52.35 |
| P14-03848 | WELLS FARGO #3317 (DISTRICT) | | Books | 294.12 |

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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|---|-----------------|---|----------------|
| P14-03849 | CLICK CONSULTING INC | | Excel workshop speaker | 500.00 |
| P14-03850 | DELL MARKETING | | Dell laptop for District Business Services office | 1,737.15 |
| P14-03851 | DELL MARKETING | | Laptop for fiscal services | 1,687.24 |
| P14-03852 | HUMANSIZE COMPANY | | Office equipment for fiscal services | 45.90 |
| P14-03853 | SCANNER MASTER CORP | | Instructional supplies - Astronomy | 88.85 |
| P14-03854 | B & H PHOTO | | Student supplies | 1,220.18 |
| P14-03855 | WALLCUR, INC. | | Supplies for medical assisting | 966.51 |
| P14-03856 | SOURCE GRAPHICS | | Banner supplies | 716.99 |
| P14-03857 | EN4ORM OFFICE INTERIORS | | Instructor stools: delivery and install | 183.60 |
| P14-03858 | DISCOUNT SCHOOL SUPPLY SALES D EPARTMENT | | Foam shapes, tempura, glitter, wood shapes | 744.30 |
| P14-03859 | AVALON TENT & PARTY | | IVC 2014 commencement order | 3,648.27 |
| P14-03860 | ALLSTEEL, INC. C/O CORP. BUSIN ESS INTERIORS | | Office equipment | 168.06 |
| P14-03861 | DISCOUNT SCHOOL SUPPLY SALES D EPARTMENT | | Watercolors,tempura,stickers,glue,paper | 2,178.84 |
| P14-03862 | LAKESHORE LEARNING MATERIALS | | Moile art center, magnets, | 453.76 |
| P14-03863 | HUMANSIZE C/O UNITED INTERIOR S | | Office equipment | 993.57 |
| P14-03864 | HUMANSIZE COMPANY | | Office equipment | 785.82 |
| P14-03865 | ALLSTEEL, INC. C/O CORP. BUSIN ESS INTERIORS | | Office equipment | 3,514.88 |
| P14-03866 | PRO CHEMICAL & DYE | | Synthrapol, setacolor | 837.20 |
| P14-03867 | DEFOE FURNITURE 4 KIDS | | 8-hole cubby for IVC CDC classrooms | 3,492.80 |
| P14-03868 | KIMBALL INTERNATIONAL C/O UNIT ED INTERIORS | | Admin services cabinet/bookcase | 536.51 |
| P14-03869 | UNITED INTERIORS | | Admin services cabinet/bookcase installation | 201.60 |
| P14-03870 | CORPORATE BUSINESS INTERIORS | | Additional items for office reconfiguration | 810.13 |
| P14-03871 | TANGRAM INTERIORS | | Work surface | 1,582.49 |
| P14-03872 | MARIA ORTIZ | | FKCE interpreter | 200.00 |
| P14-03873 | GABRIELA HERNANDEZ | | FKCE wkshp panelist | 35.00 |
| P14-03874 | ALLSTEEL, INC. C/O CORP. BUSIN ESS INTERIORS | | Task lights for office reconfiguration | 207.78 |
| P14-03875 | HP CORPORATE HEADQUARTERS | | HP pro600 all in one box | 894.12 |
| P14-03876 | CDW GOVERNMENT, INC. | | KVM switch - 16 ports | 1,119.31 |
| P14-03877 | MAIN GRAPHICS | | Business cards | 34.56 |
| P14-03878 | CDW-G COMPUTER CENTERS | | Laptops for mobile assessment testing | 34,813.52 |
| P14-03879 | POCKET NURSE ENTERPRISES, INC. | | Supplies for medical assisting | 704.63 |
| P14-03880 | TUSTIN AWARDS, INC. | | Teacher of The Year plaque | 12.96 |
| P14-03881 | EPLUS TECHNOLOGY, INC | | NetApp installation | 36,120.00 |
| P14-03882 | FISHER SCIENTIFIC | IVC Life Sci | Hotplate equipment/bio class cap increase | 290.81 |
| P14-03883 | HAPPY CHILD PRODUCTS C/O AMERI CAN NATIONAL MFG | | Roly polies | 3,774.60 |
| P14-03884 | MULTI-LITE USA, INC. | Bldg W/Com Arts | Bulbs for lighting kits for student use | 740.23 |
| P14-03885 | B & H PHOTO | | Digital cameras | 644.76 |

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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|-----------|--|--------------|--|----------------|
| P14-03886 | U.S. TOY CO.,INC./CONSTRUCTIVE PLAYTHINGS | | Hungry caterpillar, wooden dino, tubs, cd's | 992.38 |
| P14-03887 | CAMERON WELDING SUPPLY | | Acetylene tank | 312.70 |
| P14-03888 | DICK BLICK COMPANY | | Econocraft, ia multi page, | 818.37 |
| P14-03889 | CAPP ASSOCIATES, INC. COMPUTER IZED ASSESSMENT AND | | College test units | 7,999.60 |
| P14-03890 | ASW EXPRESS | | Prismacolor, tracing pads, art markers | 1,536.23 |
| P14-03891 | XEROX CORPORATION | | Xerox copier for payroll | 795.30 |
| P14-03892 | XEROX CORPORATION ATTN: ARDIE HOOD | | Xerox copier for accounting | 916.81 |
| P14-03893 | PASADENA ARTS COUNCIL FBO SALA STINA | | Guest artist | 1,500.00 |
| P14-03894 | SCOTT MARTIN | | Guest artist jazz picnic | 1,500.00 |
| P14-03895 | ORANGE COUNTY REGISTER | | HS Wet seal project bid no. 2015 | 2,470.00 |
| P14-03896 | CDW-G COMPUTER CENTERS | | VMWare Horizon upgrade 100pk | 6,225.00 |
| P14-03897 | DAVID PUFAHL dba NEW VISION CO NSTRUCTION | | Replace restroom tiles at Health Center | 14,415.62 |
| P14-03898 | BEST BUY GOV/ED LLC | | CD cameras | 392.52 |
| P14-03899 | LAPTOP BATTERY EXPRESS | | Dell vostro 1500 6 cell laptop batteries | 162.00 |
| P14-03900 | SEHI PROCOMP COMPUTER PRODUCTS | | SBS scanner | 983.51 |
| P14-03901 | PONTE VINEYARD INN | | Business faculty development event | 4,184.67 |
| P14-03902 | DEWEY'S APPLIANCES | | Refrigerator for the red kitchen | 1,510.92 |
| P14-03903 | MPS | | Instructional iclicker classroom kit | 1,137.69 |
| P14-03904 | DISPLAYS 2GO ATTN: ACCOUNTS RE CEIVABLE | | Brochure displays for Fine Arts PIO | 180.91 |
| P14-03905 | ADRENALIN SPORTS APPAREL DBA J OANN MARIE HYDER | | Knes supplies | 129.60 |
| P14-03906 | ADRENALIN SPORTS APPAREL DBA J OANN MARIE HYDER | | Badminton supplies | 199.64 |
| P14-03907 | HEWLETT PACKARD ATTN: PUBLIC S ECTOR SALES | | IMC monitors | 1,838.40 |
| P14-03908 | PARKWAY LAWNMOWER SHOP | | Small hand blower for small low noise level jobs | 145.76 |
| P14-03909 | TRIARCH INC. | | Replacement prepared microsides for Botany | 584.17 |
| P14-03910 | PARKHOUSE TIRE, INC. | SC WAREHOUSE | Forklift tires for warehouse | 1,112.92 |
| P14-03911 | ABS PRODUCTS | | Soda blast material | 40.71 |
| P14-03912 | ZARA DISTRIBUTION | | Calibration gases | 228.92 |
| P14-03913 | HEWLETT PACKARD ATTN: PUBLIC S ECTOR SALES | | District IT desktop refresh | 18,650.38 |
| P14-03914 | U.S. MAIL SUPPLY INC | SC WAREHOUSE | Mail bags, mail pouches | 441.25 |
| P14-03915 | REPRO XPRESS | | Plan copies of HS building project | 218.30 |
| P14-03916 | MISSION VIEJO GLASS | | Replace broken windows | 815.00 |
| P14-03917 | BOB PARRETT CONSTRUCTION, INC. | | Repair LRC glass double doors | 502.00 |
| P14-03918 | BOB PARRETT CONSTRUCTION, INC. | | Repair roof drain at W building | 4,975.00 |
| P14-03919 | GUTTER MASTERS | | Replace rain gutter at district warehouse | 1,997.00 |

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Includes P14-03544 - P14-03921

| PO Number | Vendor Name | Loc | Description | Account Amount |
|---------------------|---------------------------------------|-----|--------------------------------------|--------------------|
| P14-03920 | VITAL LINK EDUCATION AND | | STEM and arts showcase participation | 91.00 |
| P14-03921 | BUS INESS CONSORTIUM INSIGHT MEDIA | | DVD | 125.72 |
| Total Number of POs | | | 376 | Total 2,833,801.77 |

Fund Summary

| Fund | Description | PO Count | Amount |
|-------|------------------------|----------|--------------|
| 01 | General Fund | 339 | 772,197.69 |
| 12 | Child Development Fund | 13 | 17,467.56 |
| 40 | Capital Outlay Fund | 24 | 2,044,136.52 |
| Total | | | 2,833,801.77 |

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Includes P15-00011 - P15-00031

| PO Number | Vendor Name | Loc | Description | Account Amount |
|---------------------|---|-----|--|------------------|
| P15-00011 | MAGNA PUBLICATIONS, INC. | | Recuitment & Retention subscription renewal | 258.00 |
| P15-00012 | ALLDATA LLC | . | Alldata subscription renewal for TAS | 975.00 |
| P15-00013 | Netsupport | . | Net support maintenance plan renewal | 260.07 |
| P15-00014 | WOLTERS KLUWER HEALTH | | Subscription to nurse educator | 140.00 |
| P15-00015 | PLATINUM EDUCATIONAL GROUP LLC | | Platinum planner site license | 250.00 |
| P15-00016 | SOLARWINDS.NET, INC. | . | Solarwinds maintenance renewal | 395.00 |
| P15-00017 | COMPENDIUM LIBRARY SERVICES | . | Library computer service subscription renewal | 1,254.75 |
| P15-00018 | ESRI | . | GIS lab software renewal | 270.00 |
| P15-00019 | THE LIBRARY OF CONGRESS CATALO GING DISTRIBUTION SVC. | . | Catalogers desktop renewal | 525.00 |
| P15-00020 | TABLEAU SOFTWARE | | Tableau maintenance renewal | 556.44 |
| P15-00021 | FILEMAKER, INC | . | FileMaker annual licenseing renewal | 746.00 |
| P15-00022 | SOFTCHOICE CORPORATION | . | Lansweeper license | 1,000.98 |
| P15-00023 | EPLUS TECHNOLOGY, INC | . | NetApp disk shelf maintenance renewal | 4,201.00 |
| P15-00024 | CPP, INC. DAVIES BLACK PUBLISH ING | | CPP renewal | 195.00 |
| P15-00025 | COMPUTERLAND OF SILICON VALLE Y | . | Microsoft server licenses | 10,352.00 |
| P15-00026 | PRESS ASSOCIATION, INC. | | Associated Press service | 14,336.09 |
| P15-00027 | EPLUS TECHNOLOGY, INC | . | VMware enterprise licenses | 30,755.21 |
| P15-00028 | EPLUS TECHNOLOGY, INC | . | NetApp complete bundle software & Snap Protect | 44,106.12 |
| P15-00029 | OPUS INSPECTON INC | . | ESP smog program for TAS | 6,415.20 |
| P15-00030 | XEROX CORPORATION | | Copier for chancellor's office | 21,782.88 |
| P15-00031 | XEROX CORPORATION | | Xerox copier for payroll | 4,771.80 |
| Total Number of POs | | | 21 | Total 143,546.54 |

Fund Summary

| Fund | Description | PO Count | Amount |
|------|--------------|----------|------------|
| 01 | General Fund | 21 | 143,546.54 |

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Includes 03/12/2014 - 04/08/2014

| Requisition Number | Vendor Name | Description | Requisition Total |
|--------------------|-------------------------------------|--|-------------------|
| RQ14-02064 | LARRY RADDEN | Phi Rho Pi Nat'l 04/06/14 - 04/12/14 | 23,890.08 |
| RQ14-04361 | S & B FOODS | Emeritus Institute flex/refreshments | 91.87 |
| RQ14-04546 | KEVIN O'CONNOR | Asoc. of Com. Col. Admin. conference | 517.80 |
| RQ14-04659 | KEVIN O'CONNOR | Asoc.Colleges Tutor. & Learn. Asist. Conference | 172.00 |
| RQ14-04980 | KELLY FALTIS C/O SADDLEBACK COLLEGE | Reimburse for food supplies | 5,176.00 |
| RQ14-05027 | ERIC HILDEN | Hilden CPA Conference Prof Dev | 688.84 |
| RQ14-05110 | PACIFIC COACHWAYS | bus for emeritus field trip | 733.25 |
| RQ14-05139 | JACK APPLEMAN | Reimbursement for 3D printer expenses | 120.25 |
| RQ14-05157 | PACIFIC COACHWAYS | Bus for EI Field trip | 633.50 |
| RQ14-05202 | MONTGOMERY, NANCY | Conference expenses reimbursement | 1,063.37 |
| RQ14-05223 | CHRISTIAN ALVARADO | Conf Reimbursement-CCCApply | 74.76 |
| RQ14-05361 | S & B FOODS | Refreshments for the LSB Dedication | 1,553.58 |
| RQ14-05434 | COURTNEY RICE | Conference reimbursement | 524.00 |
| RQ14-05442 | DENNIS STACHELSKI | Leadership Conference | 1,000.00 |
| RQ14-05459 | JAVIER WILLIAMS | Conf Reimbursement-CCCApply | 74.76 |
| RQ14-05460 | NATALIE J. TIMPSON | Conf Reimbursement-CCCApply | 74.76 |
| RQ14-05463 | NATALIE J. TIMPSON | Conf reimbursement-CCCSFAAA 2014Spr&CCCCO | 699.46 |
| RQ14-05480 | S & B FOODS | HSPC Meeting | 208.98 |
| RQ14-05487 | COMPUTER CO-OP | Repairs to Photo Printers | 810.66 |
| RQ14-05491 | WELLS FARGO #1598 | ACCE Conference | 207.00 |
| RQ14-05501 | SCHOLARSHIPS | Nursing scholarship | 995.60 |
| RQ14-05502 | SCHOLARSHIPS | Nursing Scholarship - Rider | 465.40 |
| RQ14-05504 | SCHOLARSHIPS | Nursing Scholarship - Wilkinson | 800.00 |
| RQ14-05506 | SCHOLARSHIPS | Nursing scholarship | 574.57 |
| RQ14-05507 | SCHOLARSHIPS | Nursing Scholarship - Noel | 1,000.00 |
| RQ14-05508 | MICHELLE SCHARF | Supplies for high school conference | 45.62 |
| RQ14-05519 | LAGUNA GRAPHIC ARTS, INC. | Business Cards for 3 Managers and general jobsite | 177.48 |
| RQ14-05534 | ANDREW CRAVEN | Test credit card operation | 3.50 |
| RQ14-05563 | U.S. POSTAL SERVICE | Business reply mail permit renewal | 220.00 |
| RQ14-05574 | WELLS FARGO #2785 | Div. Supplies | 115.13 |
| RQ14-05595 | METZ, ROXANNE | Common Assessment Steering Committee | 53.00 |
| RQ14-05598 | S & B FOODS | Breakfast for EOPS/CARE Advisory Committee Meeting | 187.65 |
| RQ14-05606 | THOMSON WEST | Books for paralegal program | 1,356.50 |
| RQ14-05607 | ANTHONY TENG | Reimbursement for subscription | 250.00 |
| RQ14-05610 | WELLS FARGO #1598 | Supplies purchase for Electronics | 321.08 |
| RQ14-05617 | LINDA FONTANILLA | Title IX training | 1,048.00 |
| RQ14-05652 | LINDA GLEASON | Reimburse nursing conference | 39.85 |
| RQ14-05655 | KRISTI AYON | Reimbursement for Comic Con supplies | 85.75 |
| RQ14-05656 | TERESA CAMACHO | Calworks conference attendance | 902.00 |
| RQ14-05657 | SO. ORANGE CO. COMM. COL.DIST | Return of Title IV funds | 3,157.00 |
| RQ14-05659 | GEORGINA GUY | EOPS & CalWORKs student recognition reception | 380.00 |
| RQ14-05662 | DAVID BUGAY | Admin conference reimbursement | 447.00 |
| RQ14-05664 | KELLY FALTIS C/O SADDLEBACK COLLEGE | Reimbursement for Comic Con Expenses | 5,844.64 |
| RQ14-05672 | SO. ORANGE CO. COMM. COL.DIST | Return of Title IV funds -spring semester 2014 | 8,541.00 |

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ESCAPE ONLINE

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Includes 03/12/2014 - 04/08/2014

| Requisition Number | Vendor Name | Description | Requisition Total |
|--------------------|--|--|-------------------|
| RQ14-05675 | JACK APPLEMAN | Reimbursement for 3D printing conference | 101.77 |
| RQ14-05677 | WELLS FARGO #1598 | Dance postcards | 150.16 |
| RQ14-05679 | DAVIT S. KHACHATRYAN | Conference Ass'n of Bus. Officials | 1,029.02 |
| RQ14-05686 | BRIDGET HOIDA-MULHOLLAND | ConfReimb-Assoc.of Writers & Writing Professionals | 600.00 |
| RQ14-05687 | VITO-LEONARDO SCAROLA | ConfReimb-The Representational Art Conf | 1,200.00 |
| RQ14-05688 | TRACY BRYARS | ConfReimb-HealthyPeople/Kids in HealthyCommunities | 508.47 |
| RQ14-05689 | VERONICA OBERMEYER | ConfReimb-Asilomar Leadership Skills | 1,200.00 |
| RQ14-05690 | DEBORAH FREEMEL | ConfReimb-Aging in America | 600.00 |
| RQ14-05691 | AMINA YASSINE | ConfReimb-CA Language Teachers' Assoc | 190.00 |
| RQ14-05692 | ANA MARIA COBOS | ConfReimb-Getting Started with Digital Projects | 75.00 |
| RQ14-05693 | JOYCE QUADE | ConfReimb-Computer Using Educators | 1,185.00 |
| RQ14-05694 | JAN VENTURA | ConfReimb-CA CmtyColl MentalHealth & WellnessAssoc | 1,200.00 |
| RQ14-05695 | BARBARA CAREY | Items used for Entrepreneur Roundtable | 42.64 |
| RQ14-05699 | STEVE CRAPO | ConfReimb-Univ of Utah SpringFootball Presentation | 530.00 |
| RQ14-05703 | TIM GILL MUSIC | Music for Jazz Program | 200.00 |
| RQ14-05706 | NICOLE ORTEGA OFFICE OF INSTRUCTION | RP Group Conference | 950.00 |
| RQ14-05707 | S & B FOODS | Spring 2014 Job Fair: food for employers | 1,263.22 |
| RQ14-05708 | DENICE INCIONG | RP Group 2014 Conference | 950.00 |
| RQ14-05709 | SERENA MC CLAIN | ConfReimb-Nursing Symposium | 1,051.90 |
| RQ14-05710 | HIROMI TAKIZAWA | ConfReimb-Penland School of Craft/Demo & Lecture | 475.00 |
| RQ14-05711 | MICHAEL HOGGATT | ConfReimb-American Educational Research Assoc | 1,200.00 |
| RQ14-05713 | SUSAN VALOT | ConfReimb-Journalism Education & Digital Media | 600.00 |
| RQ14-05714 | GEORGINA GUY | ConfReimb-CA Psychological Association | 200.00 |
| RQ14-05715 | DEIDRE CAVAZZI | ConfReimb-NationalPopularCulture/AmericanCulture | 1,200.00 |
| RQ14-05716 | ELIZABETH HORAN | ConfReimb-Distance Library Services | 1,200.00 |
| RQ14-05717 | MONICA FRIEDRICH | ConfReimb-On Course National Conf. | 447.00 |
| RQ14-05718 | RICHARD GOODMAN | ConfReimb-CA Assoc for Alcohol/Drug Educators | 600.00 |
| RQ14-05719 | JACK APPLEMAN | Reimbursement for purchase of air purifier | 41.05 |
| RQ14-05720 | MARINA AMINY | ConfReim-Assn ofColleges4Tutoring&LmgAssistance | 210.00 |
| RQ14-05721 | SADDLEBACK BOOKSTORE - #296 FOLLETT HIGHER EDUCATION GROUP | opportunity drawings for senior day | 500.80 |
| RQ14-05722 | KAYE MC DONALD | National Career Devel. conference 2014 | 749.00 |
| RQ14-05738 | PACIFIC COACHWAYS | bus for Emeritus field trip | 872.62 |
| RQ14-05741 | LAGUNA GRAPHIC ARTS, INC. | HR/financial software system implementation | 42.12 |
| RQ14-05742 | ARLEEN ELSEROAD | Cal. Ass'n Comm. Colleg Reg. Admin. Of. Conf | 1,064.23 |
| RQ14-05757 | H2 ENVIRONMENTAL CONSULTING SERVICES, INC. | Additional required testing for A200 | 900.00 |
| RQ14-05758 | SOUTH COAST A.Q.M.D | General Diesel Fee | 317.07 |
| RQ14-05759 | SOUTH COAST A.Q.M.D | Flat fee for last fiscal emissions | 117.87 |
| RQ14-05760 | CAL BUILDING SYSTEMS | Repair tamper switches on backflow prevention | 480.00 |

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Includes 03/12/2014 - 04/08/2014

| Requisition Number | Vendor Name | Description | Requisition Total |
|--------------------|---|--|-------------------|
| RQ14-05761 | CAL BUILDING SYSTEMS | Repair of fire alarm detector | 352.58 |
| RQ14-05767 | AMY L. STINSON | Reimbursement for geologic supplies purchase | 18.56 |
| RQ14-05768 | TONY LIPOD | CCCCAA Basketball Championships | 350.72 |
| RQ14-05770 | SO. ORANGE CO. COMM. COL.DIST | Return of Title IV funds | 3,746.00 |
| RQ14-05772 | TODD SCHMALTZ | Reimbursement for police officer mgmt training | 1,443.15 |
| RQ14-05778 | WELLS FARGO #1598 | Student registration-Congressional update luncheon | 130.00 |
| RQ14-05782 | GLENN ROQUEMORE | Travel for Joint High Ed Advocacy Day | 592.00 |
| RQ14-05783 | HONORS TRANSFER COUNCIL OF CA C/O MT. SAN ANTONIO COLLEGE | Honors Council registration | 200.00 |
| RQ14-05784 | SHAWN SHREEVES | Reimburse for EOPS BPA supplies | 27.04 |
| RQ14-05789 | CLARK SECURITY PRODUCTS INC. | Lock supplies for ATEP | 234.71 |
| RQ14-05796 | ERIC KUDELL | Reimbursement- Home Depot equip pick-up | 12.53 |
| RQ14-05798 | DIVERSIFIED BUSINESS SERVICES | New Certificate Jackets | 1,436.00 |
| RQ14-05800 | SEHI PROCOMP COMPUTER PRODUCTS | Printer repair (two) SC Health Center | 432.48 |
| RQ14-05802 | ROBERT COSGROVE | Conference reimbursementASCC spring plenarysession | 1,725.00 |
| RQ14-05803 | JEANNE HARRIS-CALDWELL | Reimbursement HSA Conference | 1,944.05 |
| RQ14-05804 | RUBEN GUZMAN | Cal. Ass'n Com. Col. Reg. Admin. Of. Conf | 1,085.82 |
| RQ14-05805 | CERTIFIED TRANSPORTATION SERVICES | Senior day | 4,644.34 |
| RQ14-05815 | BAKER & TAYLOR | Library books | 625.82 |
| RQ14-05820 | ROXANNE METZ | # Nat'l Assoc. Col. Univ. Food Srv conference | 300.00 |
| RQ14-05822 | THOMSON REUTERS WEST PAYMENT CENTER | CA Education Code 2014 pamphlets | 112.32 |
| RQ14-05829 | HANSON, MARIA | counselor conference UCLA reimbursement | 128.92 |
| RQ14-05832 | SKY PHILLIPS | Reimbursment for supplementals | 46.72 |
| RQ14-05834 | JUDY HENMI | Reimb for Ensuring Transfer Success conference | 121.73 |
| RQ14-05840 | PACIFIC PARKING SYSTEMS, INC. | Repair of permit dispenser | 116.00 |
| RQ14-05841 | LORI HOOLIHAN | Reimburse for nutrition promo items | 101.50 |
| RQ14-05844 | JULIE HAMBRICK | Reimb for Ensuring Transfer Success conference | 121.73 |
| RQ14-05845 | KIMBERLY BELL | Reimb for Ensuring Transfer Success conference | 121.73 |
| RQ14-05846 | BERTRAND'S MUSIC | Instrument repair-tuba | 202.52 |
| RQ14-05856 | MIKE SAUTER | Com. Col. Leag. of Cal. Conference | 1,061.50 |
| RQ14-05857 | LORI PARRA | Cal. Com. Col Leag. conference | 1,061.50 |
| RQ14-05863 | LISA DAVIS-ALLEN | Art gallery reseption reimbursement | 550.00 |
| RQ14-05864 | LAGUNA GRAPHIC ARTS, INC. | Benefits/disbursement envelopes | 47.20 |
| RQ14-05866 | VALERIE SENIOR | Reg. Fee Reimb. for 2014 Campus Tech. Forum Conf. | 342.62 |
| RQ14-05867 | SCHOLARSHIPS | Nursing scholarship | 500.00 |
| RQ14-05869 | SIMS-ORANGE WELDING SUPPLY | Torch repairs | 271.56 |
| RQ14-05874 | SCHOLARSHIPS | Nursing scholarship | 373.54 |
| RQ14-05879 | REGINA FERNANDEZ-OROZCO | At One conference | 198.00 |
| RQ14-05880 | SCHOLARSHIPS | Scholarship for 4th sem nursing student | 350.00 |
| RQ14-05885 | PETERSON, LILIA | Classified senate office supplies reimbursement | 200.00 |
| RQ14-05887 | STEPHANIE DIALTO | Conf reimb - ASCCC curriculum meeting | 73.67 |
| RQ14-05890 | CATHERINE GREENOUGH | Workday travel conference | 1,210.00 |
| RQ14-05894 | S & B FOODS | Student art show reception | 500.00 |

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Includes 03/12/2014 - 04/08/2014

| Requisition Number | Vendor Name | Description | Requisition Total |
|--------------------|--|--|-------------------|
| RQ14-05896 | WELLS FARGO #1606 | Gallery lighting | 657.23 |
| RQ14-05909 | IMPRESSIONS GRAPHICS | Men's volleyball printing | 146.88 |
| RQ14-05915 | WESTWIND SAILING, LLC | Capri sailboat lease for Fall 2013 | 252.00 |
| RQ14-05925 | JIM GASTON | Conference/trip reimb for League of Innovation | 2,704.74 |
| RQ14-05929 | HANDWRITING WITHOUT TEARS | workshop handwriting without tears | 362.25 |
| RQ14-05939 | A1 INTERNATIONAL TV, INC. | Board room repair power supply | 585.00 |
| RQ14-05961 | STEVE LEE | conference reimburse Cal Com. Col. | 120.00 |
| RQ14-05964 | TAM DO | conference reim. Cal Com. Col. | 120.00 |
| RQ14-05965 | SCHOLARSHIPS | Scholarship for 4th sem nursing student | 350.00 |
| RQ14-05966 | MGM SPORTS MARKETING | Golf scorecard holders | 602.64 |
| RQ14-05969 | EDWARD DE LA O | conference management concepts | 1,214.00 |
| RQ14-05970 | PARISA SOLTANI | conference reim. Cal. Com. Col. | 120.00 |
| RQ14-05971 | ISABEL GUTIERREZ | conference reimb Cal. Com. Col. | 120.00 |
| RQ14-05974 | LISA ANH H WANG | Conference institutional research and planning | 300.00 |
| RQ14-05978 | NATALIE J. TIMPSON | Default Management Workshop | 97.25 |
| RQ14-05979 | ANDREA MC GINLEY | Default Management Workshop | 97.25 |
| RQ14-05980 | ANTHONY TENG | Reimbursement for conference fees | 445.00 |
| RQ14-05995 | JIM WRIGHT | Community College League conference | 650.00 |
| RQ14-06001 | FARIDA GABDRAKHMANOVA | 2014 Interior Design Program Student Showcase | 640.00 |
| RQ14-06014 | ASICS AMERICA CORPORATION | Sand volleyball gear | 1,026.53 |
| RQ14-06015 | ASICS AMERICA CORPORATION | Sand volleyball supply | 33.75 |
| RQ14-06017 | SO CAL EQUIPMENT & REPAIR | Repair of brake lathes | 313.55 |
| RQ14-06026 | STATE OF CALIFORNIA BOARD OF EQUALIZATION | CY2013 Use Tax | 42,163.00 |
| RQ14-06029 | JOHNSTONE SUPPLY | Thermostat for ATEP | 265.32 |
| RQ14-06031 | KAYE MC DONALD | Conference Cal. Intern. work exper. asso. | 235.00 |
| RQ14-06039 | SCHOLARSHIPS | Scholarship for 4th sem Nursing- K | 350.00 |
| RQ14-06041 | LINDA HALL | Event supply | 10.79 |
| RQ14-06042 | PATRICIA K. FLANIGAN | Reimbursement of online teaching conf. reg & hotel | 479.48 |
| RQ14-06055 | WELLS FARGO #1606 | Instructional classroom supplies from Toys'R'Us | 300.70 |
| RQ14-06065 | DONNA RANE-SZOSTAK | Conference reimburesment | 670.00 |
| RQ14-06066 | H2 ENVIRONMENTAL CONSULTING SERVICES, INC. | Completed environmental testing in A205 | 880.00 |
| RQ14-06070 | DIANE OAKS | Com. Col. Public Rel. Org. conference | 1,241.00 |
| RQ14-06071 | KATHLEEN WERLE | Reimbursement for power adapters | 85.32 |
| RQ14-06075 | BYRON REIDENBAUGH | Reimbursement for tire repairs | 55.00 |
| RQ14-06081 | TAMARA KING | MySite booth supplies | 28.38 |
| RQ14-06083 | S & B FOODS | Launch Board training | 340.00 |
| RQ14-06087 | CALIFORNIA ELECTRIC SERVICE | Repair 2 leaking irons for Fashion | 300.00 |
| RQ14-06095 | JAMES K. FAGAN | national sporting goods conference | 300.00 |
| RQ14-06101 | JUNE MC LAUGHLIN | conference Cal. internship work exp. | 235.00 |
| RQ14-06112 | WELLS FARGO #3317 (DISTRICT) | Lunch for Vice Squad Task Force meeting on 5/09/14 | 324.50 |
| RQ14-06125 | LA NELL PEEBLES | Reimbursement | 21.64 |
| RQ14-06126 | A-1 AWARDS | Award | 95.26 |
| RQ14-06139 | PINNACLE PROMOTIONS INC | MySite promotion-student design team | 1,401.64 |
| RQ14-06151 | JENNIFER MC CUE | Reimbursement for certificate covers | 61.50 |
| RQ14-06152 | CRAIG CONNOR | Classified leadership inst. conference | 1,000.00 |

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Includes 03/12/2014 - 04/08/2014

| Requisition Number | Vendor Name | Description | Requisition Total |
|--------------------|-------------------------------------|--|-------------------|
| RQ14-06153 | IVC ASSOCIATED STUDENT BODY | Payout to ASG for OfficeMax orders | 1,894.04 |
| RQ14-06159 | PENNY SKAFF | Reimburse for postage | 14.00 |
| RQ14-06167 | ESTER GRAHAM | HR Leadership Academy | 2,626.00 |
| RQ14-06168 | LA NELL PEEBLES | HR leadership academy | 2,462.00 |
| RQ14-06177 | CHRISTOPHER MCDONALD | ACTLA President's brunch registration | 50.00 |
| RQ14-06178 | KATHLEEN WERLE | ACTLA President's brunch registration | 50.00 |
| RQ14-06179 | SO. ORANGE CO. COMM. COL.DIST | Return of Title IV funds | 3,781.00 |
| RQ14-06180 | SO. ORANGE CO. COMM. COL.DIST | Return of Title IV funds -spring semester 2014 | 8,614.00 |
| RQ14-06182 | RAJANPAL DHILLON | Reimbursement for Vital Link (STEM) event | 93.00 |
| RQ14-06185 | VIRGINIA WONG | Excel workshop | 331.00 |
| RQ14-06188 | DR. ROBERT BRAMUCCI | Tableau Workshop | 1,850.00 |
| RQ14-06191 | PRESTIGE GOLF CARS | Golf cart repair | 34.30 |
| RQ14-06200 | DENICE INCIONG | Tableau Workshop | 1,850.00 |
| RQ14-06201 | GENE TJOA | Tableau Workshop | 1,850.00 |
| RQ14-06202 | NICOLE ORTEGA OFFICE OF INSTRUCTION | Tableau Workshop | 1,850.00 |
| RQ14-06205 | WELLS FARGO #1598 | T-shirts for ASEC | 247.45 |
| RQ14-06206 | LAGUNA GRAPHIC ARTS, INC. | Business cards for HR specialist | 46.02 |
| RQ14-06207 | BOUNDLESS NETWORK | MySite student promotion items | 586.10 |
| RQ14-06220 | WILL GLEN | Reimbursement for supplies | 56.92 |
| RQ14-06225 | DAUNE MAIN | Employee enrollment fee reimbursement | 138.00 |
| RQ14-06234 | JANE ALBO | Groceries for culinary class | 36.43 |
| RQ14-06235 | WELLS FARGO #3317 (DISTRICT) | Prezi.com | 59.00 |
| RQ14-06246 | BETH J. MARTINEZ | Reimbursement for textbook | 156.06 |
| RQ14-06255 | WELLS FARGO #2785 | Veterans motivational poster | 118.00 |
| RQ14-06257 | WELLS FARGO #2785 | Wall drop box | 138.60 |
| RQ14-06258 | WELLS FARGO #3317 (DISTRICT) | MySite name badges | 71.39 |
| RQ14-06267 | TIMOTHY JEMAL | Conference | 32.00 |
| RQ14-06274 | SCOTT KIM | Groceries purchased for student use | 236.82 |
| RQ14-06276 | BARBARA CAREY | Materials for dye processing class | 19.01 |
| RQ14-06283 | MATCO TOOLS MARK JACOBSON | Shop tools | 64.48 |
| RQ14-06284 | JIM WRIGHT | Conference | 32.00 |
| RQ15-00070 | ORANGE CO. SHERIFF/CORONER | Criminal justice conference | 132.00 |
| RQ15-00166 | AMY L. STINSON | reimbursement for field studies reservation | 234.00 |
| RQ15-00178 | JEAN LUKAS | Emergency management class | 1,041.80 |
| RQ15-00179 | ANDREW CRAVEN | Emergency management class | 1,041.80 |
| RQ15-00180 | WILLIAM (BEAU) ARBUTHNOT | Emergency management class | 1,041.80 |
| RQ15-00181 | SANTOS GARCIA | Emergency management class | 1,041.80 |
| RQ15-00182 | EDWARD GRIJALVA | Emergency management class | 1,041.80 |
| RQ15-00183 | TIA LOONEY | Emergency management class | 1,041.80 |
| RQ15-00184 | STEVE WEIBEL | Emergency management class | 1,041.80 |
| | | Total | 209 |
| | | | 215,531.01 |

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Fund Summary

| Fund | Description | Requisition Count | Amount |
|-------|------------------------|----------------------|-------------------|
| 01 | General Fund | 206 | 213,954.59 |
| 12 | Child Development Fund | 1 | 300.70 |
| 40 | Capital Outlay Fund | 2 | 1,252.12 |
| 68 | Self-Insurance Fund | 1 | 23.60 |
| Total | | 210 | <u>215,531.01</u> |

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ESCAPE ONLINE

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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

For the current reporting period ending March 31, 2014, and in accordance with Administrative Regulation 3101, the Transfer of Budget Appropriations are summarized on EXHIBIT A and presented for ratification.

RECOMMENDATION

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

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TRANSFER OF BUDGET APPROPRIATIONS SUMMARY

For the period 03-01-14 to 03-31-14

General Fund

| <u>Account</u> | <u>Description</u> | <u>From</u> | <u>To</u> |
|---------------------------------------|-------------------------------------|-------------------------|-------------------------|
| 1000 | Academic Salaries | \$2,753 | |
| 2000 | Classified Salaries | \$45,665 | |
| 3000 | Fringe Benefits | | \$7,396 |
| 4000 | Books and Supplies | | \$29,624 |
| 5000 | Other Operating Expenses & Services | \$126,537 | |
| 6000 | Capital Outlay | | \$119,204 |
| 7000 | Other Outgo | | \$18,731 |
| Total Transfers - General Fund | | <u>\$174,955</u> | <u>\$174,955</u> |

Child Development Fund

| <u>Account</u> | <u>Description</u> | <u>From</u> | <u>To</u> |
|---|-------------------------------------|-----------------------|-----------------------|
| 4000 | Books and Supplies | | \$5,640 |
| 5000 | Other Operating Expenses & Services | \$8,970 | |
| 6000 | Capital Outlay | | \$3,330 |
| Total Transfers - Child Development Fund | | <u>\$8,970</u> | <u>\$8,970</u> |

| | | | |
|------------------------|--|-------------------------|-------------------------|
| Total Transfers | | <u>\$183,925</u> | <u>\$183,925</u> |
|------------------------|--|-------------------------|-------------------------|

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**ITEM: 5.17**
DATE: 4/28/14

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: March/April 2014 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: contracts involving bid limits, the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$83,400 for equipment, supplies and maintenance projects. During March/April 2014, 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**

| | |
|--|-------------|
| The College Board Contracts Management Agreement – Annual license fee/subscription which allows students to check financial aid information online. Irvine Valley College | \$59,846.01 |
| Haitbrink Paving Agreement – For renovation of softball field. Irvine Valley College | \$54,000.00 |
| Amtech Elevator Services Agreement – To repair controller for the north elevator in the Science Math building. Saddleback College | \$50,480.00 |
| H2 Environmental Consulting Services, Inc. Agreement – For environmental oversight services in Sciences building at Saddleback College. District Services | \$20,323.75 |
| SectorPoint Consulting Services Agreement – To assess SOCCCD SharePoint Intranet environment, utilization practice and governance. District Services | \$20,000.00 |

| | |
|--|--|
| Pinnacle Landscape Company Agreement – To landscape flood control area to avoid future run off. Irvine Valley College | \$18,732.00 |
| ePlus Technology, Inc. Agreement – To upgrade software for the existing Storage Area Network controller to allow for the installation of the new controller. Saddleback College | \$18,060.00 |
| Sheraton Cerritos Agreement – To provide conference and catering services for a Career Café student success workshop on November 3, 2014. Irvine Valley College | \$16,700.57 |
| One on One Basketball Staff Educational Services Agreement – To provide educational services for after-school programs for community education during the 2014 spring semester. Saddleback College | \$14,790.00 (Estimated based upon anticipated attendance) |
| Sheraton Grand Sacramento Hotel Agreement – To provide conference and catering services for a Career Café student success workshop on November 17, 2014. Irvine Valley College | \$14,445.17 |
| Penn Corporate Relocation Agreement – To remove and store items for LRC 1 st floor. Saddleback College | \$14,440.00 |
| New Vision Construction Agreement – To replace restroom tiles in Student Health Center. Saddleback College | \$14,415.62 |
| Penn Corporate Relocations Services Agreement – For removal and relocation of furniture from Village 4 to district warehouse. Saddleback College | \$13,691.00 |
| Coleman's Landscape Agreement – To landscape area at PE 200. Irvine Valley College | \$12,862.00 |
| CSA Holdings, Inc. Agreement – To replace sod at baseball field. Saddleback College | \$12,800.00 |
| AG Construction Agreement – To renovate Student Services Center, 260C and 260D. Irvine Valley College | \$11,979.00 |
| Montgomery Hardware Co. Agreement – To replace handicap door system in SSC building. Saddleback College | \$10,218.17 |

| | |
|---|--|
| Lil' Chef School Educational Services Agreement – To provide educational services for after-school programs for community education during the 2014 spring semester. Saddleback College | \$10,000.00 (Estimated based upon anticipated attendance) |
| Governet Extension Agreement – To extend CurrCuNET software maintenance from November 1, 2013 to October 31, 2016. Irvine Valley College | \$9,630.00 |
| MGB Construction Agreement – To repair sidewalk by Library Road by Lot 7. Saddleback College | \$8,725.00 |
| B & P Services Agreement – For PE 150 HVAC system repair and ductless split heat pump installation. Irvine Valley College | \$8,240.00 |
| Managing Editor, Inc. Renewal Service Order – For software renewal of Adobe Digital Publishing Suite Professional. Saddleback College | \$6,300.00 |
| Norco Corporation Independent Contractor Agreement – To ship donated armored vehicle to Saddleback College. Saddleback College | \$6,000.00 |
| Institute of Reading Development Partnership Agreement – To provide a series of reading development programs during the summer and fall of 2014. Saddleback College | \$6,000.00 (Estimated based upon anticipated attendance) |
| Campus Concerts Independent Contractor Agreement – To provide vocal support to the IVC Master Chorale concert during the spring 2014 semester. Irvine Valley College | \$6,000.00 |
| Pasco Doors Agreement – To repair doors for DSPS office. Irvine Valley College | \$5,655.08 |
| Agilent Technologies, Inc. Service Agreement – For annual maintenance for chemistry equipment. Irvine Valley College | \$5,235.00 |
| Dabco, Inc. Agreement – To repair restroom drains in LRC. Saddleback College | \$5,193.00 |
| Robert McDonough Educational Services Agreement – To provide karate classes as an after-school program for community education during the 2014 spring semester. Saddleback College | \$5,000.00 (Estimated based upon anticipated attendance) |

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

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| Essence Entertainment Independent Contractor Agreement – For lighting and sound technicians for the IVC dance department for spring 2014 events. Irvine Valley College | \$5,000.00 |
| Steve Gaskey Agreement – For design/layout and installation of enclosed golf cart shelter outside of Fine Arts complex. Saddleback College | \$4,900.00 |
| Disneyland Resort Ticket Sales and Services Order Form – For prepaid Disneyland tickets to be sold in the Student Life Office. Irvine Valley College (ASG funds) | \$4,792.08 |
| New Vision Construction Agreement – To repair doors in B311. Irvine Valley College | \$4,735.37 |
| Employment Development Department Trade Act Educational Agreement – To participate in a project to obtain/provide educational training services. Irvine Valley College | \$4,550.00 |
| Quality Health Educators Independent Contractor Agreement – For CPR and pediatric first aid review. Irvine Valley College | \$4,400.00 |
| Ponte Vineyard Inn Group Booking Agreement – To provide accommodations for the attendees of “Entrepreneurship Across Department Program” conference being held June 4-6, 2014. Saddleback College | \$4,184.67 |
| Alexander Leigh Independent Contractor Agreement – For rehearsal accompanist and pit/orchestra conductor for the production of “Best Little Whorehouse in Texas” from April 4-13, 2014. Saddleback College | \$4,000.00 |
| A Little Dynasty Chinese Educational Services Agreement – To provide educational services for after-school programs for community education during the 2014 spring semester. Saddleback College | \$4,000.00 (Estimated based upon anticipated attendance) |
| Kelly Bennett-Bennett Productions Unlimited Independent Contractor Agreement – To create new marketing, branding and communication plan and materials for community education program. Saddleback College | \$3,500.00 |
| Microsoft Purchasing Agreement – For Microsoft surface tables for TAACCCT grant employees. Saddleback College | \$3,466.80 |

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

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| LEGOLAND California Resort Order Form – For prepaid LEGOLAND tickets to be sold in the Student Life Office. Irvine Valley College (ASG funds) | \$3,425.00 |
| Richard Milner Independent Contractor Agreement – To perform as guest speaker in Science Lecture Series on April 4, 2014. Saddleback College | \$3,000.00 |
| Nohemy Ornales Amendment – To extend the term of the original contract to April 30, 2014 and augment the original contract to a total of \$14,000.00 to complete reports, conduct a financial aid office audit and submit recommendations. Irvine Valley College | \$3,000.00 |
| Cindra J. Smith Independent Contractor Agreement – For facilitation of the 2014 Board of Trustees self-evaluation and professional development from June 7, 2014 through September 30, 2014. District Services | \$2,800.00 |
| Cynosure New Media, Inc. Agreement – To integrate an online survey into the online orientation program for placement into English or English as a Second Language assessment. Irvine Valley College | \$2,500.00 |
| Campus Concerts Amendment – To augment original contract to a total of \$7,260.00 for additional musician services for the IVC Choir performances in May 2014. Saddleback College | \$2,260.00 |
| Scott Johnson Independent Contractor Agreement – For theatre technician, lighting load-in, hang and focus, and lighting strike from March 17, 2014 through April 28, 2014. Irvine Valley College | \$2,000.00 |
| Pandarin Academy Educational Services Agreement – To provide language classes for community education during the 2014 spring semester. Saddleback College | \$2,000.00 (Estimated based upon anticipated attendance) |
| Jeffrey Polunas Independent Contractor Agreement – To perform as sound designer for the production of “Best Little Whorehouse in Texas” from February 10, 2014 through April 3, 2014. Saddleback College | \$1,700.00 |
| Avalon Tent & Party Agreement – For chair rental for commencement on May 23, 2014. Saddleback College | \$1,585.75 |

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| Kristin Bolinski Independent Contractor Agreement – To perform as stage manager for the production of “Best Little Whorehouse in Texas” from February 10, 2014 through April 13, 2014. Saddleback College | \$1,500.00 |
| Oak Creek Golf Club Agreement – For use of facilities for IVC men’s golf conference match on April 16, 2014. Irvine Valley College | \$1,350.00 |
| Arborgate Consulting, Inc. Independent Contractor Agreement – For arborist services for the Saddleback College TAS renovation. District Services | \$1,325.00 |
| Mari Frank Educational Services Agreement – To provide business classes for community education during the 2014 spring semester. Saddleback College | \$1,000.00 (Estimated based upon anticipated attendance) |
| South Coast Fire Protection Independent Contractor Agreement – For Saddleback College TAS Swing Space project. District Services | \$900.00 |
| Adela Kwan Independent Contractor Agreement – To perform as a musician for the production of “Best Little Whorehouse in Texas” from March 31, 2014 through April 13, 2014. Saddleback College | \$880.00 |
| Kurt Hamernik Independent Contractor Agreement – To perform as a musician for the production of “Best Little Whorehouse in Texas” from March 31, 2014 through April 13, 2014. Saddleback College | \$880.00 |
| Ryan Navales Independent Contractor Agreement – To perform as a musician for the production of “Best Little Whorehouse in Texas” from March 31, 2014 through April 13, 2014. Saddleback College | \$880.00 |
| Alexander Leigh Amendment – To augment original contact to a total of \$4,880.00 for additional services, musician will also be contracted to play an instrument in the production of “Best Little Whorehouse in Texas”. Saddleback College | \$880.00 |
| Carlos Rivera Independent Contractor Agreement – To perform as a musician for the production of “Best Little Whorehouse in Texas” from March 31, 2014 through April 13, 2014. Saddleback College | \$560.00 |

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| Krema Lyutskanova Educational Services Agreement – To provide group piano lessons as an after-school program for community education during the 2014 spring semester. Saddleback College | \$500.00 (Estimated based upon anticipated attendance) |
| John McDuffie Independent Contractor Agreement – To perform as a musician for the production of “Best Little Whorehouse in Texas” from March 31, 2014 through April 13, 2014. Saddleback College | \$480.00 |
| FunFlicks Outdoor Movies Event Rental Agreement – For outdoor theater rental on March 20, 2014. Saddleback College (ASG funds) | \$478.00 |
| Boosey & Hawkes, Inc. Rental Agreement – To rent instruments for the Choral Department performance of “Mass” on May 17, 2014. Irvine Valley College | \$425.74 |
| Bruce Babad Independent Contractor Agreement – To perform as a guest artist for Saddleback College Music Program on March 10, 2014. Saddleback College | \$400.00 |
| David Lisker Independent Contractor Agreement – To perform as a guest artist for a concert on May 18, 2014. Irvine Valley College | \$400.00 |
| Valentina Gottlieb Independent Contractor Agreement – To perform as a guest artist at the Irvine Valley Performing Arts Center on May 18, 2014. Irvine Valley College | \$400.00 |
| Sean Wojcik Independent Contractor Agreement – To perform as a guest speaker for “A Multi-Method Approach to Measuring Subjective Well-Being” on April 24, 2014. Saddleback College (ASG Funds) | \$350.00 |
| Svetlana Bershadsky Independent Contractor Agreement – To perform as a guest speaker for “We All Know Exercise is Good for Us So Why Don’t We All Do it” on May 1, 2014. Saddleback College (ASG Funds) | \$350.00 |
| Alan Deremo Independent Contractor Agreement – To perform as a musician for the production of “Best Little Whorehouse in Texas” from April 1-13, 2014. Saddleback College | \$320.00 |
| Dr. Lorna Griffitt Independent Contractor Agreement – To present a Piano Masterclass on May 15, 2014. Irvine Valley College | \$300.00 |

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| Ning An Independent Contractor Agreement – To present a Piano Masterclass on May 8, 2014. Irvine Valley College | \$300.00 |
| Rufus Choi Independent Contractor Agreement – To present a Piano Masterclass on May 8, 2014. Irvine Valley College | \$300.00 |
| Toni Helms Independent Contractor Agreement – To perform as a musician for the IVC Theatre Department performance of “Lend Me a Tenor” from March 18, 2014 through April 14, 2014. Irvine Valley College | \$250.00 |
| Charles Morillas Independent Contractor Agreement – To perform as a guest artist for the Noon Concert Hour on March 6, 2014. Saddleback College | \$200.00 |
| George Thatcher Independent Contractor Agreement – To perform as a guest artist for the Noon Concert Hour on March 6, 2014. Saddleback College | \$200.00 |
| Scott Whitfield Independent Contractor Agreement – To perform as a guest artist for the Noon Concert Hour on March 6, 2014. Saddleback College | \$200.00 |
| Dominic White Independent Contractor Agreement – To perform as a musician for the production of “Best Little Whorehouse in Texas” on April 1, 2014. Saddleback College | \$80.00 |
| St. Baldrick’s Foundation Agreement – For head shave event to help raise funds for pediatric cancer research. Saddleback College | \$0.00 |
| Crystal Cove Alliance Agreement – To host Beginning Sketching class for Emeritus Institute for summer 2014 summer session. Saddleback College | \$0.00 |
| JR Johnson, MD Inc. Agreement – To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College | \$0.00 |
| HRC Reproductive Surgical Associates Agreement – To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College | \$0.00 |
| Newport Children’s Medical Group Agreement – To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College | \$0.00 |

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

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| OC Dermatology Agreement – To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College | \$0.00 |
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TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College and Saddleback College: Grant Acceptance,
AB86 Adult Education Consortium Planning Grant

ACTION: Approval

BACKGROUND

The South Orange County Community College District (Irvine Valley College to be fiscal agent) has received a \$388,469.00 noncompetitive grant from the California Community Colleges Chancellor's Office (CCCCO) funded through AB86, Section 76, Article 3 to improve adult education in the region. AB86 funding has been provided to each of 72 consortia in alignment with district service areas to use a consortium approach to integrate existing programs and create seamless transitions into postsecondary education or the workforce. The state of California has identified five program areas in adult education for which regional consortia will be required to identify and address existing gaps in programs and services. Planning and implementation funds are a one-time funding source to address 1) elementary and secondary basic skills; 2) immigrant eligible adult education services; 3) education programs for adults with disabilities; 4) short-term career technical education programs with high employment potential; and 5) programs for apprentices.

STATUS

Irvine Valley College and Saddleback College will collaborate with our partner K-12 school districts to determine how best to improve the delivery of adult education in the region, as outlined by AB86, Section 76, Article 3, in the State of California. The Grant Application Abstract and Grant Agreement are presented in Exhibit A. The performance period is from March 5, 2014 through June 30, 2015.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept this award of \$388,469.00 from the CCCCCO for the AB86 Adult Education Consortium Planning Grant, RFA No. 13-328-062.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
UNIT APPLYING: IRVINE VALLEY COLLEGE**

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

1. **PROJECT TITLE:** AB86 Adult Education Consortium Planning Grant
2. **PROJECT DIRECTOR:** Beverly DeNicola
3. **PROJECT ADMINISTRATOR:** Cathleen Greiner
4. **GRANTOR AGENCY:** California Community Colleges Chancellor's Office
5. **FUNDING SOURCE:** AB86, Section 76, Article 3
6. **STARTING AND ENDING DATES OF THE PROJECT:** March 5, 2014 to June 30, 2015

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

AB86 regional consortia of K-12 and community college districts have received funding to collaborate regionally to develop plans for expanding and improving adult education services by creating linkages between the two educational systems. Irvine Valley College and Saddleback College will form a consortium with K-12 partner districts: Capistrano Unified, Irvine Unified, Laguna Beach Unified, Saddleback Valley Unified, and Tustin Unified to identify common ground across historical geographic and cultural boundaries to provide seamless transitions for adult education students.

8. **SUMMARY BUDGET**

| Grant Award | In Kind Matching | Indirect Costs | Project Total |
|-------------|------------------|----------------|---------------|
| \$373,528 | \$ | \$14,941 | \$388,469 |

9. **APPROVALS**


Division/School Dean

 3/20/14
on behalf of CS
Vice President of Instruction/Students


President

Vice Chancellor, Technology & Lrng Serv

Chancellor

EXPENDITURES SUMMARY

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

| | GRANT (Amount) | MATCHING* (In-Kind/Actual) | SOURCE OF MATCH (Partnership/College/Vendor) |
|--|-------------------|-------------------------------|---|
| 1000 Certificated Salaries | \$ _____ | \$ _____ | _____ |
| 2000 Classified Salaries | \$ <u>135,000</u> | \$ _____ | _____ |
| 3000 Benefits | \$ <u>62,000</u> | \$ _____ | _____ |
| 4000 Supplies | \$ _____ | \$ _____ | _____ |
| 5000 Contracted Services and Other Expenses | \$ <u>176,528</u> | \$ _____ | _____ |
| 6000 Capital Outlay | \$ _____ | \$ _____ | _____ |
| 7000 Other Charges (e.g.: Indirect Costs) | \$ <u>14,941</u> | \$ _____ | _____ |
| TOTALS | \$ <u>388,469</u> | \$ _____ | |

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

PROJECT PERSONNEL (reflects the Expenditure Detail above)

| <u>Positions</u> | <u>Full-Time</u> | <u>Part-Time</u> | <u>New</u> | <u>Existing</u> |
|---------------------------|------------------|------------------|------------|-----------------|
| 1. Project Director (NBU) | [] | [X] | [X] | [] |
| 2. | [] | [] | [] | [] |
| 3. | [] | [] | [] | [] |

PARTNERSHIPS (if applicable)

Partnership Name/Location _____

- | | | | |
|--------------|--------------|---------------------|--|
| •Retail | •Technology | •Real Estate Public | •Public: City, Education, Municipalities |
| •Hospitality | •Health Care | •Manufacturing | •Charitable Non-Profit •Financial |

Partnership Name/Location _____

- | | | | |
|--------------|--------------|---------------------|--|
| •Retail | •Technology | •Real Estate Public | •Public: City, Education, Municipalities |
| •Hospitality | •Health Care | •Manufacturing | •Charitable Non-Profit •Financial |

**THIS FORM MAY NOT BE REPLICATED
AND UNDER NO CIRCUMSTANCES CAN THE LANGUAGE BE ALTERED**

| | |
|---|---|
| BOG, California Community Colleges Chancellor's Office - 6870 | DISTRICT USE ONLY |
| | District (Grantee): <u>South Orange County CCC (Irvine College)</u> |
| | College: <u>N/A</u> |

| | |
|--|--|
| Grant Agreement | BOG-CCCCO USE ONLY |
| Workforce and Economic Development Division | Grant Agreement No.: 13 - 328 - 062 |
| AB 86 Adult Education Consortium Planning Grant | Funding Fiscal Year |
| RFA # 13 - 328 | <u>2013-14</u> Total Amount Encumbered : \$ 388,469 |

This grant is made and entered into, by and between, the BOG, California Community Colleges Chancellor's Office and the aforementioned district, hereafter referred to as the Grantee. The grant shall consist of this Grant Agreement face sheet and the Grantee's application, with all required forms. The RFA Specification and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 12/13 and II, Rev. 11/12), as set forth in the RFA Instructions are incorporated into this grant by reference.

The total amount payable for this grant shall not exceed the amount specified above as "Amount Encumbered".

The term of this grant shall be from March 5, 2014 to June 30, 2015. The Final Report must be submitted within 60 of the grant end date.

Funding under this grant is contingent upon the availability of funds, and is subject to any additional restrictions, limitations or conditions enacted in the state budget and/or Executive Orders that may affect the provisions, term, or funding of this agreement in any manner.

| | |
|---|---|
| GRANTEE | |
| Project Director: Debra L. Fitzsimons | Total Grant Funds Requested: \$ <u>388,469</u> |
| Signature, Chief Executive Officer (or authorized Designee) | |
| Date: | |
| Print Name/Title of Person Signing: | District Address: 28000 Marguerite Parkway Mission Viejo, CA 92692 |

| | | | | | |
|-------------------------------------|------------------------------|----------------|--|--------------------|----------------|
| STATE OF CALIFORNIA | | | | | |
| Project Monitor: Neil Kelly | | | Agency Address: 1102 Q Street, Suite 4554 Sacramento, CA 95811-6539 | | |
| Item: | Object of Expenditure | Chapter | Statute | Fiscal Year | Amount |
| 6870 - 101 - 0001 (25) | 3235 - 751 - 10025 | 20 | 2013 | 2013-2014 | \$ 388,469 |
| - | - | | | | |
| Total Amount Encumbered : \$ | | | | | 388,469 |

Signature, Accounting Manager (or Authorized Designee) Budgeted funds are available for the period and purpose of the expenditures stated above.

Date:

Signature, Deputy Chancellor (or authorized Designee)

Date:

Print Name/Title of Person Signing:
Erik Skinner, Deputy Chancellor

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Saddleback College, Cogeneration & Central Plant Operation, Maintenance Equipment Refresh & Environmental Compliance Services, Bid No. 2009 Change Order No.1, Veolia Energy Solutions, LLC

ACTION: Approval

BACKGROUND

On September 23, 2013, the Board awarded a five-year contract for Cogeneration and Central Plant Operation, Maintenance Equipment Refresh and Environmental Compliance Services, Bid No. 2009, to Veolia Energy Solutions, LLC in the amount of \$2,788,000. Upon award of contract, Veolia Energy Solutions, LLC has the responsibility to identify repairs to the equipment and systems that could not be identified prior to the bidding process. Upon completion of these repairs, Veolia Energy Solutions, LLC will accept liability for all additional repairs to all cogeneration and central plant equipment for the remaining term of the contract.

STATUS

EXHIBIT A describes the requested repairs to ensure continuous operations of the cogeneration and central plant equipment contained in Change Order Request (COR) No. 1. Approval of this COR will result in an increase of \$262,600 in total project cost. Approval of this COR will bring the revised total contract amount to \$3,050,600.

Funds are available from Saddleback College's portion of the state schedule maintenance program.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Change Order Request No. 1 (EXHIBIT A) to the Cogeneration and Central Plant Operation, Maintenance Equipment Refresh and Environmental Compliance Services agreement with Veolia Energy Solutions, LLC in the amount of \$262,600 for a revised total contract amount of \$3,050,600.

Cogeneration Central Plant Operation, Maintenance Equipment Refresh, Environmental Compliance Services
Saddleback College
Bid No. 2009

Board Change Order No. 1

April 28, 2014

| Bid Package Description | Contractor | Contract Amount | Previously Approved CORs | BCO COR Total | Revised Contract Amount |
|--|--|------------------------|---------------------------------|----------------------|--------------------------------|
| Operation, Maintenance, Environmental Compliance | Veolia Energy Solutions, LLC 715 West 3rd Street Los Angeles, CA 90071 | \$2,788,000 | \$0 | \$262,600 | \$3,050,600 |

| | Description | Amount | Time Extension |
|----------------------------------|---|------------------|-----------------------|
| 1 | Absorption Chiller: Repair multiple vacuum leaks Replace and repair instrumentation (gauges) | \$12,000 | 0 |
| 2 | Engine 02 Kato generator general overhaul; OEM Maintenance to includes bearing replacement. Rotors need to removed, cleaned and tested. | \$25,000 | 0 |
| 3 | HW bypass valve near 600T chiller leaking and needs to be rebuilt (service kit and labor) | \$1,500 | 0 |
| 4 | HW isolation valves at HW pumps need to be replaced (3 each @ \$1,000 each) | \$3,000 | 0 |
| 5 | Insulation repair and replacement, miscellaneous locations | \$2,500 | 0 |
| 6 | Radiator 01 motor replacement | \$2,500 | 0 |
| 7 | Radiator 02 motor replacement | \$2,500 | 0 |
| 8 | Repair Pressure fitting on HW supply line behind boiler 01; leaking | \$100 | 0 |
| 9 | Repair roof top makeup air Evaporative Coolers | \$3,800 | 0 |
| 10 | Roof patch and repair around Evaporative Coolers | \$2,500 | 0 |
| 11 | HW Continuous vent valve, leak above stairs to office needs to be replaced | \$100 | 0 |
| 12 | Engine Controls Phase I: Provide remote access via web Replace controls software and provide all necessary programing Provide PLC Ethernet network capability and all necessary programing Provide adequate seat licenses for Viola and Saddleback Personal Ring out all PLC points, verify and update all flags Map and provision PLC output points to college Building Management System Additional instrumentation for KPI | \$67,100 | 0 |
| 13 | Engine Controls Phase II: Replacement of the Allen Bradley SLC 5/03 with SLC 5/05 CPUs Provide and install a Difi module in each of the three plus to convert Allen Bradley PLC points to the Modbus for use interface with the campus wide energy management system. Meetings, programing, coordination and commissioning of each PLC. | \$140,000 | 0 |
| TOTAL THIS CHANGE REQUEST | | \$262,600 | 0 |

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Saddleback College, Photo-Radio-Television Renovation Project, Award of Bid, Harbor Construction Co., Inc.

ACTION: Approval

BACKGROUND

On June 25, 2012, the Board approved funding for the Saddleback College Library Renovation project which has since been named the Photo-Radio-Television Renovation project by the college.

STATUS

On January 22, 2014, thirteen bidders attended a mandatory job walk held at Saddleback College for Bid No. 2014, the Photo-Radio-Television Renovation project. Ten contractors submitted prequalifications with five contractors prequalified to bid. Five bids were received and opened on March 14, 2014. The lowest bid meeting all specifications was submitted by Harbor Construction Co., Inc. (EXHIBIT A) of Irvine, CA, in the amount of \$1,608,000.

Staff has reviewed the bid and recommends award.

Basic aid funds are available in the approved Photo-Radio-Television Renovation project budget which is \$2,622,000.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees award the Photo-Radio-Television Renovation project and approve the construction agreement (EXHIBIT B) with Harbor Construction Co., Inc. in the amount of \$1,608,000.

BID NO. 2014
Saddleback College
Photo-Radio-Television Renovation Project
April 28, 2014

| <u>COMPANY NAME</u> | <u>AMOUNT</u> |
|--|----------------------|
| G2K Construction, Inc. | \$1,996,000 |
| **Dalke & Sons Construction, Inc. | \$1,544,380 |
| H.A. Nichols Co., Inc. | \$1,765,000 |
| *Harbor Construction Co., Inc. | \$1,608,000 |
| Sanders Construction Services | \$1,849,000 |

*Recommended firm

** Information for Bidders, Item No. 1. required preparation of Bid Form which was not complete; therefore, bidder was disqualified.

CONSTRUCTION AGREEMENT – SADDLEBACK COLLEGE PHOTO-RADIO-TELEVISION RENOVATION PROJECT

THIS AGREEMENT, dated the 28th day of April, 2014, in the County of Orange, State of California, is by and between South Orange County Community College District, (hereinafter referred to as "DISTRICT") 28000 Marguerite Pkwy, Mission Viejo, CA 92692, and Harbor Construction Co., Inc., (hereinafter referred to as "CONTRACTOR") 15520 Rockfield Blvd., Suite B, Irvine, CA 92618, 949.457.1888.

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

1. CONTRACTOR agrees to complete the Project known as Saddleback College Photo-Radio-Television Renovation according to all the terms and conditions set forth in the Project Documents, including but not limited to the Notice Calling For Bids, Information for Bidders, Bid Form, Bid Security, Designation of Subcontractors, Information Required of Bidder, all prequalification forms submitted pursuant to Public Contract Code Section 20111.5, if any, Non-collusion Affidavit, Workers' Compensation Certificate, Faithful Performance Bond, Payment Bond, Escrow Agreement, if applicable, Drug-Free Workplace Certification, Change Orders, Shop Drawing Transmittals, Insurance Certificates and Endorsements, Guarantees, Contractor's Certificate Regarding Non-Asbestos Containing Materials, Disabled Veteran Business Enterprises Certification, if applicable, General Conditions, Supplemental Conditions, if any, Special Conditions, if any, Drawings, Specifications, and all modifications, addenda and amendments thereto by this reference incorporated herein. The Project Documents are complementary, and what is called for by any one shall be as binding as if called for by all.

2. CONTRACTOR shall perform within the time set forth in Paragraph 4 of this Agreement everything required to be performed, and shall provide, furnish and pay for all the labor, materials, necessary tools, expendable equipment, and all taxes, utility and transportation services required for construction of the Project. All of said work shall be performed and completed in a good workmanlike manner in strict accordance with the drawings, specifications and all provisions of this Agreement as hereinabove defined and in accordance with applicable laws, codes, regulations, ordinances and any other legal requirements governing the Project. The CONTRACTOR shall be liable to the DISTRICT for any damages arising as a result of a failure to fully comply with this obligation, and the CONTRACTOR shall not be excused with respect to any failure to so comply by any act or omission of the Architect, Engineer, Inspector, Division of State Architect, or representative of any of them, unless such act or omission actually prevents the CONTRACTOR from fully complying with the requirements of the Project Documents, and unless the CONTRACTOR protests at the time of such alleged prevention that the act or omission is preventing the CONTRACTOR from fully complying with the Project Documents. Such protest shall not be effective unless reduced to writing and filed with the DISTRICT within three (3) working days of the date of occurrence of the act or omission preventing the CONTRACTOR from fully complying with the Project Documents.

3. DISTRICT shall pay to the CONTRACTOR, as full consideration for the faithful performance of this Agreement, subject to any additions or deductions as provided in the Project Documents, the sum of One Million Six Hundred Eight Thousand Dollars (\$1,608,000).

4. The work shall be commenced on or before the tenth (10th) day after receiving the DISTRICT'S Notice to Proceed and shall be completed within One Hundred Sixty (160) consecutive calendar days from the date specified in the Notice to Proceed.

5. **Time is of the essence.** If the work is not completed in accordance with Paragraph 4 above, it is understood that the DISTRICT will suffer damage. It being impractical and infeasible to determine the amount of

actual damage, in accordance with Government Code Section 53069.85, it is agreed that CONTRACTOR shall pay to DISTRICT as fixed and liquidated damages, and not as a penalty, the sum of Two Thousand Dollars (\$2,000.00) for each calendar day of delay until work is completed and accepted. Time extensions may be granted by the DISTRICT as provided in Article 64 of the General Conditions. Liquidated damages shall be imposed as set forth in Article 64 of the General Conditions.

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

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

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

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

7. Hold Harmless and Indemnification. To the fullest extent permitted by law, the CONTRACTOR, at the CONTRACTOR's sole cost and expense, agrees to fully defend, indemnify and hold harmless, the DISTRICT, including but not limited to any of its governing board members, officers, employees, Construction Manager, Architect, and all other Agents and Representatives, from and against any and all claims, actions, demands, costs, judgments, liens, penalties, liabilities, damages, losses, anticipated losses of revenues, and expenses, including any fees of accountants, attorneys or other professionals, arising out of, in connection with, resulting from or related to, or claimed to be arising out of, in connection with, resulting from or related to any act or omission by the CONTRACTOR or any of its officers, agents, employees, subcontractors, sub-subcontractors, any person performing any of the work pursuant to a direct or indirect contract with the CONTRACTOR or individual entities comprising the CONTRACTOR, in connection with or relating to, or claimed to be in connection with or relating to the work, this Agreement, or the Project, including but not limited to any costs or liabilities arising out of or in connection with:

- (a) failure to comply with any applicable law, statute, code, ordinance, regulation, permit or orders;
- (b) any misrepresentation, misstatement or omission with respect to any statement made in the Project Documents or any document furnished by the CONTRACTOR in connection therewith;
- (c) any breach of duty, obligation or requirement under the Project Documents;

- (d) any failure to coordinate the work of other contractors;
- (e) any failure to provide notice to any party as required under the Project Documents;
- (f) any failure to act in such a manner as to protect the DISTRICT and the Project from loss, cost, expense or liability; or
- (g) any failure to protect the property of any utility company or property owner.

This indemnity shall survive termination of the contract or final payment thereunder. This indemnity is in addition to any other rights or remedies which the DISTRICT may have under the law or under the Project Documents. In the event of any claim or demand made against any party which is entitled to be indemnified hereunder, the DISTRICT may in its sole discretion reserve, retain or apply any monies due to the CONTRACTOR under the Project Documents for the purpose of resolving such claims; provided, however, that the DISTRICT may release such funds if the CONTRACTOR provides the DISTRICT with reasonable assurance of protection of the DISTRICT's interests. The DISTRICT shall in its sole discretion determine whether such assurances are reasonable.

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

| | |
|--|-------------|
| Public Liability Insurance for injuries including accidental death, to any one person in an amount not less than | \$2,000,000 |
| Subcontractors of every tier | \$1,000,000 |
| and | |
| Subject to the same limit for each person on account of one accident, in an amount not less than | \$2,000,000 |
| Subcontractors of every tier | \$1,000,000 |
| Property Damage Insurance in an amount not less than | \$2,000,000 |
| Subcontractors of every tier | \$1,000,000 |
| Course of Construction Insurance without exclusion or limitation in an amount not less than | \$2,000,000 |
| Excess Liability Insurance (Contractor only) | \$2,000,000 |

Insurance Covering Special Hazards: The following special hazards shall be covered by rider or riders to above-mentioned public liability insurance or property damage insurance policy or policies of insurance, or by special policies of insurance in amounts as follows:

Automotive and truck where operated in amounts as above

Material hoist where used in amounts as above

Waiver of Subrogation

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

The provisions of this section are intended to restrict each party to recovery against insurance carriers only to the extent of such coverage and waive fully and for the benefit of each, any rights and/or claims which might give rise to a right of subrogation in any insurance carrier. The District and the Contractor shall each obtain in all policies of insurance carried by either of them, a waiver by the insurance companies there under of all rights of recovery by way of subrogation for any damages or claims covered by the insurance.

Additional Insured Endorsement Requirements

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

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

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

from the escrow agent all securities, interest and payments received by escrow agent from DISTRICT pursuant to the terms of Section 22300.

10. If CONTRACTOR is a corporation, the undersigned hereby represents and warrants that the corporation is duly incorporated and in good standing in the State of California, and that Steven R. Padula, whose title is President, is authorized to act for and bind the corporation.

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

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

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

DISTRICT

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT CONTRACTOR

Dr. Debra L. Fitzsimmons
Vice Chancellor, Business Services

Steven R. Padula
President

Date

Date

Contractor's License No.

Tax ID/Social Security No.

(CORPORATE SEAL OF CONTRACTOR,
if corporation)

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Board Policy Revision: BP-5140 Disabled Students
Programs and Records, BP-4054 Political Activities, BP-2210
HIPAA/CMIA Privacy Policy

ACTION: Review / Study

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

Three board policies are presented to the Board of Trustees for "Review/ 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 Council on April 17, 2014 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 C.

BOARD POLICY

5140

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

DISABLED STUDENTS PROGRAMS AND SERVICES

Students with disabilities shall be provided with ~~assistance in the regular~~ accommodations in the educational programs in the District to the extent possible.

The Disabled Students Programs and Services (DSPS) program shall be the primary provider for support programs and services that facilitate equal educational opportunities for disabled students who can ~~profit~~ benefit from instruction as required by federal and state laws.

DSPS services shall be ~~available—provided~~ to students with ~~disabilities—verified—~~ a verified disability through the DSPS departmentCenter. The services to be provided include, but are not limited to, reasonable accommodations, academic ~~adjustments~~ accommodations, technology accessibility, accessible facilities, equipment, instructional programs, rehabilitation counseling and academic counseling.

No student with disabilities is required to participate in the Disable Students Programs and Services program.

~~The District shall comply with all requirements established by the relevant law and regulations.~~
The District shall respond in a timely manner to accommodation requests involving academic accommodation. The District shall establish a procedure to implement this policy which, at a minimum, provides for an individualized review of each such request, and permits interim decisions on such requests pending final resolution by the appropriate administrator or designee.

References:

*Education Code Sections 67310 and 84850;
Title 5 Sections 56000 et seq.*

BOARD POLICY

4054

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES

POLITICAL ACTIVITIES

The Board of Trustees establishes the following rules and regulations relating to the political activities of officers and employees during working hours:

1. Employees shall not use District funds, services, supplies, or equipment to urge the passage or defeat of any ballot measure or candidate, including, but not limited to, any candidate for election to the Board of Trustees.
2. This policy prohibits political activity only during an employee's working hours, and shall not be construed to prohibit an employee from urging the support or defeat of a ballot measure or candidate during nonworking time. "Non-working time" means time outside an employee's working hours, whether before or after school or during the employee's luncheon period or other scheduled work intermittency during the school day.

References:

California Education Code, Sections 7054 (b), 7055, and 7056
Government Code, Section 8314

| |
|---|
| Reviewed by BPARC on 03-14-14 No recommended change to policy. |
|---|

Adopted: 6-04-69
Revised: 4-24-89
Revised: 4-26-99
Revised: 1-31-05

(7370)

BOARD POLICY

2210

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

ADMINISTRATION

HIPAA/CMIA PRIVACY POLICY

A. Purpose

~~Medical information regarding an individual is protected by the Confidentiality of Medical Information Act (CMIA), Calif. Civil Code, Section 56 et. seq., and may be protected by the Health Insurance Portability Accountability Act (HIPAA), Public Law 104-196. It is the intent of the South Orange County Community College District ("District") to protect the privacy of medical information in accordance with these laws.~~

~~This policy is intended to do the following:~~

- ~~1. Serve as a foundation for the District's privacy practices;~~
- ~~2. Describe what health or health-related information is considered private;~~
- ~~3. Outline, in part, individual rights regarding private medical information (PMI); see Section B.8 for definition of PMI;~~
- ~~4. Designate the HIPAA Privacy Officer and Complaint Official; and~~
- ~~5. Require employee training in Protected Health Information (PHI). PHI is defined as "individually identifiable information, in electronic, paper or oral form, which is created or received by or on behalf of the District or its health care components."~~

~~The colleges and the District Office shall also be responsible for developing additional policies and procedures as necessary to safeguard PMI. Such policies are subject to approval by the Privacy Officer and must be consistent with this policy. Any and all policies and procedures relating to the subject matter of the policy in existence at the time this policy is adopted by the District's Board of Trustees shall be subject to this policy. As part of the implementation of this policy, the Privacy Officer shall review and revise any and all existing District policies and procedures relating to the subject matter of this policy, including but not limited to those policies and procedures utilized by Saddleback College's Student Health Center and Irvine Valley College's Health and Wellness Center. This Policy pertains to all District individuals who have access to, use, or disclose PMI. The District's Privacy Officer develops and implements policies and procedures with respect to HIPAA compliance and receives HIPAA non-compliance allegations.~~

Adopted: 8-29-05

Revised: 9-24-09

[Review Only:](#)

B. Definitions

1. Authorization

~~Authorization means the execution of a written document required for the District to use or disclose PHI. Authorization must be obtained in advance of use or disclosure except for purposes of emergency treatment. The Authorization attached hereto as Exhibit "A" to this Policy is the only form approved for use by District employees.~~

2. Business Associate

~~A Business Associate (BA) is a person or an entity not a member of the District's workforce who performs a function and/or activity for a Covered Entity involving the use, disclosure or creation of PHI. The function and/or activity performed does not have to be a covered function and/or activity, but must be a function and/or activity that the Covered Entity would have had to perform themselves. All entities that perform as a BA of the District will be required to enter into a BA Agreement with the District. A BA could be, for example, a copy service that has access to PHI, or a flexible spending account's third party administrator.~~

3. Covered Entity

~~A "Covered Entity" is a health plan, a health care clearinghouse, or a health care provider that transmits any health information in electronic form in connection with a HIPAA transaction as defined by HIPAA (45 C.F.R. § 160.103).~~

4. Covered Functions

~~Covered functions refers to those functions of a covered entity, the performance of which subjects the covered entity to the HIPAA requirements, i.e. use, disclosure, or creation of PHI.~~

5. Hybrid Entity

~~A hybrid entity is a single legal entity, portions of which are covered entities within the meaning of the HIPAA that perform covered functions. The District is such a hybrid entity (45 C.F.R. § 160.103). The District's operations which perform covered functions and, therefore, are designated as health care components, are: the District's Student Health Center at Saddleback College and the Health and Wellness Center at Irvine Valley College, which engage in standard electronic HIPAA transactions.~~

Adopted: 8-29-05

Revised: 9-24-09

[Review Only:](#)

~~6. Limited Data Sets~~

~~PHI that excludes the direct identifiers of the individuals, relatives, employers, or household members of the individual, listed below in subsections (a) through (p); constitutes a limited data set. Limited data sets may be used or disclosed, without written authorization, where three criteria are met: (1) the use and/or disclosure is only for purposes of research, public health, or health care operations; (2) the covered entity obtains a data use agreement from the recipient whereby the recipient agrees to limit the use of the limited data set to the purpose allowed by the rules, to limit who can use or receive the data and not to re-identify the data or contact the individuals; and (3) where the covered entity does not have knowledge that the remaining information can be used to identify an individual.~~

- ~~a. Names;~~
- ~~b. Postal address information, other than town or city, State, and zip code;~~
- ~~c. Telephone numbers;~~
- ~~d. Fax numbers;~~
- ~~e. Electronic mail addresses;~~
- ~~f. Social security numbers;~~
- ~~g. Medical record numbers;~~
- ~~h. Health plan beneficiary numbers;~~
- ~~i. Account numbers;~~
- ~~j. Certificate/license numbers;~~
- ~~k. Vehicle identifiers and serial numbers, including license plate numbers;~~
- ~~l. Device identifiers and serial numbers;~~
- ~~m. Web Universal Resource Locators (URLs);~~
- ~~n. Internet Protocol (IP) address numbers;~~
- ~~o. Biometric identifiers, including finger and voice prints; and~~
- ~~p. Full face photographic images and any comparable images.~~

~~7. Notice of Privacy Practices~~

Adopted: 8-29-05

Revised: 9-24-09

[Review Only:](#)

~~_____ The District shall issue a "District Notice of Privacy Practices" for its Covered Entities. The notice shall specify individual rights under HIPAA as well as the District's contact information and the method of filing a complaint.~~

~~_____ 8. Private Medical Information~~

~~_____ For purposes of this policy, Private Medical Information (PMI) includes medical and psychological information covered by both HIPAA and the CMIA. PMI is any information that could specifically identify an individual's past, present, or future health condition. For example, medical billing records and a doctor's note. As a precautionary measure, all medical information shall be treated by District employees as PMI unless it can be clearly demonstrated to the Privacy Officer that said information is outside the scope of HIPAA or the CMIA.~~

~~_____ 9. Security~~

~~_____ Security in this policy is defined as all measures taken by the District and its agents, contractors, officers and employees to insure that PMI is protected in a manner which complies with the HIPAA and the CMIA. Security measures include, but are not limited to, policies, procedures, practices, directives, manuals, training, and methods as they relate to compliance with HIPAA and the CMIA. Security measures may also include mechanical and technological protections such as locks, secure access rooms and containers, computer hardware and software with security levels and protocols, secure communication devices and settings, and any other method, device or practice that limits improper access to PHI.~~

~~C. Policy~~

~~_____ 1. Allowable Uses/Disclosures of PHI~~

~~_____ PMI shall only be used and/or disclosed on a need to know basis or where authorization has been received. In general, PMI may not be used or disclosed by the District without an authorization except in the following circumstances:~~

- ~~_____ a. When the information is provided to the individual whose PMI it is;~~
- ~~_____ b. When the information is required by the United States Secretary of Health and Human Services to investigate compliance with the HIPAA;~~
- ~~_____ c. When the information is requested pursuant to a valid subpoena;~~
- ~~_____ d. When the information is part of a limited data set as defined above;~~

Adopted: 8-29-05

Revised: 9-24-09

[Review Only:](#)

- ~~_____ e. When the information is provided to a business associate (safeguarded by a business associate agreement);~~
- ~~_____ f. When the information is provided to another government agency that is administering a public benefit health plan;~~
- ~~_____ g. When the individual, whose PMI is being disclosed, has been given an opportunity to contest the disclosure of PMI in advance;~~
- ~~_____ h. When the information is used for public health activities authorized by law;~~
- ~~_____ i. When disclosure of the information is necessary to report child abuse or neglect as authorized by law;~~
- ~~_____ j. When the information is provided to a person who may have been exposed to a communicable disease;~~
- ~~_____ k. When the information is disclosed to a government authority, which is authorized by law to receive reports of abuse, neglect, or domestic violence, because there is reasonable belief that the individual is a victim of abuse, neglect, and/or domestic violence;~~
- ~~_____ l. When the information is used for law enforcement purposes;~~
- ~~_____ m. When the District believes that disclosure of the information is necessary to avert a serious threat to health or safety;~~
- ~~_____ n. When the information is used for government programs providing public benefits;~~
- ~~_____ o. When the information is required for worker's compensation purposes;~~
- ~~_____ p. When the information is used or disclosed to a business associate or to an institutionally related foundation for the purpose of raising funds for its own benefit. PHI released can only be in the form of demographic information relating to an individual and dates of health care provided to an individual used for fundraising;~~
- ~~_____ q. When the information is disclosed for underwriting and related purposes.~~

~~_____ 2. Internal Audit~~

~~_____ In order to ensure appropriate use and disclosure PMI, each college and the District Office shall audit itself on a semi-annual basis. Each college and the District Office shall identify PMI in its possession, then determine whether there are potential HIPAA and CMLA violations and develop a plan for correction.~~

Adopted: 8-29-05

Revised: 9-24-09

[Review Only:](#)

~~Upon completion of the audit, the information shall be delivered to the District Privacy Officer. The Privacy Officer shall work with each college and the District Office creates a Remediation Plan, if necessary.~~

~~3. Individual Rights~~

~~An individual has the following rights as to his or her PHI protected under HIPAA. Individuals covered by HIPAA have the following rights:~~

- ~~a. The right to request restrictions on certain uses and disclosures of protected health information as provided by 45 C.F.R. § 164.522(a);~~
- ~~b. The right to receive his or her PHI confidentially as provided by 45 C.F.R. § 164.522(b), as applicable;~~
- ~~c. The right to inspect and copy his or her PHI held in the covered entity's designated record set as provided by 45 C.F.R. § 164.524;~~
- ~~d. The right to request amendments to his or her PHI held in the covered entity's designated record set as provided by 45 C.F.R. § 164.526; and~~
- ~~e. The right to receive an accounting of disclosures of protected health information as provided by 45 C.F.R. § 164.528.~~

~~For individually identifiable medical information protected by the CMIA, but not HIPAA, an employee shall have the right to review and copy his or her medical information.~~

~~4. District Privacy Official and Contact Person~~

~~The District Privacy Official is the Vice Chancellor of Technology and Learning Services. The Privacy Official is responsible for resolving complaints under HIPAA and/or the CMIA. This official shall be identified as the person to receive complaints of alleged HIPAA and/or CMIA violations. Specific duties include, but are not limited to:~~

- ~~a. Pursuant to HIPAA, develop privacy policies and procedures and the Notice of Privacy Practice;~~
- ~~b. Develop training documents for the workforce on policies and procedures regarding PHI;~~
- ~~c. Set up a complaint process and sanctions;~~
- ~~d. Track all PHI;~~

Adopted: 8-29-05

Revised: 9-24-09

[Review Only:](#)

- ~~_____ e. Ensure policies are implemented for determining when an individual can inspect, copy, amend, or request restrictions on their PHI disclosures;~~
- ~~_____ f. Receiving complaints from individuals concerning violations of HIPAA and/or CMIA and requirements;~~
- ~~_____ g. Logging all complaints received and tracking the disposition of the complaints;~~
- ~~_____ h. Reviewing complaints for allowable uses and disclosures and disposing of complaints that identify allowable uses and disclosures;~~
- ~~_____ i. Reviewing complaints for non HIPAA and/or non CMIA related issues and referring the individuals to the appropriate organization, if any;~~
- ~~_____ j. Identifying and investigating all HIPAA and/or CMIA related complaints including allegations of: inappropriate use or disclosure of PMI; inappropriate disposal of PMI; denial of access to PMI; denial of amendments to PMI;~~
- ~~_____ k. Coordinating and collaborating with members of the workforce to investigate and develop actions to resolve the complaints;~~
- ~~_____ l. Resolving complaints, seeking approval of the resolution (from the complainants) and overseeing implementation of the resolution; Resolutions can include changes in business practices or information technology changes; personnel actions; contract changes or terminations, etc.;~~
- ~~_____ m. Serving as the District's liaison with the federal and/or state government with respect to any inquiries into HIPAA and/or CMIA privacy violation complaints.~~

~~_____ The District's Contact Person for complaints concerning HIPAA and/or the CMIA, as well as questions regarding the Notice of Privacy Practices is the Vice Chancellor of Technology and Learning Services.~~

~~_____ 5. Sanctions and Penalties~~

~~_____ Employees may be subject to discipline, up to and including termination for violations of this policy, which includes the inappropriate use or disclosure of PMI, in accordance with existing provisions of law, policies of the Board of Trustees, or applicable collective bargaining agreements.~~

~~_____ In addition, federal authorities may sanction employees and the District for violations of the HIPAA privacy rule as follows:~~

Adopted: 8-29-05

Revised: 9-24-09

[Review Only:](#)

~~_____ a. Civil penalties of not more than \$100 per incident. Not more than \$25,000 per person, per calendar year, per standard;~~

~~_____ b. Criminal penalties for violations of the Privacy Rule:~~

~~_____ 1) A person who knowingly and in violations of the privacy rule either (a) obtains individually identifiable health information relating to an individual; or (b) discloses individually identifiable information to another person may have a criminal penalty assessed against them. Any violator may be fined up to \$50,000 or imprisoned for up to one (1) year, or both;~~

~~_____ 2) Where a known violation is committed under false pretenses, the person may be fined up to \$100,000 or imprisoned for up to five (5) years, or both;~~

~~_____ 3) Where a known violation is committed with the intent to sell, transfer, or use individually identifiable health information for commercial advantage, personal gain, or malicious harm, a person can be fined up to \$250,000, and/or incarcerated for not more than ten (10) years.~~

~~_____ Any violation of CMIA that results in economic loss or personal injury to a patient is punishable as a misdemeanor. Any person and/or entity that negligently, knowingly, or willfully disclose medical information, in violation of CMIA, may be assessed fines or civil penalties.~~

~~_____ 6. Training~~

~~_____ The District shall train employees so that they understand their obligations under this policy. The training requirement may be satisfied by providing new employees with a copy of this privacy policy and documenting that new members have reviewed the policies. From time to time, the District may provide training through live instruction, video presentations, or interactive software programs.~~

~~_____ 7. Audit and Compliance~~

~~_____ Each college and the District Office is responsible for compliance with this policy. The Privacy Officer may, in his or her discretion, audit and examine the procedures and practices of any college and the District Office to ascertain compliance with the requirements of this policy.~~

RECOMMEND TO DELETE BP- 2210 and ADD AR-2210

Adopted: 8-29-05

Revised: 9-24-09

[Review Only:](#)

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Board Policy Revision: BP-180 Respectful Interactions and Collaboration, BP-3007 Cash Handling, BP – 5410 Student Equity, BP-2150 Smoke Free District, BP-4014 Smoking

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

Five board policies are presented to the Board of Trustees 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 Council on March 20, 2014 for review and recommendation to the Chancellor.

RECOMMENDATION

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

BOARD POLICY

180

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

RESPECTFUL INTERACTIONS AND COLLABORATION

The South Orange County Community College District board of trustees, chancellor, presidents, administrators and managers, faculty, students, and staff, **shall** foster a district-wide culture of mutually respectful interactions, cooperation, and a climate of civility.

It is recognized that disagreement and informed debate may occur in an academic setting. This Policy does not seek to abridge for any purpose the freedoms of employees, students, or the public, nor support retaliatory behavior for any reason.

BOARD POLICY

3007

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

BUSINESS

CASH HANDLING

The SOCCCD will ensure that proper internal controls are in place for cash collections and cash handling.

Cash is defined as coin, currency, check, money order, and credit/debit card transactions. The emphasis should be on internal controls, including segregation of duties, safeguarding of assets, and authorization of cash collection points.

The Chancellor shall establish administrative regulations for proper cash handling.

BOARD POLICY

5410

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

STUDENT EQUITY

The Board of Trustees is committed to assuring student equity in educational programs and College services. The President at each College shall establish and implement a student equity plan that meets Title 5 standards.

Reference:

Education Code Section 66030, et. seq.

Title 5, Section 54220

BOARD POLICY

2150

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

ADMINISTRATION

SMOKE FREE DISTRICT

It is the intent of the South Orange County Community College District to maintain an educational and workplace environment that is conducive to the health and safety of our students and employees.

Realizing the health hazards posed by smoking and by second-hand smoke, it is the policy of the South Orange County Community College District to maintain a smoke free environment for all district sites. The use of tobacco products is prohibited within or on any district facility or property.

This policy pertains to students, faculty, staff, administrators, visitors and the general public attending events at any site within the district. Additionally, this policy shall apply to all district facilities, owned or leased, regardless of location, and all state and auxiliary vehicles.

Tobacco products include but are not limited to the burning of any type of cigar, cigarette or pipe. Uses of a electronic cigarettes (vapor) or smokeless/chewing tobacco are also prohibited.

Tobacco products shall not be commercially sold or distributed in any manner on any district site. This includes free samples distributed by vendors. Advertising and sponsorship of events by tobacco companies is also prohibited.

The District and colleges shall make available to students and employees information about smoking-cessation programs. Signage will be posted as appropriate.

NOTE: This board policy is not to be implemented until the related administrative regulation (AR-2150 – Smoke Free District) is approved so that both may be put into practice together. The current BP-4014- Smoking and AR-4014 Smoking, will be deleted following approval of new administrative regulation.

BOARD POLICY

4014

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

PERSONNEL

SMOKING

~~Consistent with the requirements of state law, no person shall engage in the smoking of tobacco products in an enclosed space at any District facility, or within 25 feet of such facility.~~

Reference:

~~——— Labor Code; C-6404.5~~

~~——— Health & Safety Code 118910~~

DELETE – See new BP 2150 Smoke Free District. A new companion AR-2150 Smoke Free District is being developed.

UPON APPROVAL OF NEW AR-2150, FORMER BP-4014 and AR-4014 WILL BE DELETED and NEW BP/AR-2150 WILL BE IMPLEMENTED.

Adopted: 12-05-88
Revised: 4-26-99
Revised: 1-20-04
Reviewed: 3-28-11

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: 2014-2015 Full-Time Faculty Hiring Amendment

ACTION: Approval

BACKGROUND

A priority in advancing the missions of Irvine Valley College (IVC) and Saddleback College (SC) is to hire qualified full-time faculty. IVC's DSPS student population has increased by 85% in the last four years. In an effort to meet the institution's obligation to provide academic accommodations in a timely manner, IVC requests to hire a full-time DSPS counselor.

The Board previously approved the 2014-2015 full-time faculty hiring agenda item on October 28, 2013.

The California State Chancellor's office finalized the DSPS allocation on January 8, 2014, which provided the categorical funding for a new DSPS Counselor position. IVC requests the full-time faculty hiring list be modified to include the new DSPS Counselor position.

STATUS

Through the collegial consultation processes at IVC, a new full-time faculty DSPS Counselor position was approved by the Academic Senate on March 6, 2014. The college president has reviewed the faculty hiring priority recommendations and has submitted to the Chancellor his recommendation to amend the 2014-2015 full-time faculty hiring list to include this new position as shown on Exhibit A.

The DSPS Counselor position will be 100% categorically funded.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the amended 2014-2015 full-time faculty hiring list for IVC to include the new DSPS Counselor position at IVC.

Item Submitted by: *Dr. David Bugay, Vice Chancellor, Human Resources and Employer/Employee Relations*

Irvine Valley College
Tenure Track Hiring Authorization
2014-2015 Academic Year

Exhibit A

| School | Academic Discipline | Position Type | Previously Approved by BOT |
|--------------------------------------|---------------------------------|----------------------|-----------------------------------|
| Business Science | Business | Replacement | 11/17/2008 |
| Business Science | Business/Real Estate | New | 10/28/2013 |
| Guidance & Counseling | CTE Counselor | Replacement | 10/26/2009 |
| Math, Computer Science & Engineering | Mathematics | Replacement | 10/26/2009 |
| Business Science | Accounting & Finance | Replacement | 10/29/2012 |
| Humanities & Languages | English-Basic Skills | Replacement | 10/29/2012 |
| Math, Computer Science & Engineering | Mathematics | Replacement | 10/26/2009 |
| Physical Sciences & Technologies | Chemistry | Replacement | 10/26/2009 |
| Math, Computer Science & Engineering | Engineering | New | 10/28/2013 |
| Math, Computer Science & Engineering | Mathematics | Replacement | 10/25/2010 |
| Business Science | Computer Information Management | Replacement | 10/23/2009 |
| Physical Sciences & Technologies | Chemistry | Replacement | 10/25/2010 |
| Life Sciences & Technologies | Biology | Replacement | 10/24/2011 |
| Social & Behavioral Sciences | Psychology | Replacement | 10/29/2012 |
| Humanities & Languages | Sign Language | Replacement | 10/24/2011 |
| Humanities & Languages | English | Replacement | 10/26/2009 |
| Physical Sciences & Technologies | Chemistry | Replacement | 10/29/2012 |
| Guidance & Counseling | International Student Counselor | Replacement | 10/29/2012 |
| Math, Computer Science & Engineering | Mathematics | Replacement | 10/29/2012 |
| Humanities & Languages | Philosophy | New | 10/28/2013 |
| Math, Computer Science & Engineering | Mathematics-Basic Skills | Replacement | 10/29/2012 |
| Guidance & Counseling | DSPS Counselor | New | |

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Recess to Public Hearing – SOCCCD Faculty Association Proposal

ACTION: Public Hearing

BACKGROUND

On March 31, 2014, the Board of Trustees received and accepted the initial proposal from the SOCCCD Faculty Association for review and study.

STATUS

The Board will conduct a public hearing to provide an opportunity for the public to comment on the SOCCCD Faculty Association initial proposal (Exhibit A).

The South Orange County Community College District Faculty Association

P.O. Box 4800, Mission Viejo, CA 92690

Pursuant to Article VIII, Section 1, Subsection A of the Academic Employees Master Agreement, either the District or the Faculty Association may notify, between March 1 and May 1 of the contract's expiration year, the other party of the desire to bargain a new Master Agreement. This letter is intended to serve as that notification.

Pursuant to EERA Section 3547 (a), the Faculty Association has attached its initial proposal for publication in the agenda for the March meeting of the SOCCCD Board of Trustees, and requests an item on the agenda for that purpose.

Sincerely,


Paula Jacobs
President, SOCCCD Faculty Association


Lewis Long
Chief Negotiator, SOCCCD Faculty Association

An Initial Proposal to Amend and Modify the *SOCCCD Academic Employee Master Agreement*

SOCCCD Faculty Association

March 2014

Article VI: Association Rights

1. Revise reassigned time available for Faculty Association officers, grievance chairs and negotiators to represent the faculty and conduct Association business.
2. Provide for increased availability of the Association President during the summer.

Article VIII: Negotiation Procedures

Revise the timeline to allow contract negotiations to begin at an earlier date.

Article IX: Unit Stability

Require the colleges to hire full-time replacements for full-time vacancies within a specific period.

Article XIV: Assignment, Contract Year, Hours of Service, and Professional Duties

Adjust workload for full-time faculty to allow for additional duties such as SLO development, with a corresponding salary adjustment.

Article XV: Workload

1. Revise "Instructional Activity" definitions to reflect distinction between 1:1 and 1.2:1 loaded classes.
2. Establish application process for 1:1 loading of laboratories.
3. Establish minimum class size as a percentage of class capacity.
4. Revise CWE internship conditions.
5. Establish extra duty days for Dance Performance Coordinators.
6. Establish additional sick leave for faculty with extra duty days.
7. Establish summer compensation for department chairs.
8. Revise part-time faculty workload and assignment conditions.

Article XXVI: Bonded Sabbatical and Professional Development

Establish bond protection for bond-ineligible faculty members seeking sabbaticals.

Article XXX: Wages

1. Increase full- and part-time faculty compensation.
2. Establish additional longevity steps on the full-time salary schedule.
3. Establish definition of doctoral stipend amount.
4. Create stipend for faculty holding professional licenses, multiple master's degrees, or post-baccalaureate degrees in fields in which a doctorate is not offered.
5. Establish doctoral stipend for part-time faculty members.
6. Revise language regarding previous experience credit for initial salary schedule placement.

Article XXXI: Retired Faculty Benefits

1. Establish retirement incentive plan.
2. Expand retired faculty dependent benefits.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: District Initial Proposal to SOCCCD Faculty Association

ACTION: Review and Study

BACKGROUND

Government Code 3546 requires that all initial proposals from an exclusive representative of public school employees shall be presented at a public meeting of the Board of Trustees and shall thereafter be a matter of public record. In addition, before collective bargaining may take place, both the initial proposal of the exclusive representative and the community college district shall be made public for a reasonable time so that members of the public have the opportunity to express themselves regarding either of the initial proposals to the Board of Trustees.

The South Orange County Community College District received an initial proposal from the SOCCCD Faculty Association at the March 31, 2014 Board meeting. A public hearing on the proposal takes place at tonight's April Board meeting.

STATUS

In preparation for contract negotiations, the District has prepared its initial proposal (see Exhibit A) for Board acceptance for review and study to modify, amend, or terminate the Master Agreement and to begin negotiations.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees accept the District's initial proposal for review and study for the purpose of negotiations with the SOCCCD Faculty Association and set a public hearing on the proposal at the regularly scheduled May Board meeting.

Item Submitted By: *David Bugay, Ph.D., Vice Chancellor, Human Resources & Employer/Employee Relations*



Initial Proposal to Amend and Modify the SOCCCD Academic Employee Master Agreement April 28, 2014

1. Article XIV: Assignment, Contract Year, Hours of Services, and Professional Duties

- a. **Office Hours:** Explore ideas to ensure faculty accessibility and accountability in the administration of faculty office hours.
SOCCCD District Wide Objectives and Goals: 1.2; 2.1; 2.2; 4.1
- b. **College Service:** Explore ideas to ensure faculty accessibility and accountability in the administration of college service.
SOCCCD District Wide Objectives and Goals: 1.1; 1.2; 1.3; 4.1; 4.2
- c. **Flex:** Explore ideas to ensure faculty accessibility and accountability in attendance of faculty regarding Flex activities.
SOCCCD District Wide Objectives and Goals: 1.1; 1.2; 1.3; 1.4; 1.5
- d. **Academic Calendar:** Revise language to provide more flexibility to schedule classes outside of the current calendar for special program, department or division needs.
SOCCCD District Wide Objectives and Goals: 2.1; 2.2; 3.1; 3.2; 4.1; 4.2; 4.3

2. Article XV: Workload

- a. **Department Chair Stipend:** Revise the current formula to a table that can more easily be administered.
SOCCCD District Wide Objectives and Goals: 1.2; 4.1; 4.2
- b. **Extra duty days:** Remove the potential overlap of extra duty days with the faculty member's contractual workload assignments.
SOCCCD District Wide Objectives and Goals: 1.1; 1.2; 1.3; 1.4; 4.1
- c. **Schedule Counselors according to the needs of the Students:** Establish the ability to shift counselor calendars to meet changes in the demand for their services for students.
SOCCCD District Wide Objectives and Goals: 2.1; 4.1; 4.2
- d. **Large Lecture:** Revise the large lecture stipend, the related reduced work load provision and on-line instruction.
SOCCCD District Wide Objectives and Goals: 2.1; 4.2

3. Article XVII: Evaluations

- a. Revise the evaluation of probationary faculty to include access and use of the student evaluation of faculty in the Tenure Review Committee process.
- b. Revise the evaluation of probationary faculty to include a growth or improvement plan each year.
- c. Revise the evaluation of probationary faculty to include an additional evaluation in the first year of probation.
- d. Revise the evaluation of all faculty to include activities outside of the classroom based upon job postings, job descriptions, collective bargaining agreement, and board policy.
- e. Revise the evaluation of all faculty to include student learning outcomes in the evaluation.

SOCCCD District Wide Objectives and Goals: 1.1; 1.2; 1.3; 1.4; 1.5; 2.1; 2.2

4. Article XXVI: Bonded Sabbatical and Professional Development

- a. Revise the process to exclude faculty with poor performance evaluations from participation in sabbaticals until performance is Satisfactory or higher.
- b. Revise the language to reduce the total number of sabbaticals available.

SOCCCD District Wide Objectives and Goals: 1.1; 1.2; 1.3; 2.2; 4.1; 4.2

5. Article XXVII: Benefits

- a. Establish a two-tier benefit plans with different options to reduce overall cost of benefits.
- b. Review and revise parking fees.

SOCCCD District Wide Objectives and Goals: 4.1; 4.3

6. Article XXX: Wages

Consider appropriate salary adjustments based on the financial constraints.

SOCCCD District Wide Objectives and Goals: 4.1; 4.2

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 Exhibits A, B and C are presented to the Board of Trustees for approval/ratification to be effective on the dates as shown on the Exhibits.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve/ratify the academic personnel actions as shown in Exhibits A, B and C.

Item Submitted By: *David Bugay, Ph.D., Vice Chancellor, Human Resources & Employer/Employee Relations*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. ACADEMIC EMPLOYMENT (Ratified – Pursuant to Board Policy 4002.1)

- a. GHANBARPOUR, CHRISTINA, is to be employed as History Instructor, Pos #1630, Division of Social and Behavioral Sciences, Saddleback College, effective August 11, 2014. Approximate Salary Placement: Class V, Step 1. This is a replacement position for David DiLeo, who retired. (Exhibit B, Attachment 1)
- b. HAYTER, CATHERINE, is to be employed as English Composition Instructor, Pos #1547, Division of Liberal Arts, Saddleback College, effective August 11, 2014. Approximate Salary Placement: Class IV, Step 1. This is a replacement position for Renee Bangerter, who retired. (Exhibit B, Attachment 2)
- c. KAMINSKY, REBECCA, is to be employed as English Instructor (Basic Skills), School of Humanities and Languages, Irvine Valley College, effective August 11, 2014. Approximate Salary Placement: Class III, Step 1. This is a new position approved by the Board of Trustees on October 28, 2013. (Exhibit B, Attachment 3)
- d. KNOLL, MELISSA, is to be employed as English Instructor (Basic Skills), School of Humanities and Languages, Irvine Valley College, effective August 11, 2014. Approximate Salary Placement: Class V, Step 1. This is a new position approved by the Board of Trustees on October 26, 2009. (Exhibit B, Attachment 4)
- e. MIS, BENJAMIN, is to be employed as Psychology Instructor, Pos #3080, School of Humanities and Languages, Irvine Valley College, effective August 11, 2014. Approximate Salary Placement: Class V, Step 1. This is a new position approved by the Board of Trustees on January 31, 2005. (Exhibit B, Attachment 5)
- f. PLASCENCIA-CARRIZOSA, BRENDA, is to be employed as Child Development Instructor, Pos #4171, Division of Social and Behavioral Sciences, Saddleback College, effective August 11, 2014. Approximate Salary Placement: Class II, Step 1. This is a replacement position for Christina Nigrelli, who resigned. (Exhibit B, Attachment 6)
- g. VOGEL, ERICA, is to be employed as Anthropology Instructor, Division of Social and Behavioral Sciences, Saddleback College, effective August 11, 2014. This is a replacement position for Michael Merrifield. (Exhibit B, Attachment 7)
- h. WILLIAMS, JAKE, is to be employed as English Composition Instructor, Pos #1815, Division of Liberal Arts, Saddleback College, effective August 11, 2014. Approximate Salary Placement: Class II, Step 1. This is a replacement position for Stephen Smolen, who retired. (Exhibit B, Attachment 8)

2. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF**

| <u>Applicant</u> | <u>Highest Degree</u> | <u>Assignment</u> | <u>Approx. Salary Placement</u> | <u>Start Date</u> |
|------------------|-----------------------|-------------------|---|-------------------|
| Kelsey, David | MA/Philosophy | Philosophy/SC | II/1 | 06/16/14 |
| Thome, Troyce | Lifetime Credential | Kinesiology/SC | I/1 | 05/27/14 |

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.

| <u>Applicant</u> | <u>Highest Degree</u> | <u>Assignment</u> | <u>Approx. Salary Placement</u> | <u>Start Date</u> |
|------------------|-----------------------|-------------------|---|-------------------|
| McMahon, Arnold | MA/Philosophy | Humanities/SC | II/1 | 06/16/14 |

Equivalency is based on Mr. McMahon's extensive teaching experience at such institutions as USC, California State University Dominguez Hills, Humboldt and many Community Colleges. Mr. McMahon has taught for over 20 years at Saddleback College as an adjunct professor, as well as being a full-time professor at Los Angeles City College from 1995 to 2009. Additionally, Mr. McMahons' broad academic exposure has been complimented by his extensive travels.

3. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF** (Ratified - Pursuant to Board Policy 4002.1)

| <u>Applicant</u> | <u>Highest Degree</u> | <u>Assignment</u> | <u>Approx. Salary Placement</u> | <u>Start Date</u> |
|------------------|-----------------------|-------------------|---|-------------------|
| Hambrick, Julie | MA/Educ. Counseling | DSPSCounselor/IVC | II/1 | 04/01/14 |
| Robitaille, Jada | MBA | Health/IVC | II/1 | 04/04/14 |

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.

3. **ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF** (Ratified - Pursuant to Board Policy 4002.1) - Continued

| <u>Applicant</u> | <u>Highest Degree</u> | <u>Assignment</u> | <u>Approx. Salary Placement</u> | <u>Start Date</u> |
|------------------|-----------------------|-------------------|---------------------------------|-------------------|
| Noreyko, John | No Degree | Applied Music/SC | I/1 | 01/21/14 |

Equivalency is based on 30 years of experience as a jazz artist and studio musician. Mr. Noreyko has performed and/or recorded with multiple artists and for the last 26 years has played in the House Jazz Band at Disneyland. Mr. Noreyko is a founding member of the Side Street Strutters Jazz Band, a 7-piece group, which performs concerts throughout the world. He was a Jazz adjudicator for the 2012 International Tuba Euphonium Association's Roger Bobo Awards.

B. 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 2013/2014 fiscal years.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed Amount (\$)</u> | <u>Effective Date</u> |
|-----------------|---------------------------------|----------------------------------|-----------------------|
| Hughes, Luther | Jazz Program Duties/SC | 100.00 | 03/15/14-03/15/14 |
| McNulty, Karen | Performance Set Designer/SC | 2,000.00 | 08/31/13-10/27/13 |
| Polloczek, Paul | Guest Lecture Series Speaker/SC | 100.00 | 05/02/14-05/02/14 |
| Rosenn, Tristen | Jazz Program Duties/SC | 100.00 | 03/15/14-03/15/14 |
| Steffens, Lea | Wind Symphony Concert/IVC | 1,000.00 | 05/15/14-05/15/14 |
| Stout, Ronald | Jazz Program Duties/SC | 100.00 | 03/15/14-03/15/14 |

2. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated at their respective hourly rate for Non-Instructional Assignments/Projects (3-for-1) for 2013/2014 fiscal year.

| <u>Name</u> | <u>Assignment/Project</u> | <u>Effective Date</u> |
|------------------|--------------------------------|-----------------------|
| Bander, Carol | Writing Sample Reader – ESL/SC | 05/27/14-08/10/14 |
| Daniels, Stevie | Writing Sample Reader – ESL/SC | 05/27/14-08/10/14 |
| Lam, Chin | Writing Sample Reader – ESL/SC | 05/27/14-08/10/14 |
| Lebauer, Roni | Writing Sample Reader – ESL/SC | 05/27/14-08/10/14 |
| Schultz, Dolores | Writing Sample Reader – ESL/SC | 05/27/14-08/10/14 |

C. 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 2013/2014 fiscal years.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed Amount (\$)</u> | <u>Effective Date</u> |
|------------------|------------------------------|----------------------------------|-----------------------|
| Aguilar, Amara | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Bennett, Michael | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Bowman, Donald | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |

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

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2013/2014 fiscal years.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed</u> | |
|---------------------|-------------------------------------|----------------------|-----------------------|
| | | <u>Amount (\$)</u> | <u>Effective Date</u> |
| Bradshaw, Donald | Mobile App. Project/IVC | 600.00 | 05/01/14-05/22/14 |
| Brondi, Maura | CTE Culinary Curriculum Dev./SC | 1,000.00 | 03/01/14-03/31/14 |
| Clafin, Christopher | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Cox, Barbara | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Dagarin, Jean-Mari | CD Confer. Facilitation/Perkins/SC | 125.00 | 02/21/14-02/22/14 |
| Evan, Ryan | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Evancoe, Eugene | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Farnsworth, Robert | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Glumace, Sean | Mobile App. Project/IVC | 2,050.00 | 05/01/14-05/22/14 |
| Grace, Adrienne | Mobile App. Project/IVC | 2,050.00 | 05/01/14-05/22/14 |
| Hoolihan, Lori | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Hughes, Luther | Jazz Concert Performer/SC | 150.00 | 01/27/14-01/27/14 |
| Inlow, Lisa | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Knapp, Rebecca | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Konishi, Hiro | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Kussoy, Carolina | Mobile App. Project/IVC | 2,050.00 | 05/01/14-05/22/14 |
| Lee, Florence | Mobile App. Project/IVC | 2,050.00 | 05/01/14-05/22/14 |
| Lee, Kenneth | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Leib, Sara | Music Program Duties/SC | 150.00 | 04/01/14-04/01/14 |
| Massaro, Dixie | Mobile App. Project/IVC | 2,050.00 | 05/01/14-05/22/14 |
| Mathur, Roopa | Mobile App. Project/IVC | 2,050.00 | 05/01/14-05/22/14 |
| Mathur, Roopa | Project Dir./Mobile App Project/IVC | 8,200.00 | 05/01/14-05/22/14 |
| McBean, Kelly | Mobile App. Project/IVC | 2,050.00 | 05/01/14-05/22/14 |
| McCord, Roy | Co-project Director Photonics/IVC | 1,100.00 | 05/27/14-08/08/14 |
| McLaughlin, June | Mobile App. Project/IVC | 1,150.00 | 05/01/14-05/22/14 |
| McReynolds, Brad | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Meyer, Clifford | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Monacelli, Brian | Co-project Director Photonics/IVC | 3,483.00 | 01/21/14-05/16/14 |
| Monacelli, Brian | Co-project Director Photonics/IVC | 6,000.00 | 05/27/14-08/08/14 |
| Myers, Charles | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Pinter, Gerald | Jazz Concert Program Duties/SC | 720.00 | 01/29/14-03/19/14 |
| Pollizzi, Vincent | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Quade, Joyce | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Quinlan, Emily | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Scott, Daniel | Mobile App. Project/IVC | 600.00 | 05/01/14-05/22/14 |
| Stephens, Blake | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Stevenson, Glen | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Tamialis, Barbara | CTE Articulation Workshop/SC | 100.00 | 04/29/14-04/30/14 |
| Titus, Jodi | Pgrm Dir. Sustain./Resources/IVC | 2,800.00 | 08/19/13-12/20/13 |
| Urell, Robert | Mobile App. Project/IVC | 2,050.00 | 05/01/14-05/22/14 |
| Weber, Daniel | CTE Counseling/IVC | 1,600.00 | 02/18/14-05/23/14 |

D. RETROACTIVE CHAIR/CO-CHAIR STIPEND COMPENSATION: GENERAL FUND
(Exhibit C, Attachment 1)

E. LEAVE OF ABSENCE

1. BRAATZ, TIMOTHY, ID #10215, History Instructor, Pos #1509, Academic Salary Range V, Step 13, Division of Social and Behavioral Sciences, Saddleback College, has been approved for an unpaid leave of absence, with benefits, through June 30, 2014.

F. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. BORELLA, PETER, ID #1010, Geology Instructor, Division of Mathematics, Science & Engineering, Saddleback College, Pos #1480, resignation effective May 23, 2014, and retirement effective May 24, 2014. Payment is authorized for any compensated time off. (Start date: August 17, 1981)
2. PETRICIG, MICHAEL, ID #1038, Mathematics/Computer Science Instructor, Division of Mathematics, Science & Engineering, Saddleback College, Pos #1648, resignation effective May 23, 2014, and retirement effective June 1, 2014. Payment is authorized for any compensated time off. (Start date: August 15, 1988)

ATTACHMENT 1

NAME: CHRISTINA GHANBARPOUR

POSITION: HISTORY INSTRUCTOR
Social & Behavioral Sciences
Saddleback College
Full-Time, Tenure Track

EDUCATION:

Ph.D. History
University of California, Irvine
Irvine, CA

M.A. Social Sciences
University of Chicago
Chicago, IL

B.A. Eastern Asian Studies
Barnard College-Columbia University
New York, NY

EXPERIENCE: Christina Ghanbarpour has been a part-time instructor in the Social and Behavioral Sciences Division at Saddleback College since January 2012. She has taught a wide variety of courses in World History and Asian History. While completing her doctorate in History at the University of California Irvine, she worked as a teaching assistant for a number of history courses and won several awards to support her research on modern Japanese history. She has also taught courses at the University of California Irvine, Chapman University, Santa Monica College, and Sophia University in Tokyo, Japan. She is currently preparing her book manuscript, *Changing Traditions: The Role of Rural Women in Creating Japan's Modernity*, for publication.

PUBLICATIONS:

- *Forthcoming*: "Legacy of a Minority Religion: Christians and Christianity in Japan," chapter for the world religions textbook *The Changing World Religion Map*, Stanley D. Brunn, ed. (Springer Publishing, projected for publication in September 2014); "Women in East Asia, 1900 to the Present" and "Emperor Hirohito," encyclopedia entries for *Cultural Sociology of the Middle East, Asia, and Africa*, Vol. 3: East Asia and Southeast Asia (Sage Publications, Inc., 2012); "Home Education in Rural Japan: Continuity and Change from Late Edo to the Early Postwar," *U.S.-Japan Women's Journal*, No. 41 (December 2011): 25-51

SELECTED HONORS/AWARDS:

- Kobe College Japan Education Exchange Fellowship 2007
- University of California Pacific Rim Research Program 2007
- Japan Foundation - Japanese Language Program for Researchers and Postgraduate Students, fully funded grant to study in Japan for eight months 2006
- Golden Key International Honour Society Award 2006
- Humanities Pre-Doctoral Fellowship, University of California, Irvine (one of two graduate students in the School of Humanities to receive this award) 2004

PROFESSIONAL AFFILIATIONS:

- Member of AHA (The American Historical Association)
- Member of AAS (Association of Asian Studies)

April 28, 2014

ATTACHMENT 2

NAME: CATHERINE HAYTER

POSITION: ENGLISH COMPOSITION INSTRUCTOR
Liberal Arts
Saddleback College
Full-Time, Tenure Track

EDUCATION:

M.F.A. Creative Writing & Literature
Bennington College
Bennington, VT

M.A. Rhetoric & Composition
University of California, San Diego
San Diego, CA

B.A. English
University of California, Los Angeles
Los Angeles, CA

EXPERIENCE:

Catherine Hayter has a variety of experience in higher education teaching and curriculum development for composition. She was an instructor at Auburn University from 2011-2014 after TAing for the University of California, San Diego for three years and serving as a part-time instructor for five years at Grossmont College, a community college in the San Diego area. She has led curriculum development and professional development efforts for Huntingdon College for the past year, focusing on first-year writing for a writing-across-the-curriculum campus-wide program. She holds her MA and ABD in rhetoric and composition from the University of California, San Diego and her MFA in literature and writing from Bennington College. She is working on a dissertation focusing on multimodal composition in the 19th century.

PROFESSIONAL AFFILIATIONS:

- Member of the National Council for Teachers of English, 2007-current

PUBLICATIONS & PRESENTATIONS:

- "Innovations in Online Composition," Auburn University, 2014
- "How to Maximize the Yield of Your Researchers," Council for Advancement & Support of Education, 2007
- "The He in She," LIT, 2005 "The Coast," Rosebud, 2005
- Various articles, The Orange County Times (local edition), 2002-2005

ATTACHMENT 3

NAME: REBECCA KAMINSKY

POSITION: ENGLISH INSTRUCTOR (BASIC SKILLS)
Humanities and Languages
Irvine Valley College
Full-Time, Tenure Track

EDUCATION:

M.A. English
Chapman University
Orange, CA

M.F.A. Creative Writing
Chapman University
Orange, CA

B.A. Art History
University of California, Santa Barbara
Santa Barbara, CA

EXPERIENCE:

Rebecca Kaminsky has been a part-time instructor in the English Department at Santa Ana College since the fall of 2007, Irvine Valley College since the spring of 2010, and Strayer University since the summer of 2011. In addition, she has also taught creative writing courses through IVC's Emeritus Institute. Ms. Kaminsky has taught a wide variety of classes including accelerated English courses, both in the classroom and online, often participating in additional training activities including the California Acceleration Project mentorship, participating in department norming sessions, and participating in pilot programs to better incorporate best practices into online and distance learning. While completing her MA in English and MFA in Creative Writing at Chapman University, Ms. Kaminsky worked as a graduate student in the Writing Center, acted as editor for *The Elephant Tree*, CU's literary magazine, was co-author for *Chapman University's First-Year Students' Guide to Writing*, and taught English 99, a supplemental English course for developmental students. Ms. Kaminsky has seven years teaching developmental and college-level English courses.

HONORS/AWARDS:

- Online Engagement Award, Strayer University, 2 sections, Winter 2014
- Transfer Advocate Nominee, Santa Ana College, 2012
- Sigma Tau Delta Member, Chapman University

PROFESSIONAL AFFILIATIONS/COMMUNITY INVOLVEMENT:

- Canstruction OC, Board Member, August 2012 – current
- Furnishing Hope/Veterans First/OC Stand Down, Volunteer Organizer, May 2011 – current
- Building Trades Network Community Outreach Foundation, Vice President, 2013-current

ATTACHMENT 4

NAME: MELISSA KNOLL

POSITION: ENGLISH INSTRUCTOR (BASIC SKILLS)
Humanities and Languages
Irvine Valley College
Full-Time, Tenure Track

EDUCATION:

Ph.D. English
University of California, Riverside
Riverside, CA

M.A. English
University of California, Fullerton
Fullerton, CA

B.A. English
University of California, Fullerton
Fullerton, CA

EXPERIENCE:

Dr. Melissa Knoll has been a part-time instructor in the English Department at Irvine Valley College since 2009 and has taught a wide variety of English courses such as Developmental Writing, Accelerated Basic Skills in Writing, and Beginning Composition. Since 2012, Dr. Knoll has been a faculty mentor at the English Success Center at Cypress College, designing curriculum, workshops, and directed learning activities. While completing her PhD at the University of California Riverside, she was a teaching associate for a variety of English courses such as Developmental, Expository, Argumentative, and Analytical Writing. Dr. Knoll was also instrumental in establishing the Cintax Film Forum, the annual film festival that not only showcased local, independent film, but also brought the film producers and writers to the viewing audience, via immediate forum discussion. Dr. Knoll has over nine years of experience teaching developmental and transfer-level courses at the college level, and she is currently working with the Accelerated Learning Program at Irvine Valley College.

HONORS AND AWARDS:

- UCR Dean's Fellowship Award, 2004-2008
- Southern Bell Corporation Foundation Scholarship, 1998

PROFESSIONAL AFFILIATIONS:

- Member of PAMLA (Pacific Ancient and Modern Language Association)

ATTACHMENT 5

NAME: BENJAMIN MIS

POSITION: PSYCHOLOGY INSTRUCTOR
Humanities and Languages
Irvine Valley College
Full-Time, Tenure Track

EDUCATION:

Ph.D. Psychology
University of California, Irvine
Irvine, CA

M.A. Psychology
University of California, Irvine
Irvine, CA

B.A. Psychology
Florida Atlantic University
Boca Raton, FL

EXPERIENCE:

Benjamin A. Mis earned his Ph.D. in Psychology from the University of California, Irvine, in 2012. He has been an instructor at CSU Long Beach since 2009, and he has taught summer classes at UCI since 2010. Dr. Mis has developed content for and taught a variety of psychology and statistics classes at CSULB, UCI, Fullerton College, and Chaffey College. He also served as a Teaching Assistant at UCI while completing his degree. In addition to his academic work, he has served as a case manager with a Goodwill affiliate, working with individuals with brain injury, mental illness, and developmental delay.

HONORS/AWARDS:

- Most Inspirational Professor, CSU Long Beach Alumni Association, 2014
- Junior Fellowship, UC Irvine, 2013
- Kathy Alberti Prize for Excellence in Teaching, UC Irvine, 2012
- Pedagogical Fellowship, UC Irvine, 2009 & 2010
- Merit Fellowship, UC Irvine, 2006

ATTACHMENT 6

NAME: BRENDA PLASCENCIA-CARRIZOSA

POSITION: CHILD DEVELOPMENT INSTRUCTOR
Social and Behavioral Sciences
Saddleback College
Full-Time, Tenure Track

EDUCATION:

M.S. Counseling
California State University, Fullerton
Fullerton, CA

B.S. Child Development
University of California, Irvine
Irvine, CA

B.A. English
California State University, Fullerton
Fullerton, CA

EXPERIENCE:

Brenda Plascencia-Carrizosa has been a part-time faculty member since August 2007 in the Child Development and Education Studies Department at Fullerton College, as well as a part-time faculty member in the Child and Adolescent Studies Department at CSU Fullerton. She has taught a wide variety of Child Development courses including Child, Family and Community, Human Development, and most recently an Anti-Bias Seminar. Since 1992, Ms. Plascencia-Carrizosa has also worked at the Children's Center at CSU Fullerton where from 1997 she worked as a Master Teacher, training students and interns in the field of Early Childhood Education. During her graduate Counseling program, she worked with both child and adult victims of domestic violence, focusing her work on child-centered play therapy and in parenting education and support. Including her years as a teacher's aide in after school and early childhood special education programs, she has over 23 years of experience in the field of Early Childhood Education.

HONORS/AWARDS:

- Member of the Chi Sigma Iota Honors Society, 2005

LICENSES AND CERTIFICATES:

- Site Supervisor Children's Center Permit through the State of California Commission on Teacher Credentialing

PROFESSIONAL AFFILIATIONS:

- Member of NAEYC (National Association for the Education of Young Children)
- Member of CAEYC (California Association for the Education of Young Children)

ATTACHMENT 7

NAME: ERICA VOGEL

POSITION: ANTHROPOLOGY INSTRUCTOR
Social and Behavioral Sciences
Saddleback College
Full-Time, Tenure Track

EDUCATION:

Ph.D. Anthropology
University of California, Irvine
Irvine, CA

M.A. Anthropology
University of California, Irvine
Irvine, CA

B.A. Creative Writing and Social History
Carnegie Mellon University
Pittsburgh, PA

EXPERIENCE:

Erica Vogel has over 13 years of teaching experience at the post-secondary level, including 8 years of experience designing and teaching anthropology courses at the university level. She taught and assisted with undergraduate courses in cultural anthropology, archaeology and linguistic anthropology while pursuing her PhD degree. After graduation, she held a postdoctoral position at the University of Illinois at Urbana Champaign where she designed and taught courses in anthropology and East Asian Languages and Cultures. At the University of Illinois she was an affiliated faculty member with the Ethnography of the University Initiative (EUI) where she mentored undergraduate students as they conducted research projects about their campus. For the past year, she has held a Postdoctoral Fellowship position at the Pacific Basin Research Center at Soka University of America where she teaches anthropology courses that focus on issues of globalization, migration and cultural production between Asia and Latin America. In this position she has helped students to conduct original ethnographic research projects about their campus and community and present them as an exhibit in the school's library. In addition to this experience, Dr. Vogel has taught as a lecturer for three years at Golden West College, and has extensive experience designing on-line courses. Prior to graduate school, Dr. Vogel was the Manager of Instruction at Berlitz Language Institute in Seoul, South Korea for four years where she designed ESL curriculum and taught courses.

HONORS/AWARDS:

- Fulbright Hays Doctoral Dissertation Research Abroad (2010-2011) for research in Peru.
- The Korea Foundation Fellowship for Field Research: (2008) for research in Korea.
- University of CA Pacific Rim Foundation Dissertation Research Grant (2008) for research in Peru.
- University of CA Pacific Rim Foundation Min- Grant (2007) for research in Peru.
- Academy of Korean Studies Fellowship Program Grant (2011) to support research in Korea.
- Research Fellowship, Department of Anthropology, University of CA, Irvine (Summers 2006-2010)
- Research Fellowship, Center for Asian Studies, University of CA, Irvine. (Summers 2007-2009)
- UCI Graduate Dean's Dissertation Award (2011)
- Social Science Fellowship, University of CA, Irvine 2005-2011. Full support merit-based fellowship for PhD study.
- Graduate Fellow of the Center in Law, Society and Culture. UCI (2009-2010)

ATTACHMENT 8

NAME: JAKE WILLIAMS

POSITION: ENGLISH COMPOSITION INSTRUCTOR
Liberal Arts
Saddleback College
Full-Time, Tenure Track

EDUCATION:

M.A. English
California State University, Long Beach
Long Beach, CA

B.A. Creative Writing
California State University, Long Beach
Long Beach, CA

EXPERIENCE:

Jake Williams has been a full-time English instructor at Lassen Community College since 2011. Here, he helped originate an AA-T degree in English, and in the process he created several new courses. Mr. Williams also taught part-time as a lecturer at California State University, Long Beach and at Concorde College in San Bernardino. He served as a Graduate Assistant in the Department of Comparative World Literature and Classics at CSU, Long Beach from 2005 to 2007. Mr. Williams has extensive experience teaching a vast array of developmental and transfer level courses as well as with online delivery.

He earned his B.A. in Creative Writing in 2004 and his M.A. in English in 2007, both from California State University, Long Beach. His thesis, *Joe Christmas and (In)Authenticity in "Light in August,"* examined the influence of racism on the construction of identity in William Faulkner's novel.

HONORS/AWARDS:

- National Society of Collegiate Scholars
- Golden Key International Honor Society
- Phi Kappa Phi

PROFESSIONAL AFFILIATIONS:

- Member, National Council of Teachers of English
- Member, Conference of College Composition and Communication
- Member, Association of Writers and Writing Programs

ATTACHMENT 1

A. IRVINE VALLEY COLLEGE - RETROACTIVE CHAIR/CO-CHAIR STIPEND
COMPENSATION: GENERAL FUND

1. It is recommended that the following Irvine Valley College faculty members be compensated as indicated below for retroactive stipend owed for Spring 2012, Fall 2012, Spring 2013 & Fall 2013 semesters.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed</u> <u>Amount (\$)</u> | <u>Effective Semester</u> |
|---------------------|------------------------------------|--|---------------------------|
| Alvarez, Lisa | Chair, English | 374.50 | Fall 2013 |
| Castroconde, Miriam | Chair, Mathematics/IVC | 492.25 | Spring 2012 |
| Castroconde, Miriam | Chair, Mathematics/IVC | 1,866.15 | Fall 2012 |
| Castroconde, Miriam | Chair, Mathematics/IVC | 25.92 | Spring 2013 |
| Castroconde, Miriam | Chair, Mathematics/IVC | 434.15 | Fall 2013 |
| Davis-Allen, Lisa | Chair, Art/IVC | 933.66 | Spring 2012 |
| Davis-Allen, Lisa | Chair, Art/IVC | 1,499.59 | Fall 2012 |
| Davis-Allen, Lisa | Chair, Art/IVC | 1,156.02 | Fall 2013 |
| Davison, John | Co-Chair, Physical Sciences/IVC | 296.26 | Spring 2012 |
| Davison, John | Co-Chair, Physical Sciences/IVC | 148.46 | Fall 2012 |
| Delson, Cheryl | Chair, Library Services/IVC | 191.65 | Fall 2012 |
| Delson, Cheryl | Chair, Library Services/IVC | 204.94 | Fall 2013 |
| DeRoulet, Daniel | Co-Chair, English/IVC | 647.50 | Fall 2012 |
| DeRoulet, Daniel | Co-Chair, English/IVC | 278.88 | Spring 2013 |
| DeRoulet, Daniel | Co-Chair, English/IVC | 374.50 | Fall 2013 |
| Egasse, Jeanne | Chair, Foreign Languages/IVC | 1,300.46 | Fall 2012 |
| Etter, William | Co-Chair, English/IVC | 344.57 | Spring 2012 |
| Felder, Stephen | Chair, Humanities/IVC | 1,413.40 | Fall 2012 |
| Fesler, Susan | Chair, Languages/IVC | 1,772.54 | Spring 2012 |
| Haeri, Melanie | Chair, Reading/IVC | 12.10 | Fall 2013 |
| Hernandez, Jerry | Co-Chair, Kin./Health/Athlet./IVC | 1,581.49 | Spring 2012 |
| Hernandez, Jerry | Co-Chair, Kin./Health/Athlet./IVC | 498.44 | Fall 2012 |
| Hernandez, Jerry | Co-Chair, Kin./Health/Athlet./IVC | 46.96 | Spring 2013 |
| Hochwald, Seth | Co-Chair, Computer Science/IVC | 104.14 | Fall 2013 |
| Kaufmann, Jefferey | Co-Chair, Life Sciences/IVC | 104.20 | Fall 2012 |
| Kaufmann, Jefferey | Co-Chair, Life Sciences/IVC | 71.25 | Fall 2013 |
| Kil, Joon | Chair, Political Science/IVC | 1,047.24 | Spring 2012 |
| Lin, Tony | Co-Chair, Library Research/IVC | 191.65 | Fall 2012 |
| Loke, Chan | Co-Chair, Computer Science/IVC | 104.14 | Fall 2013 |
| Manuel-Ellison, R | Chair, Theatre/IVC | 97.16 | Fall 2012 |
| Manuel-Ellison, R | Chair, Theatre/IVC | 258.90 | Fall 2013 |
| McDonough, Mary | Chair, Human Development/IVC | 92.63 | Fall 2012 |
| McNeil, Mark | Chair, Economics/IVC | 49.78 | Fall 2012 |
| Meyer, Kurt | Co-Chair, English/SC | 344.57 | Spring 2012 |
| Meyer, Kurt | Co-Chair, English/SC | 647.50 | Fall 2012 |
| Meyer, Kurt | Co-Chair, English/SC | 278.88 | Spring 2013 |
| Pestolesi, Thomas | Co-Chair, Kin/Health/Athletics/IVC | 498.44 | Fall 2012 |
| Pestolesi, Thomas | Co-Chair, Kin/Health/Athletics/IVC | 46.96 | Spring 2013 |
| Rochford, Stephen | Chair, Music/IVC | 6.77 | Spring 2012 |
| Rodriguez, Roland | Co-Chair, Life Sciences/IVC | 104.20 | Fall 2012 |
| Rodriguez, Roland | Co-Chair, Life Sciences/IVC | 71.25 | Fall 2013 |
| Rybold, Gary | Chair, Communication Arts/IVC | 319.93 | Fall 2013 |

A. IRVINE VALLEY COLLEGE - RETROACTIVE CHAIR/CO-CHAIR STIPEND
COMPENSATION: GENERAL FUND - Continued

2. It is recommended that the following Irvine Valley College faculty members be compensated as indicated below for retroactive stipend owed for Spring 2012, Fall 2012, Spring 2013, & Fall 2013 semesters.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed</u> | <u>Effective Semester</u> |
|-------------------|----------------------------------|----------------------|---------------------------|
| | | <u>Amount (\$)</u> | |
| Schmeidler, Kathy | Chair, Life Sciences/IVC | 435.44 | Spring 2012 |
| Tabibzadeh, Kiana | Co-Chair, Physical Sciences/IVC | 296.26 | Spring 2012 |
| Tabibzadeh, Kiana | Co-Chair, Physical Sciences/IVC | 148.46 | Fall 2012 |
| Tiongson, Edwin | Chair/Co-Facilitator, Speech/IVC | 139.09 | Fall 2012 |
| Titus, Jodi | Chair, Geography/IVC | 144.81 | Spring 2013 |
| Titus, Jodi | Chair, Geography/IVC | 286.41 | Fall 2013 |
| Tran, Tiffany | Chair, Guidance/Counseling/IVC | 308.72 | Spring 2012 |
| Tresler, Matthew | Chair, Music/IVC | 751.81 | Fall 2012 |
| Tresler, Matthew | Chair, Music/IVC | 303.85 | Fall 2013 |
| Tucker, Kari | Chair, Psychology/IVC | 421.75 | Spring 2012 |
| Tucker, Kari | Chair, Psychology/IVC | 434.07 | Fall 2012 |
| Tucker, Kari | Chair, Psychology/IVC | 27.73 | Fall 2013 |
| Urell, Robert | Chair, Business Sciences/IVC | 1,667.50 | Spring 2012 |
| Urell, Robert | Chair, Business Sciences/IVC | 1,600.49 | Fall 2012 |
| Urell, Robert | Chair, Business Sciences/IVC | 433.79 | Fall 2013 |
| Weatherford, T. | Chair, Dance/IVC | 206.23 | Fall 2012 |
| Weatherford, T. | Chair, Dance/IVC | 226.82 | Fall 2013 |
| Wilson, Jeffrey | Chair, ESL/IVC | 887.92 | Fall 2012 |
| Wolken, Matthew | Chair, Drafting/Engineering/IVC | 24.59 | Fall 2013 |

B. SADDLEBACK COLLEGE - RETROACTIVE CHAIR/CO-CHAIR STIPEND
COMPENSATION: GENERAL FUND

1. It is recommended that the following Saddleback College faculty members be compensated as indicated below for retroactive stipend owed for Spring 2012, Fall 2012, Spring 2013 & Fall 2013 semesters.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed</u> | <u>Effective Semester</u> |
|---------------------|-------------------------------------|----------------------|---------------------------|
| | | <u>Amount (\$)</u> | |
| Barrows, Morgan | Chair, ES/Ecology/MST/SC | 914.88 | Spring 2012 |
| Barrows, Morgan | Chair, ES/Ecology/MST/SC | 915.00 | Fall 2012 |
| Chu, Hencelyn | Chair, MLT/Phlebotomy/SC | 380.92 | Spring 2012 |
| Chu, Hencelyn | Chair, MLT/Phlebotomy/SC | 381.00 | Fall 2012 |
| Cox, Barbara | Chair, Business/SC | 770.87 | Spring 2012 |
| Crabb, Kerry | Chair, Intercollegiate Athletics/SC | 2,000.00 | Spring 2012 |
| Cubbage-Vega, April | Chair, Women/Gender Studies/SC | 32.11 | Spring 2012 |
| Cubbage-Vega, April | Chair, Women/Gender Studies/SC | 32.00 | Fall 2012 |
| Deerheart, Andrea | Chair, Emeritus (Fine/Lib. Arts)/SC | 798.00 | Fall 2013 |
| Duquette, Janice | Chair, Kinesiology/Recreation/SC | 1,904.00 | Spring 2013 |
| Even, Ryan | Chair, Photography/SC | 460.48 | Spring 2012 |
| Even, Ryan | Chair, Photography/SC | 460.00 | Fall 2012 |
| Farnsworth, Robert | Chair, Horticulture/Land.Design/SC | 1,402.30 | Spring 2012 |
| Farnsworth, Robert | Chair, Horticulture/Land.Design/SC | 1,402.00 | Fall 2012 |
| Farthing, Scott | Chair, Music/SC | 2,288.71 | Spring 2012 |
| Farthing, Scott | Chair, Music/SC | 2,289.00 | Fall 2012 |
| Fox, Lindsay | Chair, Fashion/SC | 2,121.66 | Spring 2012 |
| Fox, Lindsay | Chair, Fashion/SC | 2,122.00 | Fall 2012 |
| Garant, Dorothy | Chair, Dance/SC | 1,897.00 | Spring 2012 |
| Gilman, Bruce | Co-Chair, English/SC | 848.20 | Spring 2012 |
| Grihalva, Lawrence | Co-Chair EMS/Director EMT/SC | 2,733.34 | Spring 2012 |
| Grihalva, Lawrence | Co-Chair EMS/Director EMT/SC | 2,733.00 | Fall 2012 |
| Grihalva, Lawrence | Co-Chair EMS/Director EMT/SC | 158.92 | Fall 2013 |
| Haeri, Mitchell | Co-Chair, Astron., Physics, Eng./SC | 224.31 | Spring 2012 |
| Haeri, Mitchell | Co-Chair, Astron., Physics, Eng./SC | 655.00 | Fall 2012 |
| Hardick, Randolph | Co-Chair, EMS/Dir. Paramedic/SC | 466.86 | Fall 2013 |
| Hernandez-Bravo, C. | Chair, Int'l Languages/SC | 852.53 | Spring 2012 |
| Hernandez-Bravo, C. | Chair, Int'l Languages/SC | 853.00 | Fall 2012 |
| Hewitt, Suzanne | Chair, Consumer Fam Sci/FN/SC | 864.67 | Spring 2012 |
| Hewitt, Suzanne | Chair, Consumer Fam Sci/FN/SC | 865.00 | Fall 2012 |
| Huntley, Anthony | Co-Chair, Biology/SC | 478.48 | Spring 2012 |
| Jacobsen, Karen | Chair, Health/SC | 1,412.00 | Spring 2012 |
| Jacobsen, Karen | Chair, Health/SC | 412.00 | Fall 2012 |
| Konishi, Hiro | Co-Chair, CTVR/SC | 881.98 | Spring 2012 |
| Konishi, Hiro | Co-Chair, CTVR/SC | 882.00 | Fall 2012 |
| Levin, Patricia | Chair, Art/SC | 2,124.83 | Spring 2012 |
| Levin, Patricia | Chair, Art/SC | 1,062.00 | Fall 2012 |
| Levin, Patricia | Chair, Art/SC | 1,697.00 | Spring 2013 |
| McFann, Kent | Chair, Theatre/SC | 1,886.23 | Spring 2012 |
| McFann, Kent | Chair, Theatre/SC | 1,886.00 | Fall 2012 |
| Messenger, Lisa | Chair, Emeritus (Health)/SC | 798.00 | Fall 2013 |

B. SADDLEBACK COLLEGE - RETROACTIVE CHAIR/CO-CHAIR STIPEND
COMPENSATION: GENERAL FUND - Continued

2. It is recommended that the following Saddleback College faculty members be compensated as indicated below for retroactive stipend owed for Spring 2012, Fall 2012, Spring 2013 & Fall 2013 semesters.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed</u> | <u>Effective Semester</u> |
|----------------------|------------------------------------|----------------------|---------------------------|
| | | <u>Amount (\$)</u> | |
| Meyer, Clifford | Chair, Automotive/SC | 1,556.64 | Spring 2012 |
| Meyer, Clifford | Chair, Automotive/SC | 1,557.00 | Fall 2012 |
| Meyer-Canales, K. | Co-Chair, Astron./ Phys./ Eng./SC | 224.31 | Spring 2012 |
| Meyer-Canales, K. | Co-Chair, Astron./ Phys./ Eng./SC | 655.00 | Fall 2012 |
| Myers, Charles | Co-Chair, CTRV/SC | 881.98 | Spring 2012 |
| Myers, Charles | Co-Chair, CTRV/SC | 882.00 | Fall 2012 |
| Obermeyer, Veronica | Chair, Art/SC | 1,062.00 | Fall 2012 |
| Penland, Barbara | Co-Chair EMS/Dir. Paramedic/SC | 231.22 | Fall 2013 |
| Quade, Joyce | Chair, CIM/SC | 381.29 | Spring 2012 |
| Quade, Joyce | Chair, CIM/SC | 381.00 | Fall 2012 |
| Reed, Michael | Chair, Journalism/SC | 351.63 | Spring 2012 |
| Reed, Michael | Chair, Journalism/SC | 352.00 | Fall 2012 |
| Repka, James | Chair, Geology/Oceanography/SC | 379.79 | Spring 2012 |
| Repka, James | Chair, Geology/Oceanography/SC | 380.00 | Fall 2012 |
| Schermerhorn, B. | Co-Chair, Real Estate/SC | 595.00 | Fall 2012 |
| Smith, Basil | Chair, Humanities/Philosophy/SC | 380.90 | Spring 2012 |
| Smith, Basil | Chair, Humanities/Philosophy/SC | 381.00 | Fall 2012 |
| Smith, Jeanne | Chair, Mathematics/SC | 1,211.00 | Spring 2013 |
| Smith, Jeanne | Chair, Mathematics/SC | 53.88 | Fall 2013 |
| Stankovich, Kimberly | Chair, Speech/SC | 767.75 | Spring 2012 |
| Stankovich, Kimberly | Chair, Speech/SC | 768.00 | Fall 2012 |
| Stephens, Blake | Chair, Architecture/Drafting/SC | 2,210.32 | Spring 2012 |
| Stephens, Blake | Chair, Architecture/Drafting/SC | 2,210.00 | Fall 2012 |
| Stevens, Kay | Chair, Med. Asst/Ins. Coding/SC | 509.14 | Spring 2012 |
| Stevens, Kay | Chair, Med. Asst/Ins. Coding/SC | 509.00 | Fall 2012 |
| Stevenson, William | Co-Chair, English/SC | 848.20 | Spring 2012 |
| Tamialis, Barbara | Chair, Child Development/SC | 1,258.64 | Spring 2012 |
| Tamialis, Barbara | Chair, Child Development/SC | 1,259.00 | Fall 2012 |
| Taylor, Karen | Chair, Graphic Design/SC | 1,625.97 | Spring 2012 |
| Taylor, Karen | Chair, Graphic Design/SC | 1,626.00 | Fall 2012 |
| Teh, Steve | Co-Chair, Biology/SC | 478.48 | Spring 2012 |
| Teh, Steve | Co-Chair, Biology/SC | 2,248.00 | Fall 2012 |
| Teng, Anthony | Chair, Accounting/SC | 146.29 | Spring 2012 |
| Thomas, Arlene | Chair, Int. Design/Travel Mgmt./SC | 983.10 | Spring 2012 |
| Thomas, Arlene | Chair, Int. Design/Travel Mgmt./SC | 983.00 | Fall 2012 |
| Welc, Martin | Co-Chair, Real Estate/SC | 1,190.82 | Spring 2012 |
| Welc, Martin | Co-Chair, Real Estate/SC | 595.00 | Fall 2012 |

Addendum to
Item 6.8, Exhibit C

Exhibit C
Page 1 of 1

ATTACHMENT 1

A. IRVINE VALLEY COLLEGE - RETROACTIVE CHAIR/CO-CHAIR STIPEND
COMPENSATION: GENERAL FUND - ADDENDUM

1. It is recommended that the following Irvine Valley College faculty members be compensated as indicated below for retroactive stipend owed for Spring 2013 & Fall 2013 semesters.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed</u> <u>Amount (\$)</u> | <u>Effective Semester</u> |
|---------------|----------------------|--|---------------------------|
| Fesler, Susan | Chair, Languages/IVC | 177.16 | Spring 2013 |
| Fesler, Susan | Chair, Languages/IVC | 27.40 | Fall 2013 |

B. SADDLEBACK COLLEGE - RETROACTIVE CHAIR/CO-CHAIR STIPEND
COMPENSATION: GENERAL FUND - ADDENDUM

1. It is recommended that the following Saddleback College faculty members be compensated as indicated below for retroactive stipend owed for Spring 2014 semester.

| <u>Name</u> | <u>Activity</u> | <u>Not to Exceed</u> <u>Amount (\$)</u> | <u>Effective Semester</u> |
|--------------------|---------------------------------|--|---------------------------|
| Grihalva, Lawrence | Co-Chair EMS/Director EMT/SC | 158.92 | Spring 2014 |
| Hardick, Randolph | Co-Chair, EMS/Dir. Paramedic/SC | 466.86 | Spring 2014 |
| Penland, Barbara | Co-Chair EMS/Dir. Paramedic/SC | 231.22 | Spring 2014 |
| Smith, Jeanne | Chair, Mathematics/SC | 53.88 | Spring 2014 |

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. CAPENER, CHRIS is to be employed as Health Office Assistant, Pos. #4829, Student Health Center, Office of Student Services, Saddleback College, Classified Bargaining Unit Salary Schedule Range 115, Step 1, 24 hours per week, 12 months per year, effective April 21, 2014. This is a replacement for Gina Lakow-Oram, who received a change in status.
 - b. FUENTES, TONI is to be employed as Senior Administrative Assistant, Pos. #3415, Humanities and Languages, School of Liberal Arts, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 127, Step 2, 40 hours per week, 12 months per year, effective April 9, 2014. This is a replacement for Claudia Horak, who retired.
 - c. GOROSTIZA, GENARO is to be employed as Police Officer, Pos. #4234, Office of Campus Safety and Security, Irvine Valley College, Classified Police Officers Association Salary Schedule Range 002, Step 1, 16 hours per week, 12 months per year, effective April 29, 2014. This is a replacement for William Davis, who received a change in status.
 - d. TURNER, AMANDA is to be employed as Senior Administrative Assistant, Pos. #4835, Office of Technology Services, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 127, Step 1, 40 hours per week, 12 months per year, effective March 31, 2014. This position was approved by the Board of Trustees August 26, 2013.
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> | <u>Classification</u> | <u>Range/Step</u> | <u>Start Date</u> |
|-----------------------|---------------------------------------|-------------------|-------------------|
| Alizadeh, Tara | Laboratory Technician, Computers/SC | 122/1 | 02/24/14 |
| Case, Pamela | Counseling Office Assistant/SC | 115/1 | 02/18/14 |
| Chacon, Justine | Utility Custodian/SC | 117/1 | 02/24/14 |
| Gonzalez, Denisse | New Media & Marketing Specialist/SC | 138/1 | 03/13/14 |
| Guzman, Geronimo | Sr. Lab Tech, Theatre A./Carpentry/SC | 130/1 | 03/11/14 |
| Kirk, Alicia | Program Assistant/SC | 118/1 | 04/01/14 |
| Ludes, Denise | Program Specialist, Categorical/SC | 130/1 | 02/24/14 |
| Morales Guevara, Jose | Clerical Assistant, Categorical/IVC | 113/1 | 03/14/14 |
| Murphy, Victor | Plumber/IVC | 128/1 | 03/19/14 |
| Ponce De Leon, Angel | Utility Custodian/SC | 117/1 | 02/15/14 |
| Strother, Beverly | Executive Assistant/SC | 133/1 | 01/22/14 |
| Turner, Allyson | Accounting Assistant/IVC | 118/1 | 04/02/14 |

A. NEW PERSONNEL APPOINTMENTS - Continued

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2013/2014** academic year, on an if-and-as-needed basis, and shall work no more than 160 days in any fiscal year. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

| <u>Name</u> | <u>Position</u> | <u>Hourly Rate (\$)</u> | <u>Start/End Date</u> |
|---------------------------------|-----------------------------|-------------------------|-----------------------|
| Artemov, Juliana | Project Specialist/SC | 10.50 | 03/24/14-06/30/14 |
| Banks, Joshua | Project Specialist/IVC | 20.00 | 03/24/14-06/30/14 |
| Becker, Judith | Project Specialist/IVC | 20.00 | 03/17/14-06/30/14 |
| Chalan, Sheila | Clerk, Short-Term/IVC | 9.50 | 03/14/14-06/30/14 |
| Chan, Sommarani | Project Specialist/IVC | 20.00 | 03/19/14-06/30/14 |
| Denicola, Beverly | Special Project Coord./IVC | 40.00 | 03/11/14-06/30/14 |
| Eien, Eddie | TMD Aide/IVC | 20.00 | 02/15/14-06/30/14 |
| Garcia, Amy | Project Specialist/SC | 9.50 | 03/01/14-06/30/14 |
| Gould Morgan, Dece | Project Specialist/SC | 20.00 | 03/01/14-06/30/14 |
| Guajardo, Zachary | Clerk, Short-Term/SC | 15.00 | 04/07/14-06/30/14 |
| Haraikawa, Susan | Clerk, Short-Term/IVC | 9.50 | 03/31/14-06/30/14 |
| Hartman, John | Project Specialist/SC | 18.00 | 02/24/14-06/30/14 |
| Hernandez, Joany | TMD Aide/SC | 12.50 | 03/15/14-06/30/14 |
| Horner, David | ST Campus Security Off/SC | 20.00 | 03/27/14-06/30/14 |
| Lao, Albert | Project Specialist (IT)/SC | 30.00 | 03/24/14-06/30/14 |
| Lee, Hannah | Project Specialist/IVC | 20.00 | 04/02/14-06/30/14 |
| Madriaga, Marco | Outreach Aide/SC | 13.00 | 03/15/14-06/30/14 |
| Mapendo, Esperance | Project Specialist/IVC | 12.50 | 03/01/14-06/30/14 |
| Martinez, Paul | Project Specialist/SC | 15.00 | 01/20/14-06/30/14 |
| Matos, Arsenio | Project Specialist (IT)/SC | 30.00 | 03/24/14-06/30/14 |
| McLain, Heather | TMD Aide/SC | 14.00 | 03/15/14-06/30/14 |
| Nisperos, Leilani | Project Specialist/IVC | 20.00 | 03/17/14-06/30/14 |
| Paegert, Kina | Project Specialist/IVC | 20.00 | 03/31/14-06/30/14 |
| Pena, Leoncio | Project Specialist/IVC | 20.00 | 03/19/14-06/30/14 |
| Rand, Amy | TMD Aide/SC | 20.00 | 03/06/14-06/30/14 |
| Shomph, Crystal | TMD Aide/IVC | 20.00 | 02/15/14-06/30/14 |
| Sivocovich, Kellen | Project Specialist (IT)/IVC | 20.00 | 03/14/14-06/30/14 |
| Skidmore, Brian | ST Campus Security Off/SC | 20.00 | 03/18/14-06/30/14 |
| Strother, Beverly | Project Specialist/SC | 16.00 | 03/24/14-06/30/14 |
| Theriault, Brandon ¹ | Project Specialist/IVC | 15.00 | 02/18/14-06/30/14 |
| Thomas, Martha | Clerk, Short-Term/SC | 13.00 | 03/25/14-06/30/14 |
| Webster, Patrick | Project Specialist/SC | 20.00 | 02/25/14-06/30/14 |
| Viray, Jeffrey | Clerk, Short-Term/IVC | 9.50 | 03/13/14-06/30/14 |
| Weiss, Elizabeth | Special Proj. Coord./IVC | 40.00 | 03/05/14-06/30/14 |
| Yazdanie, Haider | Clerk, Short-Term/IVC | 9.50 | 03/17/14-06/30/14 |
| Yonan, Kirsten | Coaching Aide/SC | 15.00 | 02/15/14-06/30/14 |

¹ Son of James Theriault, Police Officer, and Sandrina Theriault, Dispatcher Lead, Office of Campus Safety and Security, Irvine Valley College.

A. NEW PERSONNEL APPOINTMENTS - Continued

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 **2013/2014** academic year.

| <u>Name</u> | <u>Start/End Date</u> |
|------------------|-----------------------|
| Hosseini, Taheri | 02/18/14-06/30/14 |

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 **2013/2014** academic year. Each individual's rate of pay not to exceed the amount as defined below. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

| <u>Name</u> | <u>Position</u> | <u>Not to Exceed (\$)</u> | <u>Start/End Date</u> |
|------------------------------|--------------------------|---------------------------|-----------------------|
| Baldonado, Elgitz | Comm. Ed./IVC | 2500.00/cs | 03/19/14-06/30/14 |
| Duong, Tanya | Tutor/IVC | 15.00/hr | 03/24/14-06/30/14 |
| Galbraith, Mark | Medical Professional/SC | 100.00/hr | 01/01/14-06/30/14 |
| Gallegos, Humberto | Workforce Trainer/IVC | 72.00/hr | 03/31/14-06/30/14 |
| Gates, Stephanie | Med. Professional/IVC | 30.00/hr | 03/20/14-06/30/14 |
| Gialamas, Gus | Medical Professional/SC | 100.00/hr | 01/01/14-06/30/14 |
| Gotschall, Brook | Workforce Trainer/IVC | 72.00/hr | 03/26/14-06/30/14 |
| Hsu, Yau Ren | Clinical Skills Spec./SC | 30.00/hr | 03/19/14-06/30/14 |
| Johnson, Michael | Clinical Skills Spec./SC | 30.00/hr | 03/19/14-06/30/14 |
| Le, Khoa | Workforce Trainer/IVC | 72.00/hr | 03/24/14-06/30/14 |
| Lillicrop, John | Workforce Trainer/IVC | 72.00/hr | 03/19/14-06/30/14 |
| Marangi, Kent | Medical Professional/SC | 100.00/hr | 01/01/14-06/30/14 |
| ² Matthews, Duane | Comm. Ed./SC | 2500.00/cs | 04/03/14-06/30/14 |
| Moscarello, Michele | Medical Professional/IVC | 100.00/hr | 03/19/14-06/30/14 |
| ³ Parker, Barbara | Workforce Trainer/IVC | 72.00/hr | 03/17/14-06/30/14 |
| ³ Parker, Jack | Workforce Trainer/IVC | 72.00/hr | 03/17/14-06/30/14 |
| Pierce, Philip | Clinical Skills Spec./SC | 30.00/hr | 03/25/14-06/30/14 |
| Ramos, David | Interpreter IV/IVC | 42.00/hr | 03/26/14-06/30/14 |

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION

1. BUYER, Classified Bargaining Unit Salary Schedule Range 126, Facilities, Planning and Purchasing, Office of Business Services, District seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective April 29, 2014.

² Retired from District with CalPERS December 29, 2012.

³ Spouses, both work for Community Education and Contract Education, Saddleback College.

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION -
Continued

2. PROGRAM ASSISTANT, CATEGORICAL, a grant funded position, Classified Bargaining Unit Salary Schedule Range 118, Extended and Online Education, 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 April 29, 2014. Employment in the categorical funded position is contingent upon funding by the AB86 grant.
3. PROGRAM SPECIALIST, CATEGORICAL, a grant funded position, Classified Bargaining Unit Salary Schedule Range 130, School of Instruction, Economic and Work Force 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 April 29, 2014. Employment in the categorical funded position is contingent upon funding by the Economic and Workforce Development budget.
4. SCHEDULING AND ENROLLMENT PLANNING ANALYST, Classified Bargaining Unit Salary Schedule Range 138, Office of Instruction, Saddleback College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective April 29, 2014. (Job Description, Exhibit B, Attachment 2)

C. FUNDING FOR A CLASSIFIED POSITION

1. SENIOR RESEARCH AND PLANNING ANALYST, Pos. #4972, a partial general and grant funded position, Office of Planning, Research and Accreditation, Saddleback College, Classified Bargaining Unit Salary Schedule Range 144, full-time, 40 hour per week, 12 months per year position, approved by the Board of Trustees on March 31, 2014, will be funded by 84% general funds, and 16% grant funds from the Common Assessment Initiative grant. Employment in this position is contingent upon these funding sources.

D. AUTHORIZATION TO ELIMINATE AND CREATE CLASSIFIED POSITIONS

1. IRVINE VALLEY COLLEGE seeks authorization to eliminate and create the following Classified positions, within their organization as defined by Title V Education Regulation, Section (a) and (b), Recruitment 53021.
 - a. **ELIMINATE** COORDINATED SCHEDULING ANALYST, Pos. #4718, Office of Instruction, Classified Bargaining Unit Salary Schedule Range 132, full-time, 40 hour per week, 12 months per year from its staff complement, and **CREATE** SCHEDULING AND ENROLLMENT PLANNING ANALYST, Office of Instruction, Classified Bargaining Unit Salary Schedule Range 132, full-time, 40 hour per week, 12 months per year position to its staff complement, effective April 29, 2014. (Pos. #4718 was approved by the Board of Trustees on December 17, 2012) (Job Description, Exhibit B, Attachment 2)
 - i. **RECLASSIFY** LISA HOLMES, ID #19353, from Coordinated Scheduling Analyst, Pos. #4718, Office of Instruction, Classified Bargaining Unit Salary Schedule Range 132, Step 3, 40 hours per week, 12 months per year; to Scheduling and Enrollment Planning Analyst, Office of Instruction, Classified Bargaining Unit Salary Schedule Range 138, Step 1, 40 hours per week, 12 months per year; effective April 29, 2014.

D. AUTHORIZATION TO ELIMINATE AND CREATE CLASSIFIED POSITIONS -

Continued

2. SADDLEBACK COLLEGE seeks authorization to eliminate and create the following Classified positions, within their organization as defined by Title V Education Regulation, Section (a) and (b), Recruitment 53021.
 - a. **ELIMINATE** HEALTH SCIENCE AND HUMAN SERVICES PROGRAM SPECIALIST, Pos. #3234, Division of Health Sciences and Human Services, Classified Bargaining Unit Salary Schedule Range 123, full-time, 40 hour per week, 12 months per year from its staff complement, and **CREATE** EMS PROGRAM SPECIALIST, Division of Health Sciences and Human Services, Classified Bargaining Unit Salary Schedule Range 123, full-time, 40 hour per week, 12 months per year position to its staff complement, effective April 29, 2014. (Pos. #3234 was approved by the Board of Trustees on February 27, 2006) (Job Description, Exhibit B, Attachment 1)
 - i. **RECLASSIFY** VICTORIA ORLICH, ID #16839, from Health Sciences and Human Services Program Specialist, Pos. #3234, Division of Health Sciences and Human Services, Classified Bargaining Unit Salary Schedule Range 123, Step 5, full-time, 40 hour per week, 12 months per year; to EMS Program Specialist, Division of Health Sciences and Human Services, Classified Bargaining Unit Salary Schedule Range 123, Step 5, full-time, 40 hour per week, 12 months per year; effective April 29, 2014.

E. CHANGE OF STATUS

1. **CLASSIFIED EMPLOYMENT** (Information Items – Pursuant to Board Policy 4002.1)
 - a. COLCLOUGH, BEEP, ID #6175, Extended Opportunity Program Specialist, Pos. #3432, Classified Bargaining Unit Salary Schedule Range 121, Step 6, 40 hours per week, 12 months per year, Extended Opportunity Program, School of Guidance and Counseling, Irvine Valley College, is to be employed as Senior Matriculation Specialist, Categorical, Pos. #3594, Classified Bargaining Unit Salary Schedule Range 127, Step 4, 40 hours per week, 12 months per year, School of Admissions, Records and Enrollment Services, Irvine Valley College, effective April 14, 2014. This is a replacement for Joe Liu, who was given a change in status.
 - b. SCHOLL, JULIE, ID #17374, Laboratory Technician, Student Success Center, Pos. #4749, Classified Bargaining Unit Salary Schedule Range 122, Step 5, 40 hours per week, 10 months per year, School of Library Services, Irvine Valley College, is to be employed as Senior Administrative Assistant, Pos. #4928, Classified Bargaining Unit Salary Schedule Range 127, Step 4, 40 hours per week, 12 months per year, School of Library Services, Irvine Valley College, effective April 14, 2014. This is a replacement for Rocio Navarro, who resigned.

F. OUT OF CLASS ASSIGNMENTS

1. COLCLOUGH, BEEP, ID #6175, Senior Matriculation Specialist, Pos. #4984, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 127, Step 4, 40 hours per week, School of Admissions, Records, and Enrollment Services, Irvine Valley College, temporary assignment ends on April 13, 2014.

F. OUT OF CLASS ASSIGNMENTS - Continued

2. DAI, FARIBA, ID #14044, International Student Program Specialist, Pos. #3535, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 129, Step 5, 40 hours per week, Division of Admissions, Records and Enrollment Services, Saddleback College, temporary assignment has been extended to end no later than November 16, 2014, effective April 7, 2014.
3. GORDON, DENNIS, ID #16460, Senior Accounting Specialist, Pos. #4116, Classified Bargaining Unit Salary Schedule Range 131, Step 6, 40 hours per week, 12 months per year, Office of College Fiscal Services, Irvine Valley College, has been given a temporary change in assignment to Acting Director of Student Life, Pos. #4562, Integrated Academic and Classified Administrators and Managers Salary Schedule Range 14, Step 1, 40 hours per week, Student Development, Office of Student Services, Irvine Valley College, effective March 24, 2014. This is a temporary reassignment for Virginia Helen Locke, who is on leave.
4. KIM, BRIAN, ID #17698, Accounting Specialist, Pos. #4242, Classified Bargaining Unit Salary Range 127, Step 5, 40 hours per week, 12 months per year, Office of College Fiscal Services, Irvine Valley College, has been given a temporary change in assignment to Budget Control/Fiscal Officer, Pos. #3518, Classified Bargaining Unit Salary Schedule Range 130, Step 5, 40 hours per week, Office of College Fiscal Services, Irvine Valley College, effective April 1, 2014. This is a temporary reassignment for Diana Walker, who is in a temporary assignment.
5. LEOWIDJAJA, SILVERIUS, ID #14272, Admissions and Records Evaluator, Pos. #3273, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 126, Step 6, 40 hours per week, School of Admissions, Records, and Enrollment Services, Irvine Valley College, temporary assignment ends on March 23, 2014, returns to permanent assignment as Admissions and Records Specialist III, Pos. #3394, Classified Bargaining Unit Salary Schedule Range 122, Step 6, 40 hours per week, 12 months per year, School of Admissions, Records, and Enrollment Services, Irvine Valley College, effective March 24, 2014.
6. NGO, CECILIA, ID #19236, Accounting Assistant, Pos. #4309, Classified Bargaining Unit Salary Schedule Range 118, Step 2, 25 hours per week, 12 months per year, Office of College Fiscal Services, Irvine Valley College, has been given a temporary change in assignment to Accounting Specialist, Pos. #4242, Classified Bargaining Unit Salary Schedule Range 127, Step 1, 25 hours per week, Office of College Fiscal Services, Irvine Valley College, effective April 1, 2014. This is a temporary reassignment for Brian Kim, who is in a temporary assignment.
7. NGUYEN, VINCENT, ID #8500, Admissions and Records Specialist II, Pos. #4460, Classified Bargaining Unit Salary Schedule Range 120, Step 6, 40 hours per week, 12 months per year, School of Admissions, Records and Enrollment Services, Irvine Valley College, has been given a temporary change in assignment to Admissions and Records Evaluator, Pos. #3273, Classified Bargaining Unit Salary Schedule Range 126, Step 4, 40 hours per week, School of Admissions, Records and Enrollment Services, Irvine Valley College, effective April 1, 2014. This is a temporary reassignment for Gillian Patella, who is temporarily reassigned duties.

F. OUT OF CLASS ASSIGNMENTS - Continued

8. SILGAILIS, STEVEN, ID #15658, Office Assistant, Pos. #3149, Classified Bargaining Unit Salary Schedule Range 113, Step 6, 25 hours per week, 12 months per year, DSPS, School of Guidance and Counseling, Irvine Valley College, has been given a temporary change in assignment to Admissions and Records Specialist II, Pos. #4460, Classified Bargaining Unit Salary Schedule Range 120, Step 4, 40 hours per week, 12 months per year, School of Admissions, Records and Enrollment Services, Irvine Valley College, effective December 2, 2013 through November 30, 2014. This is a temporary reassignment for Vincent Nguyen, who is in a temporary assignment.
9. WALKER, DIANA, ID #9461, Budget Control/Fiscal Officer, Pos. #3518, Classified Bargaining Unit Salary Schedule Range 130, Step 6, 40 hours per week, 12 months per year, Office of College Fiscal Services, Irvine Valley College, has been given a temporary change in assignment to Senior Accounting Specialist, Pos. #4116, Classified Bargaining Unit Salary Schedule Range 131, Step 6, 40 hours per week, Office of College Fiscal Services, Irvine Valley College, effective April 1, 2014. This is a temporary reassignment for Dennis Gordon, who is in a temporary assignment.

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. AFSHARI, MARYAM, ID #12385, Counseling Office Assistant, Pos. #3238, Division of Counseling Services, Saddleback College, Classified Bargaining Unit Salary Schedule Range 115, Step 6, 29 hours per week, 12 months per year, resignation effective March 21, 2014. Payment is authorized for any compensated time off. (Permanent Start date: June 15, 2004)
2. CONNOLLY, MONIKA, ID #17294, International Student Program Specialist, Pos. #3535, Division of Admissions, Records and Enrollment Services, Saddleback College, Classified Bargaining Unit Salary Schedule Range 129, Step 5, 40 hours per week, 12 months per year, resignation effective April 4, 2014. Payment is authorized for any compensated time off. (Permanent Start date: December 7, 2009)
3. MASTRANGELO, CHRISTOPHER, ID #15355, Laboratory Technician, Computers, Pos. #3364, Division of Business Sciences and Vocational Education and Economic Development, Saddleback College, Classified Bargaining Unit Salary Schedule Range 122, Step 2, 20 hours per week, 12 months per year, resignation effective April 10, 2014. Payment is authorized for any compensated time off. (Permanent Start date: April 1, 2013)
4. LAU, LORETTA, ID #19164, Library Assistant II, Pos. #4681, School of Library Services, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 119, Step 2, 40 hours per week, 10 months per year, conclusion of employment effective April 11, 2014. Payment is authorized for any compensated time off. (Probationary Start date: April 15, 2013)
5. RAGAN, KAY, ID #19893, Acting Director of Student Life, Pos. #4933, Student Development, Office of Student Services, Irvine Valley College, Integrated Academic and Classified Administrators and Managers Salary Schedule Range 14, Step 8, 40 hours per week, 12 months per year, resignation effective March 21, 2014. (Temporary Start date: January 27, 2014)

G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

6. YARNALL, BRIAN, ID #2620, Senior Laboratory Technician, Automotive, Pos. #3537, Division of Advanced Technology and Applied Sciences, Saddleback College, Classified Bargaining Unit Salary Schedule Range 130, Step 6, 29 hours per week, 12 months per year, resignation effective May 22, 2014 and retirement effective May 23, 2014. Payment is authorized for any compensated time off. (Permanent Start date: November 26, 1991)

H. VOLUNTEERS

1. The following individuals are to be approved as Volunteers for the 2013/2014 academic year.

Advanced Technology and Applied Science, Saddleback College

| | | |
|---------------------|-------------------------|----------------------|
| Abbasinik, Maral | Abramov, Vladimir | Ahadi, Anil |
| Alonso, Maria | Aldridge, Alexander | Alsmadi, Iman |
| Alvizo, Alan | Amini, Bahar | Aranda, Ray |
| Armas, Ruben | Atiyeh, Laith | Atkinson, Tara |
| Ayala, Stephanie | Baer, David | Banarie, Talia |
| Barwinski, Ashley | Bell, Robert | Belsito, Alec |
| Beougher, Cavanaugh | Boerger, Katherine | Bohna, Chad |
| Bonsangue, Hannah` | Boulton, Kendra | Braatlien, Roberta |
| Bratton, Marcus | Brito, Alfredo | Brown, Forrest |
| Burri, Blake | Cabrera, Sydney | Camiolo, Amanda |
| Campuzano, Ivonne | Carlson, Dan | Chandler, Kevin |
| Cintora, Ricardo | Colaw, Clayton | Collins, Patrick |
| Contreras, Luis | Cooney, Brendon | Cottrell, Thomas |
| Cronk, Ashley | Cuevas, Miguel | Cullen, Tiffany |
| Damgaard, Peter | Davidson, Andrew | Davis, Katherine |
| Deckard, Tori | DeSilva, Marcus | De Haan, Rhonda |
| Dettman, Brooke | Diomartich, Troy | Dougherty, Mariah |
| Drader, Molly | Dukes, Dohntae | Dupuis, Cody |
| Dyer, Jake | Eichelberger, Katherine | Elnefeidi, Ahmed |
| Espinoza, Nicolas | Espinoza, Prisma | Elsasser, Shannon |
| Eppel, Thomas | Fansler, Rylee | Farris, Marcella |
| Feldman, Justin | Fenske, Zach | Fernandez, Jacob |
| Ferrier, Adam | Fischella, Michael | Fisher, Steven |
| Flores, Erika | Ford, Jonathan | Fox, Adam |
| Friel, Brenden | Fucchi, Nicholas | Ganjianpur, Michelle |
| Garaghty, Ryan | Garland-Mocnik, Jayson | Gasmena, Alexander |
| Geason, Robert | Gell, Kalen | Glockner, Ashley |
| Gloria, Natalie | Gold, Nick | Golemo, Brandon |
| Gomez, Kevin | Gonzales, German | Gonzalez, Tony |
| Gorman, Reilly | Greig, Jennifer | Groon, Kaelin |
| Guerrero, William | Guo, Ziqi | Guy, Jeffrey |
| Hall, Samuel | Hamada, Kaitlin | Harper, Crystal |
| Hart, James | Hasal, Nathaniel | Hashemi, Ryan |
| Hateley, Chelsea | Hedden, Kyle | Hendrickson, Jacob |
| Hennings, Cody | Heredia, Danny | Hernandez, Fernando |
| Hernandez, Karen | Hewitt, Matthew | Higuera, Jaisey |
| Hojabry, Aubteen | Holt, Chris | Hottenroth, Elise |

H. VOLUNTEERS - Continued

1. The following individuals are to be approved as Volunteers for the 2013/2014 academic year.

Advanced Technology and Applied Science, Saddleback College

| | | |
|----------------------------|-------------------------|-----------------------|
| Hughes, Teresa | Hutton, Cole | Hyde, Brion |
| Jamison, Leah | Jauregui, Raymond | Javunshiri, Nick |
| Johnson, Chase | Johnson, Kelsey | Johnson, Sean |
| Juarez, Lucia | Kendig, Megan | Kennedy, Johnathan |
| Kim, Alex | Kinsey, Riley | Kirkwood, Dallas |
| Kitchen, Dakota | Klein, Brianna | Koster, Elliot |
| Kuhn, Ashley | Kushnir, Andre | Lancaster, Quinn |
| Lane, Lindsay | Laur, Heidi | Laurie, Mary |
| Layton, Stephanie | Ledford, Grayson | Ledford, Steven |
| Leeds, Jillian | Lerner, Emily | Leveque, Mackenzie |
| Leyva, Allison | Li, Bowen | Lievana, Roberto |
| Lobo, Matt | Lotito, Michael | Macbado, Kaique |
| Maccaro, Ciara | Malik, Ahmed | Maka, Brian |
| Maldonado, Jenry | Mandujano, John | Manos, Reilly |
| Marcotte, Haley | Maria, Selavi | Martensen, Sarah |
| Martinez, Alessandra | Martinez-Bennett, Kirra | McCallum, Veronica |
| McDermott, Alexandra | McGirr, Christian | Mersereau, Summer |
| Miranda, Sofia | Mohseni, Shervin | Mojarro-Busto, Andree |
| Monaghan, Jeffrey | Moorhead, Alec | Moorhead, Christopher |
| Moye, Drake | Murphy-Fahlgren, Thorin | Murray, Justin |
| Nadimzadeh, Amin | Neal, Brandon | Neal, Brittanie |
| Nguyen, Leslie | Nicolopoulos, John | Nicolosi, Michael |
| Noell, Cheyenne | Noori, Mimi | Nordfelt, Andrew |
| Null, Erica | O'Neill, Alexis | Oates, Allison |
| Oller, Josh | Orfila, Nick | Palma, Summer |
| Parker, Keith | Patel, Rushil | Peace, Madison |
| Phillips, Susan | Piccardo, Clara | Pirahmadi, Farimah |
| Pope, David | Portillo, Ronald | Pounds, Sterling |
| Rai, Devika | Raulston, Holden | Reynoso, Annette |
| Ricca, Kelly | Rivera, Josue | Roberts, Paul |
| Roman, Mario | Rosen, Anne | Ross, Alexis |
| Safavi, Sid Mohammad | Salehian, Seena | Sanchez, Gerard |
| Sanchez-Zocarias, Salvador | Sarvey, Madeline | Schotl, Samuel |
| Schrum, Payton | Shearman, Carrie | Sheckler, Rachel |
| Sikorski, Jason | Skahill, Tara | Snyder, Kathryn |
| Spencer, Kyle | Stafford, Corey | Stevens, Andrew |
| St. John, Shannon | Stromberg, Jeff | Stuart, Andrew |
| Taylor, Garrett | Thielen, Joe | Thiercof, Franklin |
| Thierjung, Katie | Thomas, Logan | Thornton, Keira |
| Thum, Kelsey | Tipton-Johns, Suzette | Tisani, Ramsey |
| Tripp, Cole | Umali, Joselito | Uranga, Lindsey |
| Van Der Linden, Zoe | Violette, Austin | Walker, McKenna |
| Weiser, Justin | Welch, Martha | Wence, Isaac |
| Werk, Griffin | Willis, Jessica | Wilson, Keegan |
| Wolfe, Ivy | Woodward, Kathleen | Yearwood, Drew |
| Yazdan, Arvin | Zuhuruddin, Khaja | |

H. VOLUNTEERS - Continued

1. The following individuals are to be approved as Volunteers for the 2013/2014 academic year.

Fine Arts and Media Technology, Saddleback College

| | | |
|--------------------|-----------------|----------------|
| Lavayen, Catherine | Miller, Kristen | Roe, Annika |
| Roe, Carla | Shreve, Katie | Shreve, Kendra |
| Steines, Allyson | Steines, Claire | Wurffell, Yoon |

Kinesiology and Athletics, Saddleback College

| | |
|-----------------|--------------|
| Bosanko, Robert | Fusco, Vince |
|-----------------|--------------|

Guidance and Counseling, Irvine Valley College

Mar, Hsiang Ju (Ruby)

ATTACHMENT 1

South Orange County Community College District

EMS PROGRAM SPECIALIST, JC ID #- Classified Bargaining Unit Salary Schedule Range 123

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 general supervision from the assigned administrator, performs responsible general administrative, programmatic, secretarial, clerical assistance, and specialized duties in support of EMS programs within the Health Sciences and Human Services Division; coordinates major activities and programs; and provides a variety of specialized information and assistance to students, faculty, staff, public agencies, community leaders, city officials, hospital and ambulance personnel, and the general public relative to assigned EMS program area of responsibility.

May receive technical training and work direction from an academic bargaining unit program supervisor.

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. Perform administrative, programmatic, secretarial, clerical assistance, and specialized duties in support of assigned EMS program within the Health Sciences and Human Services Division such as the Paramedic and EMT program.
2. Provide a variety of specialized information and assistance to students, faculty, staff, public agencies, community leaders, city officials, hospital and ambulance personnel, and the general public relative to assigned EMS program area of responsibility.
3. Prepare and organize various informational and application packets for students applying to EMS programs; coordinate and prepare interview schedule and contact prospective candidates as assigned; prepare correspondence and other required forms for students accepted into various EMS programs and those not accepted; coordinate required paperwork and physicals; perform physical exam follow up; collect money for tuition and related items.
4. Assist students with a variety of matters; provide new and returning students with information and assistance regarding programs and services; assist students in scheduling classes necessary to complete certificate(s); coordinate student enrollment, specialized registration, and payment collections for assigned students with Admissions & Records, student payment office, matriculation office, and other offices on campus; process requests for class waivers; provide presentations to classrooms regarding program activities as needed.
5. Organize internships with/for students enrolled in various classes; prepare contracts with potential facilities where students may intern; organize internship schedules including with hospitals and ambulance services; schedule internship hours with students; read and review intern reports; verify internship work hours; chart, monitor, and maintain intern records; schedule ambulance services for participation in Human Services certificate program testing as assigned.
6. Coordinate contracts for new clinical sites for students within Health Sciences and Human Services Division programs; prepare contract for signatures; follow-up on pending contracts; facilitate new contracts as necessary; maintain contracts books.
7. Send letters of completion to various organizations including those required for exam admittance.

South Orange County Community College District
Page 2 – EMS Program Specialist

8. Provide a variety of assistance and support to faculty; assist instructors with organizing clinical skills days, clinical testing, and National Registry testing; provide information regarding office procedures and office hours; prepare and submit requests for audiovisual equipment to be used in the classroom; post absence, cancelled, and late arrival note on doors of classrooms; may assist in room change or invitation of an outside speaker.
9. Prepare, organize, schedule, and participate in the National Registry practice and exam for Paramedic students; prepare clinical and field books and other materials for students.
10. Prepare and organize licensure packets for Registry exam and State Licensure.
11. Process applicant paperwork for Clinical Skills Specialist positions; schedule skills testing; prepare and process timecards.
12. Facilitate clinical schedules for EMT and Paramedic students with hospitals, fire departments, and ambulance companies.
13. Collect student payments from local fire departments; ensure EMT license, CPR, vaccinations, and related documentation is current.
14. Assist EMS Program Director with accreditation; perform ongoing work to prepare for accreditation.
15. Provide staff support to standing and ad hoc committees and other groups as assigned; attend meetings and take notes or record proceedings; prepare and distribute agendas, background materials, and minutes as appropriate.
16. Assist supervisor in budget administration; track budget activity and resolve budget issues and problems; process and prepare time sheets for signature; post, monitor, and track invoices and other expenditures; process budget/expense transfers; prepare purchase requisitions, check requests, independent contracts, and claims for reimbursement of special funds related to assignment.
17. Participate in the planning, preparation, and coordination of special events, activities, and promotional activities; coordinate with the general public, other educational institutions, and District staff for assigned EMS and other Health Sciences and Human Services Division programs; organize agenda, facilities, and food.
18. Establish and maintain complex, interrelated filing systems including confidential files and student files; collect, compile, and record narrative, statistical, and financial data and other information; research and verify information as requested.
19. Order office supplies, materials, and textbooks as directed; ensure their timely receipt and storage.
20. Ensure proper functioning of assigned classroom and office equipment; submit maintenance work orders for repairs and cleaning as necessary; prepare and submit information technology work orders as necessary for classroom computers and office computers and printers.
21. Serve as receptionist for assigned office/program area; receive telephone callers; respond to routine and specialized questions and requests; provide material and information in response to requests for information related to assigned area of responsibility; communicate information in person or by telephone where judgment, knowledge, and interpretation of policies and procedures are necessary; convey telephone messages; refer callers to appropriate staff for further assistance as needed.
22. Type, format, proofread, duplicate, and distribute a wide variety of correspondence, reports, notices, schedules, lists, forms, and other materials according to established procedures, policies, and standards; prepare class schedules, flyers, brochures, packets, special event announcements, and other marketing materials for EMS programs, courses, and workshops; maintain mailing lists; sort and organize marketing materials for mailing.

South Orange County Community College District
Page 3 – EMS Program Specialist

23. Train and provide work direction to assigned student workers, clerical assistants, and other staff as assigned.
24. Receive mail and identify and refer matters to the administrator in order of priority.
25. Utilize electronic technology to correspond with others and to maintain assigned calendars, schedules, and appointments; coordinate and arrange meetings; coordinate activities with other divisions and departments.
26. Utilize various computer applications and software packages; maintain and generate reports from a database or network system.
27. Operate office equipment including computer equipment, typewriter, calculator, copier, and facsimile machine.
28. Attend conferences or meetings representing the EMS programs as assigned.
29. 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:

Procedures, process, rules, and protocols related to the EMS program including California EMS Authority, National Registry testing processes, and rules of licensure.
Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.
Principles, practices, and procedures of business letter writing and report preparation.
Principles and practices used to establish and maintain files and information retrieval systems.
Principles, practices, and procedures of fiscal, statistical, and administrative record keeping.
Principles of developing and maintaining customer relations.
Principles and techniques used in public relations including methods and techniques of proper receptionist and telephone etiquette.
Basic mathematical concepts.
Basic research methods and techniques.
Work organization and basic office management principles and practices.
English usage, grammar, spelling, punctuation, and vocabulary.

Ability to:

Understand the organization and operation of the EMT and Paramedic program.
Perform a range of administrative, programmatic, secretarial, and clerical duties of a specialized nature involving the use of independent judgment and personal initiative.
Work collaboratively with outside organizations, faculty, students, and staff to coordinate program activities..
Establish and maintain effective working relationships with individuals and organizations outside the District.
Interact extensively with and respond to requests and inquiries from students, faculty, staff, public agencies, community leaders, city officials, hospital and ambulance personnel, and the general public; effectively present information in person or on the telephone to students, staff, or the public.
Use sound judgment in recognizing scope of authority.
Exercise good judgment and discretion in analyzing and resolving confidential, difficult, and sensitive situations.

South Orange County Community College District
Page 4 – EMS Program Specialist

Ability to:

Compile information and write reports, business correspondence, and procedure manuals using correct English usage, grammar, spelling, punctuation and vocabulary.
Research, compile, and interpret data.
Prepare a variety of clear and concise administrative and financial records.
Type or enter data at a speed necessary for successful job performance.
Implement and maintain filing systems.
Independently compose and prepare routine correspondence and memoranda.
Train and provide work direction to others.
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 under steady pressure with frequent interruptions and a high degree of public contact by phone or in person.
Work effectively with minimal 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 coursework or specialized training in business administration, public relations, or a related field.

Experience:

Two years of increasingly responsible secretarial and clerical experience preferably in health sciences, human services, or educational environment and that demonstrates the interpersonal skills to successfully establish and maintain working relationships with other individuals and/or groups; experience or familiarity with EMS programs is highly beneficial.

LICENSE OR CERTIFICATE:

A valid California driver's license and proof of insurability may be required for some positions to drive a District or personal vehicle to attend meetings or pick up/deliver documents or other materials.

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 noise from office equipment operation; frequent interruptions and contact in person and on the telephone with students, academic and classified staff, and others. At least minimal environmental controls are in place to ensure health and comfort.

South Orange County Community College District
Page 5 – EMS Program Specialist

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; to verbally communicate to exchange information; and to occasionally travel to other offices or locations to attend meetings or to pick up or deliver materials. Vision: See in the normal visual range with or without correction. Hearing: Hear in the normal audio range with or without correction.

Created by Forsberg Consulting Services, March 2014

ATTACHMENT 2

South Orange County Community College District

SCHEDULING & ENROLLMENT PLANNING ANALYST, JC ID #- Classified Bargaining Unit
Salary Schedule Range 138

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 of the Vice President for Instruction, plans, conducts, and presents research and analysis of the College's instructional performance data, multi-year schedule plans, and instructional staffing budgets and budget projections; maintains database and analytical tools for schedule planning, enrollment targets, and efficiency measures; and provides a full range of complex decision and schedule planning support to the Vice President for Instruction and the college's enrollment management plans.

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.

30. Assist the Vice President for Instruction in implementing enrollment management processes, schedule planning tools, and in the analysis of the personnel costs related to the scheduled offerings of the College.
31. Coordinate procedures for College enrollment and student success tracking, measurement, and planning; provide research support including data acquisition and analysis for enrollment management and planning; provide research support including data acquisition and analysis for enrollment management and planning; create tools and reports for analyzing data such as fill rates, productivity, various trends, and FTES targets
32. Coordinate with District Information Technology, the District and College Research and Planning Offices, and the College Technology Services unit for the development and implementation of an accurate, effective, and useful District information and college scheduling management system; participate in the District Institutional Research and Technology Committee.
33. Coordinate with the Vice President for Instruction in achieving a multi-year planned student-centered schedule that conforms to established enrollment targets and efficiency targets set by the Vice President for Instruction.
34. Participate in the scheduling process; assist in the development of scheduling timelines; develop planning tools for the schools to utilize for schedule planning; collect, review, and upload the schedule into the IMS; work directly with schools to ensure accuracy of scheduling data; run reports using data warehouse data to analyze the schedule of courses and room utilization.
35. Operate computer and peripheral equipment including the technical aspects of current spreadsheet and database management software; utilize query programs to access data warehouse data; download and transfer data as required for various projects; maintain data quality and integrity.
36. Create, design, and maintain the Office of Instruction website and intranet site; interface with District Information Technology for the maintenance and implementation of related software such as SIS, CSIS, CurrSIS, AMS, and TracDat.

South Orange County Community College District
Page 2 – Scheduling and Enrollment Planning Analyst

37. Perform technical accounting work in the preparation, maintenance, and review of the budgeted and expended personnel accounts related to offering sections of courses to students; assist with the calculations and analysis of various personnel projects including faculty hiring prioritization and department chair stipends.
38. Maintain the College's inventory of classrooms and laboratories used in offering sections of courses; assist with room scheduling; create various reports regarding room utilization and room availability and publish findings to website.
39. Provide information on and interpretation of the regulations and codes pertaining to course scheduling and apportionment claims; provide information and guidance in implementing the Student Attendance Accounting Module; assist in conducting basic and advanced scheduling training classes as required.
40. Participate in the development of end user documentation for schedule planning tools; participate in the development of an enrollment management plan manual.
41. Coordinate activities for meetings, committees, task forces, projects, and assignments related to coordinated scheduling; attend and prepare summary notes for meetings; maintain various statistical records as required.
42. 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:

Standard research methods including data collection and coding methods and procedures.

Office procedures, methods, and equipment including operating characteristics of personal and mainframe computers, peripherals, and a variety of software applications including word processing, advanced spreadsheet, and database management applications.

Principles and procedures of complex data management and reporting.

Principles and practices of fiscal, statistical, and administrative report preparation. Principles of business letter writing.

Analytical and organizational skills. Presentation and training skills.

Oral and written communication skills.

Principles, practices, and procedures of record keeping.

Principles and practices used to establish and maintain files and information retrieval and storage systems.

Work organization principles and practices.

English usage, grammar, spelling, punctuation, and vocabulary. Pertinent federal, state, and local laws, codes, and regulations.

Ability to:

Perform research and analysis work of a specialized nature involving the use of independent judgment and personal initiative.

Analyze current and historical statistical data and develop sound, logical conclusions and recommendations.

Assist in planning, organizing, and directing projects requiring multiple tasks and input from a variety of sources.

Access, download, consolidate, and analyze data from District information systems.

Compile data and prepare and present administrative, analytical, and technical reports and recommendations.

South Orange County Community College District
Page 3 – Scheduling and Enrollment Planning Analyst

Ability to:

Understand the organization and operation of the assigned program area as necessary to assume assigned responsibilities.

Understand, interpret, and apply administrative and office policies and procedures as well as pertinent laws, regulations, and ordinances.

Plan and organize work to meet schedules and changing deadlines.

Operate office equipment including personal and mainframe computers, peripherals, and supporting applications including advanced spreadsheet and database management systems used in data analysis, maintenance, and report preparation.

Adapt to changing technologies and learn functionality of new equipment and systems.

Work under steady pressure with frequent interruptions and a high degree of public contact by phone or in person.

Work well in team situations and collaborate effectively with diverse groups of people.

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 a Bachelor's degree from an accredited college or university with major course work in business administration, economics, sociology, statistics, finance, or a related field. A Master's degree is desirable.

Experience:

Two years of increasingly responsible experience in the collection, analysis, reporting, and presentation of data.

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 noise from office equipment operation; frequent interruptions and contact in person and on the telephone with staff and others. At least minimal environmental controls are in place to assure health and comfort.

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.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Adopt Resolution No. 14-11: Classified Employee Layoff
ACTION: Approval

BACKGROUND

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

STATUS

The categorically funded classified position in Exhibit A shall be eliminated. Order of layoff shall be determined in accordance with the education code and the collective bargaining agreement as applicable.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt Resolution No. 14-11 to approve the reduction and/or discontinuance of classified service shown in Exhibit A.

South Orange County Community College District

**GOVERNING BOARD
RESOLUTION 14-11**

CLASSIFIED LAYOFF RESOLUTION

BE IT RESOLVED that the Governing Board of the South Orange County Community College District, pursuant to the recommendation of the Chancellor, hereby determines that the following classified position be eliminated, as of June 30, 2014 due to a lack of work and/or lack of funds:

| <u>Number of Positions</u> | <u>Job Classification</u> | <u>Assigned Time</u> | <u>Disposition</u> |
|--------------------------------|--|---|--------------------|
| <i>1</i> | <i>HSHS Program Specialist (123) Categorically Funded Nursing Enrollment Growth Grant ASL Mental Health Grant Pos #4885 Saddleback College</i> | <i>40 hours/week 12 months/year</i> | <i>Eliminate</i> |

BE IT FURTHER RESOLVED by the Governing Board as follows:

1. That due to a lack of funds and/or lack of work, the number of classified positions and/or employees and the amount of service rendered shall be reduced by layoff as specified above, pursuant to Education Code Section 88127 and Article 17 of the Collective Bargaining Agreement ("Agreement") between the District and the California School Employees Association – Chapter 586.
2. That the Chancellor, or his designee, is directed to give notice of layoff to the affected classified employees (considering displacement or bumping rights) pursuant to the requirements of law and the Agreement.
3. That said layoff shall become effective on June 30, 2014, subject to negotiations to the extent required by law.
4. That employee laid off pursuant to this Resolution shall be eligible for reemployment pursuant to Education Code Section 88117 and the Agreement, Article 17.

The foregoing resolution is hereby ratified by the South Orange County Community College District Governing Board on the 28th day of April, 2014 by the following vote.

T.J. Prendergast, III, President

Nancy M. Padberg, Vice President

Marcia Milchiker, Clerk

William O. Jay, Member

David B. Lang, Member

Timothy Jemal, Member

James R. Wright, Member

Gary L. Poertner, Chancellor
and Secretary to the Governing Board

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Saddleback College, Return to Basic Aid Project Funding for the Learning Resource Center Renovation

ACTION: Approval

BACKGROUND

On December 19, 2008, the District received notice from the State Chancellor's office that they were: 1) ceasing all contracts paid with state funding; 2) freezing state disbursement requests received after December 17, 2008, and 3) directing that all further progress be paid using local funds with no expectation of reimbursement.

On June 22, 2009, the Board approved a basic aid allocation of \$15,272,000 to fund the state's portion of the Saddleback College Learning Resource Center Renovation construction and equipment phases until state reimbursement was received so the project could move forward.

On March 26, 2012 and after release of state funding, the Board of Trustees returned \$13 million of the \$15,272,000 to the unallocated basic aid account making these funds available for redistribution. The remaining \$2,272,000 was retained in the project budget until the equipment disbursement was received by the state.

STATUS

The district has received the remaining state disbursement for the equipment phase expenditures and staff has determined the remaining \$2,272,000 is available for release back to the unallocated basic aid account.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees return \$2,272,000 of basic aid funds assigned to the Saddleback College Learning Resource Center renovation to the unallocated basic aid account and make them available for redistribution as outlined in BP and AR 3110 Basic Aid Funds Allocation Process.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College and Irvine Valley College: Professors of the Year

ACTION: Information

BACKGROUND

The James Hines Teacher of the Year Foundation annually provides substantial awards to Orange County's outstanding classroom teachers. The awards honor teachers who have inspired and enabled students to improve their lives in ways specifically attributed to the teachers. Each year among the honorees is an Orange County community college faculty member currently employed in one of the Orange County community college districts. Nominees for the community college award are selected by the community colleges in Orange County.

STATUS

For the selection process for the community college award, Saddleback College and Irvine Valley College follow the guidelines established by the Orange County Department of Education. A committee to screen nominees was formed at each college by the Saddleback College Associated Student Government and the Associated Students of Irvine Valley College. The committees included administrators, faculty, and students who made the final selection. The names were forwarded to the academic senates at Saddleback College and Irvine Valley College and were approved by the appropriate college senate.

Saddleback College is proud to announce Alannah Rosenberg, Division of Social & Behavioral Sciences, as the 2014 Full-Time Professor of the Year; Fariba Vatandoust, Division of Math, Science & Engineering, as the Part-Time Professor of the Year; and Collette Chattopadhyay as the Emeritus Institute Professor of the Year.

Irvine Valley College is proud to announce Virginia Shank, School of Humanities & Languages, as the 2014 Full-Time Professor of the Year; Mercedes Julian, School of Humanities & Languages, as the Part-Time Professor of the Year; and JoAnna Schoon as the Emeritus Institute Professor of the Year.

As directed by the Orange County Department of Education and agreed to by the colleges, one nomination will be forwarded to the Orange County Department of Education for the county-wide competition. This year, the nominee will be Virginia Shank from Irvine Valley College.

Item Submitted by: *Dr. Tod A. Burnett and Dr. Glenn R. Roquemore, Presidents*

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Response to Board Request on Retirement Board of Authority Investments

ACTION: Information

BACKGROUND

The Board of Trustees has requested information regarding the Retirement Board of Authority's (RBOA) investment policy, structure, and processes used to manage the Other Post-Employment Benefits (OPEB) trust funds to ensure fiscal stewardship. The OPEB trust fund is for retiree medical benefits. This request was prompted by a recent article reporting the significant investment losses experienced by the UC system.

STATUS

The RBOA was established in 2008 to oversee the OPEB trust established by the District. The members of the RBOA are the Vice Chancellor of Business Services, the Vice Chancellor of Human Resources, the Executive Director of Fiscal Services, the Vice President of Administrative Services at Saddleback College, and the Director of Fiscal Services at Irvine Valley College. The RBOA meets quarterly to review the trust portfolio performance, obtain a capital market overview, approve any disbursements, and review actuary reports. Also attending the meetings are representatives from the plan sponsor, the fund trustee and the investment advisor.

The RBOA is responsible for establishing the investment policy for the trust (EXHIBIT A). The adopted policy is compliant with the California Constitution, California Government Code, and the California Education Code. Among other things, the investment policy establishes investment objectives and guidelines including setting a target rate of return, limiting the types of investments, and setting limits on the size of any single investment. The current target rate of return, net of fees, is set at 7%. This rate was based on the results of a risk tolerance exercise for the RBOA members conducted by the investment advisor. It measured risk attitude and risk capacity to determine an overall risk tolerance that the RBOA had for the OPEB trust. The 7 % return is a reasonable target while still being conservative regarding risk. The investment policy statement is reviewed annually and amended as needed.

In 2008, the District went through a formal RFP process for the initial selection of an OPEB trust plan. In 2012, a new RFP process occurred. The Futuris Plan sponsored by Keenan Financial Services (KFS) was selected along with Benefits Trust Company (BTC) serving as the trustee and Morgan Stanley acting as the investment advisor. Having a registered investment advisor under the direction of the discretionary trustee provides layers of safety and fiduciary liability mitigation. KFS is the overall program coordinator and is responsible for the structure of the program, maintaining required plan documents, assuring compliance with GASB 45 and financial reporting requirements, and administrative support for the RBOA.

Item Submitted By: *Dr. Debra L. Fitzsimons, Vice Chancellor, Business Services*

A chart of the investment plan structure is provided in EXHIBIT B.

BTC acts as the discretionary trustee of the trust. In that role, BTC manages the trust for the exclusive purpose of providing benefits to participants in the retiree health plan, manages the trust with care, skill, prudence and diligence, and diversifies the investments of the plan so as to minimize the risk of large losses. As the custodian of the funds, BTC provides safekeeping of the securities, maintains accurate records of all financial transactions, collects and credits dividends and interest, and provides monthly and annual reports of the funds. BTC also appoints the investment advisor for the trust. The BTC Trust Investment Committee reviews and approves all portfolio recommendations of the investment advisor before they are implemented in the portfolio. In this manner, BTC ensures that investments adhere to the investment policy approved by the RBOA.

Morgan Stanley is engaged by BTC as the investment advisor for the trust. The investment advisor is responsible for determining the appropriate asset allocation, recommending investment choices, providing investment performance reports, and conducting investment education meetings with the RBOA. The process for recommending an investment fund includes screening the fund manager for past performance against the most appropriate benchmark, level of assets and accounts under management, and risk exposure. Other considerations are the fund manager's investment philosophy, staff continuity, and portfolio operations. Recommendations of fund managers are first presented to the Morgan Stanley Research Committee for review. If approved by a majority vote, the recommendation is forwarded to the BTC Trust Investment Committee.

Morgan Stanley also provides investment management services such as analyzing the current investment position and risk tolerance. After reviewing the actuarial and accounting assumptions on contributions and disbursements and evaluating the RBOA's risk tolerance, Morgan Stanley proposes an optimal asset allocation strategy designed to target specific investment returns and minimize the amount of risk taken to achieve these returns.

The reported losses experienced by the UC system were related to interest rate swaps. These types of investments are only legal in California for public entities when used to manage interest payments on debt. The OPEB trust is not an entity of this nature. In addition, these types of investments would be contrary to the approved RBOA investment policy which does not allow purchases of swaps or any complex fixed income derivatives. Finally, interest rate swaps would never be recommended by Morgan Stanley nor approved by the BTC Trust Investment Committee.

In conclusion, the RBOA uses the expertise of Keenan Financial Services, BTC, and Morgan Stanley to provide investment strategies, processes and asset management that aim for the targeted investment returns. The District is shielded from as much potential fiduciary liability as legally possible while still achieving a reasonable rate of return, which has been 6.39% since inception.

INVESTMENT POLICY STATEMENT

South Orange County Community College District

The purpose of this Investment Policy Statement is to establish a comprehensive strategy for the acceptance and accumulation of invested assets under the **Futuris Public Entity Investment Trust** (the "**Trust**"), which has been adopted for use by **South Orange County Community College District** (the "**Employer**") for, among other things, to assist the Employer in meeting applicable funding requirements for the payment of future retiree health and welfare obligations and other post-employment benefit obligations (generally referred to as "**OPEB Liability**"), but may also be used to fund other purposes related to excess funds of the Employer as allowable under applicable law.

This Investment Policy Statement shall be consistent with the governing law, including the Internal Revenue Code of 1986 as amended from time to time (the "**Code**"), applicable provisions of Governmental Accounting Standards Board Statement Nos. 43 and 45, California laws, including applicable provisions of the California Government Code.

TRUST FUNDING STATEMENT

The purpose of the Trust is to provide a uniform method of investing contributions and earnings of all contributed amounts between funds deposited within the Trust Fund, as such term is defined within the Trust. The Trust shall be funded primarily by irrevocable contributions made by the Employer, but may also include other contributions made by any Participant as determined necessary and appropriate under applicable circumstances and in compliance with underlying legal requirements. These contributions shall be remitted to the Trust on a discretionary basis, as determined by and through the direction of the Employer, or such delegated Trust.

RETIREMENT BOARD OF AUTHORITY

The Retirement Board of Authority (the "**RBOA**") is directly responsible for the implementation and oversight of this Investment Policy Statement. This responsibility includes the selection and ongoing evaluation of investments and/or investment managers in accordance with applicable laws and regulations. However, these investment responsibilities may be delegated to an authorized third-party trustee. In this case, the RBOA has appointed Benefit Trust Company ("**BTC**") as Discretionary Trustee and Trust Fund custodian, who may further designate and delegate any corresponding Investment Manager responsibilities as set forth below. On behalf of the Trust, and as approved by the RBOA, BTC shall administer the assets of the Trust in such a manner that the investments are:

- Prudent; in consideration of the stated purpose of the Trust, any underlying Plan and in accordance with Article 16, Section 17 of the California Constitution creating a Retirement System, and California Government Code Sections 53620 through 53622, as applicable;
- Diversified; among a broad range of investment alternatives;

- Permitted; in accordance with the terms of the Trust, any applicable Plan document and in accordance with California Government Code Sections 53620 through 53622 and other applicable requirements;
- Selected; for the exclusive benefit of the Plan participants as it relates to the funding of retiree health and welfare benefits, or as otherwise deemed appropriate for the purposes set forth by the Trust.

The above notwithstanding, the RBOA retains the responsibility to oversee the management of the Trust, including BTC's, or any successor trustee's, requirement that investments and assets held within the Trust continually adhere to the requirements of California Government Code.

INVESTMENT OBJECTIVES

The Trust authorizes the use of a broad range of investment choices that have distinctly different risk and return characteristics. In general, assets held in the Trust Fund will be for the primary purpose of meeting present and future OPEB Liability obligations and may be invested in accordance with California Government Code Sections 53600 through 53622 that subject to applicable legal requirements may provide greater latitude to increase purchasing power and capital growth potential if deemed prudent to do so.

Though investment responsibilities are delegated to the Trustee, the RBOA determines the target return that is applicable for this Trust as it relates to those assets held in the Trust Fund. Attachment A of this Investment Policy details the target return selected by the RBOA. The target return may be modified from time to time by amending the Appendix. Related to the investments and the holding of investments themselves, the Trustee may cause any or all of the assets of the Trust to be commingled, to the extent such investment and the issuance thereof would be exempt under the provisions of Sections 2(a)(36), 3(b)(1) or 3(c)(11) of the Investment Company Act of 1940 or Section 3(a)(2) of the Securities Act of 1933, with the assets of trusts created by others, causing such money to be invested as part of a common and/or collective trust fund.

PERIODIC ANALYSIS AND EVALUATION

The RBOA and/or its designees shall periodically meet with the Trustee to review investment performance reports that analyze the performance of the managers selected in each market sector that take into consideration:

- adherence to applicable legal constraints on investment prudence;
- consistency and adherence to stated investment management style and discipline;
- risk adjusted performance relative to managers with similar style;
- long-term investment performance relative to appropriate benchmarks; and
- changes in investment personnel managing the portfolio

ETHICS AND CONFLICT OF INTEREST

Officers, employees, and agents involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions. Officers, employees, and agents involved in the investment process shall abide by the California Government Code Section 1090 et seq. and the California Political Reform Act (California Government Code Section 81000 et seq.)

AMENDMENT

The Retirement Board of Authority shall have the right to amend this Policy, in whole or in part, at any time and from time to time.

ADOPTION

The Retirement Board of Authority hereby adopts the provisions of this Investment Policy Statement as of this 20th day of February, 2014.

By: Debra L Fitzsimons
Dr. Debra Fitzsimons, Vice Chancellor of Business Services

By: David Bugay
Dr. David Bugay, Vice Chancellor of Human Resources

By: Carol Hilton
Carol Hilton, ~~Director of Fiscal Services~~ – Saddleback College
Vice President for Administrative Services

By: Davit Khachatryan
Davit Khachatryan, Director of Fiscal Services – Irvine Valley College

By: Kim McCord
Kim McCord, Executive Director of Fiscal Services/Comptroller

APPENDIX A: Target Return

Subject to the ability of the Retirement Board of Authority and Trustee to deviate from these guidelines as set forth under the heading "Investment Objectives" in the Statement, the Retirement Board of Authority has determined after due consideration to the time horizon of the trust, trust liquidity needs, and the District's risk tolerance and capacity for risk, that the Trust Fund shall be invested with the objective of achieving a target net return of 7% in order to meet the Plan's actuarial assumption (as determined by Retirement Board of Authority's Actuarial Consultant), as well as an additional .48% to cover the costs of trust administration, GASB 43 and GASB 45 compliance.

In accordance with Article 16 Section 17 of the California Constitution creating a retirement system and California Government Code sections 53620 through 53622, the Retirement Board of Authority has the authority to invest or reinvest funds intended for the payment of employee retiree health benefits under a prudent investor standard and shall diversify investments so as to minimize the risk of loss and to maximize the rate of return. The Trustee shall establish investment portfolios on a discretionary basis to meet the diverse needs of the Trust and its applicable purposes. Applicable provisions and requirements of, in particular, the California Government Code (specifically provisions under Sections 53216.1, 53216.5 and 53216.6, as applicable) shall be examined before selecting the investment portfolios to achieve the targets stated above.

The Trustee shall manage the Trust investments on a discretionary basis such that the total allocation among various investment styles, capitalizations, fund managers and securities is established and re-balanced from time-to-time so as to meet the Trust's overall target return objectives with the least amount of risk. The Trust assets shall not be invested in any proprietary investment vehicles of the Trustee or any of its affiliates or advisors.

Equity Investments

The purpose of the aggregate equity allocation within the Trust is to provide a total return consisting primarily of appreciation, with dividend income a secondary consideration. In order to maximize return opportunity while minimizing risk, the Trustee shall, in its discretion, allocate the Trust's equity allocation among a diverse group of equity fund managers, taking into consideration such factors as investment style (value, growth, international, etc.) as well as the capitalization (large, mid, small, etc.) of the investment.

Permitted equity investments shall include:

- ☐ Publicly traded common stocks listed on a major United States stock exchange, including stocks traded through the NASDAQ Stock Market;
- ☐ American Depositary Receipts ("ADRs");
- ☐ SEC-registered open-end mutual funds and Bank, Insurance Company or Trust Company commingled funds which invest primarily in stocks and other instruments which are allowable securities under these policies and objectives;

- ☐ Closed-end SEC-registered mutual funds which invest primarily in stocks and other instruments which are allowable securities under these policies and objectives; and
- ☐ Exchange Traded Funds (“ETFs”) which invest primarily in stocks and other instruments which are allowable securities under these policies and objectives.

In managing the equity portfolio, the Trustee shall not do any of the following:

- buy equity securities on margin;
- short-sell equity securities;
- buy or sell futures contracts in any form, except that the Trustee is authorized to buy or sell such contracts specifically for purposes of, and only for purposes of, a hedge against portfolio loss;
- buy or sell put or call options on stocks, indexes or futures contracts;
- buy or sell foreign securities not registered through an SEC filing or not denominated in U.S. dollars; or
- buy or sell any securities which are not publicly traded.

In addition, not more than 5% of the Trust assets shall be invested in any single equity security issue or issuer. The foregoing limitation is not intended to apply to the percentage of Trust assets invested in a single diversified mutual fund.

Both an investment fund manager’s performance and the performance of individual securities, if purchased, will be compared to the following benchmarks based upon the particular investment style and capitalization range:

| | |
|------------------------------------|---------------------|
| Large Capitalization Core: | S&P 500 |
| Large Capitalization Value: | Russell 1000 Value |
| Large Capitalization Growth: | Russell 1000 Growth |
| Mid Capitalization Value/Growth: | Russell Midcap |
| Small Capitalization Growth/Value: | Russell 2000 |
| International: | MSCI EAFE |

The Trustee shall pay particular attention to rolling 1, 3 and 5 year time frames as well as shorter periods should the situation warrant. In addition, the Trustee shall measure and compare the exposure to risk of the Trust’s equity portfolio with benchmarks appropriate for the investment style and capitalization range of each such investment.

Fixed Income Investments

The purpose of the aggregate fixed income allocation within the Trust is to provide a total return consisting of income and appreciation, while preserving capital by investing in a diversified portfolio of high quality fixed income securities. The investment objective of the fixed income portfolio is to achieve a total return commensurate with the overall bond market as measured by the Lehman 1-5 year bond index, with attention given to rolling 1, 3 and 5 year time frames as well as shorter periods should the situation warrant. In addition, the Trustee shall measure and

compare the exposure to risk of the Trust's fixed income portfolio with benchmarks appropriate for the investment style and capitalization range of each such investment.

Permitted securities shall include:

- ☐ Obligations of the U.S. Government and its agencies;
- ☐ Bonds issued by U.S. Corporations or U.S. subsidiaries of foreign companies that are incorporated within the U.S. and carry a minimum BBB rating;
- ☐ Certificates of Deposit issued by banks or savings and loans of sound financial condition under FDIC management, with never more than \$100,000 (including interest) in any single institution;
- ☐ Money market funds and money market instruments of an investment grade commonly held in money market funds such as repurchase agreements, banker's acceptances, commercial paper, etc.
- ☐ SEC-registered open-end mutual funds and Bank, Insurance Company and Trust Company commingled funds which invest primarily in bonds and other instruments which are allowable securities under these policies and objectives;
- ☐ Closed-end SEC registered mutual funds which invest primarily in bonds and other instruments which are allowable securities under these policies and objectives;
- ☐ Exchange Traded Funds ("ETFs") which invest primarily in bonds and other instruments which are allowable securities under these policies and objectives;
- ☐ Investment grade foreign government or corporate bonds carrying a minimum BBB rating, whether or not denominated in U.S. currency, and whether or not hedged for foreign currency risk;
- ☐ Securities backed by pools of consumer or corporate receivables other than mortgages ("Asset-backed Securities"), provided that these securities have been registered with the SEC for public offering and that they meet the requirements of these policies and objectives and carry a minimum BBB rating; and
- ☐ U.S. Agency mortgage-backed pass-through securities.

In managing the fixed income portion of the Trust assets, the Trustee shall not do any of the following:

- buy fixed income securities on margin;
- short-sell fixed income securities;
- buy or sell futures contracts in any form, except that the Trustee is authorized to buy or sell such contracts specifically for purposes of, and only for purposes of, a hedge against portfolio loss;

- buy or sell put or call options on bonds, indexes or futures contracts;
- buy or sell foreign securities not registered through an SEC filing or not denominated in U.S. dollars; or
- buy or sell any securities which are not publicly traded except U.S. Government or agency-backed mortgages.

In addition, not more than 5% of the Trust assets shall be invested in any single debt security issue or issuer. The foregoing limitation is not intended to apply to the percentage of Trust assets invested in a single diversified mutual fund, nor does the limitation apply to obligations of the U.S. Government and its agencies, U.S. agency mortgage-backed pass-through securities or to a mutual fund that invests in such obligations or securities.

Use of Mutual Funds

The Retirement Board of Authority envisions that the Trustee will invest predominantly in open and closed-end mutual funds. The Board recognizes that the limitations and restrictions set forth in this Statement cannot be imposed on the managers of such mutual funds and that mutual funds held by the Trust may be managed outside of the requirements of this Statement. Nonetheless, the Trustee shall seek to identify mutual funds that comply as closely as possible to these guidelines and shall diligently monitor for prompt removal and replacement of those that do not.

Performance Review

In the execution of its fiduciary responsibilities, the Trustee shall review, on a regular basis, the performance of the various investments and fund managers employed by the Trust to determine if assets are being properly managed according to the stated objectives and policies set forth in the Trust Agreement and in this Statement. The Trustee shall view performance and investment risk on the basis of a full 3 to 5-year market cycle, though the stated objectives and policies of the Trustee may result in the prompt sale of a security or dismissal of a fund manager based upon shorter term results. In addition, any deviation or change in the structure, management or investment style of any fund manager employed shall precipitate a review by the Trustee to determine whether or not that manager should be retained.

Change of Target Return

The Retirement Board of Authority may, from time to time, discuss with Trustee the need to change target investment returns for the trust as conditions or characteristics of the Trust, or applicable Fund requirements change. In the event a change is made, a new Appendix A will be adopted by the Retirement Board of Authority to reflect the change.

Other Post-Employment Benefit (OPEB) Trust Investment Structure

| Entity | Role | Description |
|--------------------------------------|---------------------------------------|---|
| SOCCCD Board of Trustees | OPEB Trust Plan Sponsor | <ul style="list-style-type: none"> >Authorized Formation of RBOA and Designated Membership >Approved District Contracts with KFS and BTC |
| Retirement Board of Authority (RBOA) | Authorized Body to Oversee OPEB Trust | <ul style="list-style-type: none"> >Ongoing Governance of OPEB Trust >Monitors and Measures Investment Performance >Reviews Actuarial Reports >Approves Investment Policy Statement >Manages and Administers Compliance Milestones and Substantive Plan |
| Keenan Financial Services (KFS) | Futuris Program Coordinator | <ul style="list-style-type: none"> >Maintains Substantive Plan and Other Documents >Assures Compliance with GASB 45 >Provides Administrative Support to RBOA |
| Benefit Trust Company (BTC) | Discretionary Trustee | <ul style="list-style-type: none"> >Manages OPEB Trust Funds >Provides Safekeeping of Securities >Appoints Investment Advisor (Morgan Stanley) >Approves Portfolio Recommendations |
| Morgan Stanley | Investment Advisor | <ul style="list-style-type: none"> >Recommends Asset Allocation Based on RBOA Investment Policy Statement >Performs Risk Exercise with RBOA to Determine Risk Tolerance >Recommends Investment Choices >Provides Performance Reports to RBOA >Conducts Investment Education Meetings for RBOA |

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Staff Response to Public Comments from Previous Board Meeting: Department Chair Stipend

ACTION: Information

BACKGROUND

At the March 2014 meeting of the Board of Trustees, a public comment was made expressing concern about non-payment of department chairs stipends during the 2012 calendar year.

STATUS

During the negotiation process between the District and the Faculty Association that took place in 2010-2011, an agreement was made to use a formula to eliminate the inequities in department chairs stipends that developed over previous years. The application of the formula was intended to provide a foundation of equity based upon five standardized factors.

During the first year of intended implementation, District and college administrators worked diligently to apply the formula. During this time, department chairs continued to receive compensation according to previous policies. All department chairs received a stipend; however, due to difficulties in implementing the new formula, they did not receive the anticipated increase in stipend amount during 2012.

The District and Faculty Association have reached a resolution to address this issue. Any payments not previously paid for the calendar year of 2012 are presented for Board approval at tonight's meeting. Further, the District and Faculty Association have committed to develop and implement a schedule rather than a formula to resolve this issue for the long term.

Item Submitted By: *David Bugay, Ph.D., Vice Chancellor, Human Resources & Employer/Employee Relations*

TO: Board of Trustees
FROM: Gary L. 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

| <i>Presentation Date/Time</i> | <i>Location</i> | <i>Faculty Member</i> | <i>Course Title/Activity</i> | <i>Speaker</i> | <i>Topic</i> |
|--|--|----------------------------------|-------------------------------------|---|---|
| 4/5/14 9:00am | Dilley Preserve | Elisabeth Brown | ENV 200 | Dr. Allan Schoenherr | Introduction to local plant communities |
| 4/10/14 7:00 pm | BGS 245 | Carol Adams | ACCT 120 | Michael Mayeaux | Investing |
| 4/12/14 9:00am | Baker Canyon | Elisabeth Brown | ENV 200 | Michael Hearst | Introduction to local plant communities |
| 4/14/14 10:00am-12:00pm | SSC 212 | Caroline Gee | Student Group: Psi Beta | Jodi Barber: Overtaken, Larry Smith: Get Real Recovery, Tori DeGroote: Mission Pacific Coast Recovery, Polly Mc Cormick: "The Fix" Organization | Drug Abuse, addiction, and overdose in the Orange County Area |
| 4/14/14 1:00pm-2:30pm | SSC 212 | Caroline Gee | Student Group: Psi Beta | Suzanne Koch Eckenrode: MFT, Free Yourself | Gambling Addiction and Treatment |
| 4/15/14 5:30pm-7:00pm | SSC 212 | Caroline Gee | Student Group: Psi Beta | Minnie Lucas: National Alliance of Mental Illness, Scott White: National Alliance of Mental Illness | Living With Mental Illness |
| 4/16/14 7:00pm / 4/19 & 5/4/14 9:00am | TAS / Field Trips to Local Canyons | Elisabeth Brown | ENV 200 | Dr. Richard Behl | Basic Geology: Geology of OC. Class Lecture & Two field trips |
| 4/17/14 7:00 pm | BGS 245 | Carol Adams | Acct 120 | Rachel Tichauer | Insurance |
| 4/22/14 12:00pm-3:00pm | SSC 211 | Caroline Gee | Student Group: Psi Beta | Jessica Van Der Stad | safeTALK training: suicide first aid resources |

| | | | | | |
|-------------------|-------------------|-----------------|------------------------------|----------------------------|---|
| 4/26/14 9:00am | Modjeska Cyn | Elisabeth Brown | ENV 200 | John Gannaway | Techniques for leading nature walks |
| 4/27/14 8:00am | Bommer Canyon | Elisabeth Brown | ENV 200 | Sally Menzel & Tom Eastman | Beginning Birding |
| 4/29/14 6:00pm | Village 3-03 | Scott Kim | FN World Culture Cuisine | Kim Allen | Food Preservation |
| 5/1/14 6:00pm | Village 3-03 | Scott Kim | FN American Regional Cuisine | Kim Allen | Food Preservation |
| 5/3/14 9:00am | Nix Nature Center | Elisabeth Brown | ENV 200 | Debra Clarke | Early human uses for native plants and wildlife |
| 5/7/14 7:00pm | TAS 225 | Elisabeth Brown | ENV 200 | Trude Hurd | Introduction to local wildlife (lecture) |
| 5/10/14 8:00am | NAS Starr Ranch | Elisabeth Brown | ENV 200 | Tom Eastman | Beginning Birding |
| 7/14/14 7:00pm | TAS 225 | Elisabeth Brown | ENV 200 | Margot Griswald | Restoration Ecology (lecture) |
| | | | | | |
| | | | | | |

IRVINE VALLEY COLLEGE

| <i>Presentation Date/Time</i> | <i>Location</i> | <i>Faculty Member</i> | <i>Course Title/Activity</i> | <i>Speaker</i> | <i>Topic</i> |
|--------------------------------------|------------------------|------------------------------|-------------------------------------|-----------------------|---------------------|
| | | | | | |

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Basic Aid Report
ACTION: Information

BACKGROUND

The District returned to Basic Aid status in FY 1999-2000. The Board of Trustees has requested regular information reports (EXHIBIT A) about projected basic aid receipts and approved projects.

STATUS

As of March 31, 2014, total estimated Basic Aid receipts are \$519.4M and total approved projects are 507.6M. The balance of \$11.8M includes the reserve of \$7.8M and unallocated funds of \$4.0M.

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.

Changes from the March, 2014 report include closure of one IVC project and transfer of \$40,414 remaining balance in three closed projects to unallocated Basic Aid funds. An additional \$104,945 was returned to unallocated Basic Aid funds for Prop 39 State funding received for the IVC Lighting & Walkways project.

South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
April 28, 2014

| <i>Project Description</i> | <i>Approved Amount</i> | <i>1999/09 Actual</i> | <i>2009/10 Actual</i> | <i>2010/11 Actual</i> | <i>2011/12 Actual</i> | <i>2012/13 Actual</i> | <i>Balance Remaining for 2013/14</i> |
|---|------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------------|
| CLOSED PROJECTS | | | | | | | |
| IVC Landscaping PAC & BSTIC (2009) | 1,545,531 | | 105,493 | 146,485 | 1,286,761 | 6,792 | - |
| IVC Science Lab Addition & Remodel (2006) | 5,172,990 | 2,736,300 | 2,024,160 | 412,530 | - | - | - |
| SC Bridge Replacement (2010) | 818,583 | | 2,693 | 97,266 | 661,721 | 56,903 | - |
| CLOSED PROJECTS TOTAL | 171,397,949 | 153,862,693 | 9,544,786 | 3,994,632 | 3,818,817 | 177,022 | - |
| CAPITAL PROJECTS | | | | | | | |
| Campus Appearance Improvement IVC & SC (2009) | 1,000,000 | 378,837 | 215,312 | 144,365 | 738 | 140,555 | 120,193 |
| ATEP Building Demolition (2007) | 13,700,000 | 61,693 | 12,192 | 1,439,404 | 781,124 | 109,025 | 11,296,561 |
| ATEP First Building Phase 3A (2011) | 12,500,000 | | | | | | 12,500,000 |
| ATEP Operating Budget* (2006) | 12,197,558 | 6,208,934 | 2,390,930 | 1,798,762 | 507,119 | 564,290 | 727,523 |
| ATEP Site Development (2012) | 340,436 | | | | 31,948 | 98,851 | 209,637 |
| ATEP Site Development (2013) | 4,100,000 | | | | | 693,427 | 3,406,573 |
| ATEP Site Development Negotiations (2008) | 4,265,883 | 1,979,700 | 592,509 | 618,846 | 322,921 | 652,433 | 99,475 |
| ATEP Staffing, Equipment, Program Development (2007) | 891,611 | 20,689 | 171,285 | 346,066 | 291,119 | 7,785 | 54,667 |
| IVC A200 Success Center (2014) | 46,095 | | | | | | 46,095 |
| IVC A400 Bldg Remodel (2011) | 13,013,000 | | | | 28,153 | 608,333 | 12,376,514 |
| IVC ATEP Swing Space (2014) | 984,000 | | | | | | 984,000 |
| IVC Defects Performing Arts Center (2014) | 1,400,000 | | | | | | 1,400,000 |
| IVC Design and Install Entrance from Barranca (2003) | 2,850,000 | 9,950 | 41,576 | 45,644 | 143,803 | 25,074 | 2,583,952 |
| IVC Fine Arts Building (2008) - State Delay, Future Project request | 61,278 | 61,278 | | | | | - |
| IVC Life Sciences Project (2004) | 13,490,000 | 81,776 | 793,360 | 448,231 | (1,169,892) | 693,544 | 12,642,981 |
| IVC New Parking Lot (2013) | 2,026,000 | | | | | | 2,026,000 |
| IVC Performing Arts Center Waterproofing (2013) | 470,000 | | | | | | 470,000 |
| IVC Repair Exteriors A100, A200, A300, A400, B100 (2010) | 400,000 | | - | 215,836 | 34,022 | 57,439 | 92,703 |
| IVC Replace Main Water Valves (2010) | 275,000 | | 6,035 | 76,957 | 97,311 | 17,485 | 77,213 |
| IVC Replace Natural Gas Piping A&B Quads (2010) | 230,000 | | 3,088 | 41,368 | | 78,605 | 106,939 |
| IVC SSC HVAC System (2010) | 800,000 | | 1,346 | 19,668 | 732 | 12,124 | 766,130 |
| IVC Upgrade Exterior & Entries to B300 (2013) | 680,000 | | | | | | 680,000 |
| SC Building Repairs - Library Remodel (2003) | 12,091,000 | 77,892 | 511,511 | 745,863 | 1,817,215 | (630,004) | 9,568,522 |
| SC Building Repairs - LRC Comm Arts Renovation (2013) | 2,622,000 | | | | - | 12,320 | 2,609,680 |
| SC Building Repairs - ATAS Building (2003) | 6,210,313 | 153,424 | - | 13,800 | 94,380 | 167,292 | 5,781,417 |
| SC Building Repairs - ATAS Swing Space Renov (2013) | 9,520,687 | | | | | 124,917 | 9,395,770 |
| SC Demolition and Upper Quad Remodel (2008) | 1,000,000 | | - | | | | 1,000,000 |
| SC Fine Arts HVAC Renovation (2013) | 4,950,000 | | | | | 2,754 | 4,947,246 |
| SC Golf Driving Range Net Replacement (2005) | 300,000 | 96,800 | 5,000 | 4,950 | 19,300 | 42,520 | 131,430 |
| SC Health Sciences/DS Waterproofing (2013) | 1,000,000 | | | | | | 1,000,000 |
| SC New Gateway Building (2013) (Match) | 1,545,115 | | | | | | 1,545,115 |
| SC Pool Deck Replacement (2010) | 1,500,000 | | 23 | 1,276,844 | 189,784 | 8,121 | 25,228 |
| SC Roof Replace Tech & Applied Science, Village Bldg 3-8 (2010) | 1,500,000 | | 166,833 | 851,935 | 337,751 | 63,860 | 79,621 |
| SC Sciences Building (M/S/E annex) (2003) | 67,358,346 | 29,595 | - | 258,563 | 1,840,003 | 295,740 | 64,934,444 |
| SC Site Improvements (2008) | 12,580,000 | - | 5,740 | 212,701 | - | 1,464 | 12,360,095 |
| SC SM 12KV Elec Distr Repair (2014) | 200,000 | | | | | | 200,000 |
| SC SM HVAC PE 100 (2014) | 800,000 | | | | | | 800,000 |
| SC SM PE 200 Bleacher Repairs (2014) | 725,000 | | | | | | 725,000 |
| SC SM PE 200 and 300 Interior Renovation (2014) | 1,000,000 | | | | | | 1,000,000 |
| SC SM PE 400 and 500 Renovation (2014) | 800,000 | | | | | | 800,000 |
| SC Water Damages/Storm Drainage Issues (2013) | 750,000 | | | | | 10,710 | 739,290 |
| CAPITAL PROJECTS TOTAL | 212,173,322 | 9,160,567 | 4,916,741 | 8,559,803 | 5,367,531 | 3,858,665 | 180,310,015 |
| SCHEDULED MAINTENANCE | | | | | | | |
| IVC Library Exterior (2013) | 275,000 | | | | | | 275,000 |
| IVC Lighting & Walkways (2013) | 795,055 | | | | | | 795,055 |
| IVC Sports Facilities (2012) | 342,600 | | | | | 702 | 341,898 |
| SC Central Plant (2013) | 750,000 | | | | | 61,780 | 688,220 |
| SC Energy Management System (2012) | 657,400 | | | | 323,678 | 333,722 | - |
| SC PE Complex (2013) | 500,000 | | | | | | 500,000 |
| SCHEDULED MAINTENANCE PROJECTS TOTAL | 3,320,055 | - | - | - | 323,678 | 396,204 | 2,600,173 |

South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
April 28, 2014

| <i>Project Description</i> | <i>Approved Amount</i> | <i>1999/09 Actual</i> | <i>2009/10 Actual</i> | <i>2010/11 Actual</i> | <i>2011/12 Actual</i> | <i>2012/13 Actual</i> | <i>Balance Remaining for 2013/14</i> |
|---|------------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|--------------------------------------|
| IT PROJECTS | | | | | | | |
| Campus Desktop Refresh (2013) | 2,250,000 | | | | | 648,198 | 1,601,802 |
| SOCCCD Awards Management System (2013) | 500,000 | | | | | 303,641 | 196,359 |
| SOCCCD Blackboard Plug-ins (2013) | 150,000 | | | | | 2,000 | 148,000 |
| SOCCCD Degree Audit/MAP Upgrade (2013) | 1,000,000 | | | | | 230,118 | 769,882 |
| SOCCCD Document Management Solution (2011) | 659,202 | | | | 622,823 | 18,731 | 17,648 |
| SOCCCD DW Hardware Refresh (2014) | 505,000 | | | | | | 505,000 |
| SOCCCD End-of-Life Core Network/Tech Refresh (2013) | 5,500,000 | | | | | 446,032 | 5,053,968 |
| SOCCCD Enterprise Backup Solution (2014) | 150,000 | | | | | | 150,000 |
| SOCCCD Enterprise Content Mgmt Expansion (2013) | 150,000 | | | | | 31,386 | 118,614 |
| SOCCCD HR/Bus Svcs Integrated Software (2013) | 5,250,000 | | | | 16,131 | 150,433 | 5,083,436 |
| SOCCCD Intl and Student Scholar Mgmt (2014) | 54,500 | | | | | | 54,500 |
| HRIS Data Migration | 20,000 | | | | | 15,000 | 5,000 |
| IT Governance - TeamDymanixHE Software | 50,000 | | | | | 14,400 | 35,600 |
| TracDat Integration with SharePoint | 36,000 | | | | | 35,964 | 37 |
| DW Infrastructure Inventory System | 75,000 | | | | | | 75,000 |
| MySite Help System | 20,000 | | | | | 420 | 19,581 |
| Unified Communications System | 50,000 | | | | | 28,928 | 21,072 |
| IT Contingency | 306,855 | | | | | 31,800 | 275,055 |
| SOCCCD IT Basic Aid Projects (2013) | 557,855 | | | | - | 126,511 | 431,344 |
| SOCCCD IT Projects SC/IVC/ATEP Instruct & Student Svc (2010) | 8,744,770 | | 2,906,089 | 2,665,868 | 1,745,944 | 888,629 | 538,240 |
| SOCCCD Master Calendar Integration (2014) | 300,000 | | | | | | 300,000 |
| SOCCCD Matriculation SEP System (2013) | 100,000 | | | | | 332 | 99,668 |
| SOCCCD MySite Message Customization (2014) | 150,000 | | | | | | 150,000 |
| SOCCCD MySite Security (2014) | 50,000 | | | | | | 50,000 |
| SOCCCD New Library System (2014) | 100,000 | | | | | | 100,000 |
| SOCCCD Online Catalog (2014) | 125,000 | | | | | | 125,000 |
| SOCCCD Predictive Analytics (2013) | 250,000 | | | | | 54,052 | 195,948 |
| SOCCCD Student Information System Enhancement (2013) | 3,000,000 | | | | | 1,047,013 | 1,952,987 |
| SOCCCD Student Information System Upgrade-Phase I/Phase II (2006) | 14,102,260 | 12,931,624 | 1,099,661 | 4,250 | 22,466 | 1,350 | 42,909 |
| SOCCCD Student Success Dashboard (2014) | 550,000 | | | | | | 550,000 |
| SOCCCD Technology Needs 2007/08 (2008) | 8,036,477 | 5,483,732 | 1,197,263 | 923,579 | 392,177 | 28,547 | 11,179 |
| SOCCCD Virtual Desktop (2014) | 50,000 | | | | | | 50,000 |
| SOCCCD Waitlist Modification (2014) | 250,000 | | | | | | 250,000 |
| IT PROJECTS TOTAL | 52,535,064 | 18,415,356 | 5,203,013 | 3,593,697 | 2,799,541 | 3,976,974 | 18,546,483 |
| OTHER ALLOCATIONS | | | | | | | |
| IVC Debt Retirement - Energy Loans (2014) | 2,316,647 | | | | | | 2,316,647 |
| SOCCCD Design/Build Specialty Consultant (2013) | 350,000 | | | | 13,300 | 91,725 | 244,975 |
| SOCCCD Dist Union Offices (2014) | 100,000 | | | | | | 100,000 |
| SOCCCD DSA Inspec, Engineer, and PM Svcs (2014) | 175,000 | | | | | | 175,000 |
| SOCCCD DSA Project Close Out (2013) | 280,000 | | | | | 12,256 | 267,744 |
| SOCCCD Facilities Software System (2013) | 1,004,000 | | | | | 309,248 | 694,752 |
| SOCCCD FPP, IPP, 5 Year Plans (2013) | 175,000 | | | | | | 175,000 |
| SOCCCD Insurance Deductibles (2014) | 100,000 | | | | | | 100,000 |
| SOCCCD Lease/Leaseback Consultant (2013) | 350,000 | | | | | 8,531 | 341,469 |
| SOCCCD Legislative Advocacy Services - Basic Aid (2004 - present) | 510,000 | 136,354 | 13,140 | | 117,900 | 100,578 | 142,027 |
| SOCCCD Legal Counsel Facility Related Issues (2013) | 600,000 | | | | | 35,073 | 564,927 |
| SOCCCD Trustee Election/General Election Expense (2004 - present) | 2,198,988 | 981,697 | - | 417,291 | - | 354,083 | 445,917 |
| SOCCCD Retiree Benefits (2001 - present) | 60,027,683 | 24,917,938 | 2,500,000 | 8,000,000 | 2,600,000 | 18,489,745 | 3,520,000 |
| OTHER ALLOCATIONS TOTAL | 68,187,318 | 26,035,989 | 2,513,140 | 8,417,291 | 2,731,200 | 19,401,240 | 9,088,457 |
| BASIC AID PROJECT TOTALS | 507,613,709 | 207,474,606 | 22,177,680 | 24,565,423 | 15,040,767 | 27,810,105 | 210,545,128 |

South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
April 28, 2014

| <i>Project Description</i> | <i>Approved Amount</i> | <i>1999/09 Actual</i> | <i>2009/10 Actual</i> | <i>2010/11 Actual</i> | <i>2011/12 Actual</i> | <i>2012/13 Actual</i> | <i>Balance Remaining for 2013/14</i> |
|-----------------------------|----------------------------|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|--|
| Commitments | | 312,069,823 | 37,446,916 | 41,176,493 | (9,951,045) | 70,406,108 | 56,465,413 |
| Cumulative Commitments | | 312,069,823 | 349,516,739 | 390,693,233 | 380,742,187 | 451,148,295 | 507,613,709 |
| Receipts | | 316,195,584 | 39,022,021 | 38,737,963 | 39,301,044 | 46,888,399 | 39,269,228 |
| Cumulative Receipts | | 316,195,584 | 355,217,605 | 393,955,568 | 433,256,612 | 480,145,011 | 519,414,239 |
| Cumulative Expenses | | 207,474,606 | 229,652,286 | 254,217,709 | 269,258,476 | 297,068,581 | 507,613,709 |
| Uncommitted Basic Aid Funds | | 108,720,978 | 125,565,319 | 139,737,859 | 163,998,136 | 183,076,430 | 11,800,530 |

| <i>Change from March 2014 Report:</i> | <i>Approved Amount</i> | | | | | | <i>2013/14 and Forward</i> |
|--|----------------------------|---|---|---|---|---|--------------------------------|
| IVC Landscaping PAC & BSTIC (2009) | (57) | | | | | | (57) |
| SC Bridge Replacement (2010) | (33,347) | | | | | | (33,347) |
| IVC Science Lab Addition & Remodel (2006) | (7,010) | | | | | | (7,010) |
| IVC Lighting & Walkways (2013) | (104,945) | | | | | | (104,945) |
| Total Change from March 2014 Report | (145,359) | - | - | - | - | - | (145,359) |

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
April 28, 2014

SADDLEBACK COLLEGE

1. SCIENCES BUILDING

| | Original | Revision | Total |
|-----------------------|--------------|----------------|--------------|
| Project Budget: | \$52,234,000 | \$8,308,000 | \$67,358,000 |
| State Match: | \$36,564,000 | (\$36,564,000) | - |
| Basic Aid Allocation: | \$3,867,000 | \$63,491,000 | \$67,358,000 |

Budget Narrative: Budget reflects Board agenda action on 8/26/08, 10/27/08, 4/27/09, 6/22/09, 5/24/10, 2/28/2011 and 8/24/2012. On February 28, 2011, the Board reassigned \$14,789,346 from other Saddleback College projects and applied \$29,000,000 from basic aid dollars to partially fund the Sciences building after three years running with no state funding. On August 27, 2012, the Board approved \$11,179,000 to fund the remainder of the project budget. In August, the state chancellor's office has escalated the project budget to \$59,050,000 resulting in the unassigned amount of \$215,000. On October 28, 2013, the Board approved reassignment of funds from existing encumbered funding from the ATAS renovation project for an amount of \$8,523,000 for a new project budget equaling \$67,358,000.

Status: *Underground utility relocation and reroute installation is completed.*

In Progress: Preparing credits for design portion of the LEED certification. Construction team is coordinating with campus for soil export to the driving range. Planning for site grading is underway. *Coordination of welding protocols and structural steel fabrication is underway. Coordination of the central plant associated work is underway.*

Recently Completed: *Coordination for utilities re-route and utilities points of connections is complete. All underground utilities have been tested and inspected and are functional. All campus utility cut overs are complete. All roadway replacement work is complete. Grading and export of soil spoils is in progress.*

Focus: Infrastructure work preceding soil relocation to portion of golf driving range is completed. *Coordination for pile drilling and rough grading planning meetings were conducted with all involved trades, college and district participation.*

| | |
|---------------------------------|---------------------------------|
| Project Start: March 2011 | Scheduled Finish: December 2015 |
| Projected Finish: December 2015 | DSA Close Out: Pending |

2. SITE IMPROVEMENTS

| | Original | Revision | Total |
|-----------------------|--------------|--------------|--------------|
| Project Budget: | \$11,697,000 | \$1,883,000 | \$13,580,000 |
| State Match: | - | - | - |
| Basic Aid Allocation: | \$3,442,000 | \$10,138,000 | \$13,580,000 |

Budget Narrative: Budget reflects Board agenda action on 3/24/08. With the project shifting focus from the Loop Road to its secondary effects (Site Improvements), several previously budgeted projects have been integrated into a single project budget for scales of economy: Upper Quad (2008 - \$1M) incorporated into work scope with isolated budget, Loop Road (2008 - \$3,442,000), Storm Drain Repairs (2013 - \$1,500,000) and Storm Drain, Parking, Practice Fields (2014 - \$7,638,000) for a total project budget of \$13,580,000.

Status: Site Improvements includes site-work (relocation of the practice fields), infrastructure (storm drain improvements) and relocation of parking lots at the New Sciences Building in parking lot 5. Environmental impacts are expected to be influential in budget and schedule planning.

In Progress: Criteria scope development.

Recently Completed: *Criteria Architect kick-off meeting with stakeholders and follow-up programming meeting.*

Focus: Project scope development in accordance with project budget.

| | |
|---------------------------------|-----------------------------|
| Project Start: Phase I-Feb 2010 | Scheduled Finish: June 2016 |
| Projected Finish: On Hold | DSA Close Out: On Hold |

3. TECHNOLOGY AND APPLIED SCIENCE (TAS) RENOVATION PROJECT

| | Original | Revision | Total |
|-----------------------|-------------|-------------|--------------|
| Project Budget: | \$8,755,055 | \$5,977,945 | \$14,733,000 |
| State Match: | - | - | - |
| Basic Aid Allocation: | \$1,956,000 | \$4,254,000 | \$6,210,000 |

Budget Narrative: Budget reflects Board agenda action on 2/28/11, 8/27/2012 and 10/25/2013. The original basic aid assignment of \$1,956,000 met design costs. The scope was revised to include both the North and South wing with a new budget estimated at \$14,733,000. On August 27, 2012, the Board approved \$12,777,000 to fully fund the project budget. On October 25, 2013, the Board approved reassignment of funds from the ATAS renovation project for an amount of \$8,523,000 for the Saddleback College Sciences Building project for a reduced budget equaling \$6,210,000 with an

understanding that this project will hold a high priority when requesting future basic aid funding.

Status: *DSA has provided review comments, and architect is revising drawings to resubmit.*

In Progress: Color selection with Saddleback Campus, Courtyard tree review and area redesign, CD milestone approvals.

Recently Completed: *Meeting with arborist for maintaining the oak tree in the courtyard.*

Focus: Final selection of building colors, native plants, campus milestone approval. Construction anticipated to begin January 2016 upon completion of the TAS Auto Tech Swing Space project.

| | |
|-------------------------------|------------------------------|
| Project Start: September 2011 | Scheduled Finish: March 2015 |
| Projected Finish: April 2017 | DSA Close Out: Pending |

4. TECHNOLOGY AND APPLIED SCIENCE (TAS) SWING SPACE PROJECT

| | Original | Revision | Total |
|-----------------------|-------------|-------------|-------------|
| Project Budget: | \$5,807,000 | \$3,714,000 | \$9,521,000 |
| State Match: | - | - | - |
| Basic Aid Allocation: | \$5,807,000 | \$3,714,000 | \$9,521,000 |

Budget Narrative: Budget reflects Board agenda action on 8/27/2012 and 6/17/13. On August 27, 2012, the Board approved \$5,807,000 to fund the original project budget. On June 17, 2013, the Board approved additional funding of \$3,714,000.00.

Status: *Design Documents have been submitted and are under review for campus milestone approval.*

In Progress: *100% Document Design phase.*

Recently Completed: *50% design documents, Saddleback campus approvals for schematic design.*

Focus: Submit 100% Document Design with probable costs for *campus milestone approval.*

| | |
|--------------------------------|---------------------------------|
| Project Start: May 2012 | Scheduled Finish: December 2014 |
| Projected Finish: January 2016 | DSA Close Out: Pending |

5. FINE ARTS HVAC UPGRADES AND INTERIOR RENOVATION PROJECT

| | Original | Revision | Total |
|-----------------------|-------------|-------------|-------------|
| Project Budget: | \$1,000,000 | \$3,950,000 | \$4,950,000 |
| State Match: | - | - | - |
| Basic Aid Allocation: | \$1,000,000 | \$3,950,000 | \$4,950,000 |

Budget Narrative: Budget reflects Board agenda action on 5/21/2012 and 6/17/13. On May 21, 2012, the Board approved \$1,000,000 to fund the original project budget. On June 17, 2013, the Board approved additional funding of \$3,950,000.00.

Status: Programming phase underway.

In Progress: *Reviewing program scope options for schematic design phase.*

Recently Completed: Initial presentation of programming scope of work and probable costs.

Focus: *Identify program scope and obtain campus approval.*

| | |
|----------------------------------|----------------------------------|
| Project Start: July 2012 | Scheduled Finish: September 2015 |
| Projected Finish: September 2015 | DSA Close Out: Pending |

IRVINE VALLEY COLLEGE

1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

| | Original | Revision | Total |
|-----------------------|--------------|--------------|--------------|
| Project Budget: | \$16,304,000 | \$17,309,000 | \$33,613,000 |
| State Match: | \$14,472,000 | - | \$14,472,000 |
| Basic Aid Allocation: | \$1,832,000 | \$17,309,000 | \$19,141,000 |

Budget Narrative: Budget reflects Board agenda action on 4/30/2001, 10/28/2002, 1/20/2004, 2/23/2004, 12/13/2004, and 1/31/2006. Budget also reflects reporting as shown on State Chancellor's Office FUSION report fiscal year 03-04 and 07-08.

Status: The final Notice of Completion was filed on September 24, 2007.

In Progress: Six change orders remain in "Pending" status and must be closed to arrive at DSA close out.

Recently Completed: Resubmittal of required documents to DSA for close out.

Focus: Change order close-out. DSA Close-Out Consultant is engaged to work with the architect to complete this effort.

| | |
|-----------------------------|-------------------------|
| Project Start: October 2003 | Scheduled Finish: |
| Finish: Complete: July 2007 | DSA Close Out: Underway |

2. LIFE SCIENCES PROJECT

| | Original | Revisions | Total |
|-----------------------|--------------|---------------|--------------|
| Project Budget: | \$24,861,000 | (\$4,371,000) | \$20,490,000 |
| State Match: | \$17,393,000 | (\$3,825,000) | \$13,568,000 |
| Basic Aid Allocation: | \$1,113,000 | \$1,780,000 | \$13,490,000 |

Budget Narrative: Budget reflects Board agenda action on 6/22/2004, 5/23/2005, 3/24/2008, 4/27/2009, 5/24/2010 and 6/17/2013. The original project budget totaled \$24,861,000. The project budget was reduced to \$20,490,000 when a lower-than-estimated bid was received and the state reduced their match to \$13,568,000. When the state indicated they may not have funds for their match, the Board allocated a portion of the state's short fall using basic aid funding for a funded total of \$17,410,000. The state has reimbursed the district \$12,843,000 resulting in no need for additional basic aid funding. \$5,700,000 of the state reimbursement has been returned to basic aid project funds. Outstanding state reimbursement is \$725,000 which is the remaining portion of the state's contribution for equipment funding reimbursement.

Status: *Project construction is complete and occupied. The Architect is gathering all required DSA forms to submit for project closeout.*

In Progress: DSA Closeout and Surety negotiations.

Recently Completed: *Issuance of final project change orders and filing Notice of Completion.*

Focus: Negotiations between Surety and District to resolve added costs of schedule delay.

| | |
|-------------------------------------|-----------------------------|
| Project Start: December 2008 | Scheduled Finish: July 2012 |
| Projected Finish: February 28, 2014 | DSA Close Out: Pending |

3. BARRANCA ENTRANCE

| | Original | Revision | Total |
|--------------------------|-------------|----------|-------------|
| Project Budget: | \$2,850,000 | - | \$2,850,000 |
| Anticipated State Match: | - | - | - |
| Basic Aid Allocation: | \$2,850,000 | - | \$2,850,000 |

Budget Narrative: Budget reflects Board agenda action on 4/27/2009. The current basic aid assignment of \$2,850,000 is considered sufficient to meet project costs.

Status: Construction documents are at the City of Irvine for final back-check approval.

In Progress: *County filing of the Assignment of Agreement with the Irvine Company.*

Recently Completed: *Approval of the District's Assignment of Agreement with the Irvine Company. Preparation of a new estimate to confirm that the project is still within budget based on the timeframe that it has taken to resolve agency negotiations for necessary easements.*

Focus: Conclude agency negotiations and prepare documents to bid. *Southern California Edison to prepare 3rd and final easement needed for project.*

| | |
|------------------------------|------------------------------------|
| Project Start: March 2010 | Scheduled Finish: Summer/Fall 2015 |
| Projected Finish: Early 2016 | DSA Close Out: Pending |

4. A400 RENOVATION AND EXPANSION PROJECT

| | Original | Revision | Total |
|--------------------------|-------------|--------------|--------------|
| Project Budget: | \$3,004,051 | \$10,008,949 | \$13,013,000 |
| Anticipated State Match: | - | - | - |
| Basic Aid Allocation: | \$1,000,000 | \$12,013,000 | \$13,013,000 |

Budget Narrative: Budget reflects Board agenda action on 2/28/2011, 8/27/2012 and 6/17/2013. On August 27, 2012, the Board approved \$10,463,000 additional to fund the project budget. Staff analyzed the budget identified in the Education and Facilities Master Plan and determined there was no allowance for equipment. On June 17, 2013 the Board approved \$1,550,000 for furniture, fixtures and equipment.

Status: *DSA review comments are received for fire, life and safety. Awaiting comments for DSA access and structural reviews.*

In Progress: *DSA review of construction documents. Design Builder is responding to comments from DSA, district, consultants and IVC Facilities.*

Recently Completed: *District, consultants and IVC Facilities review of DSA submitted documents.*

Focus: Design Builder to provide responses to 100% CD documents comments from District Consultants and IVC Facilities, and respond to DSA fire life safety comments. Ongoing furniture, fixture and equipment selection.

| | |
|------------------------------|----------------------------|
| Project Start: December 2012 | Scheduled Finish: May 2015 |
| Projected Finish: May 2015 | DSA Close Out: Pending |

ATEP

1. ATEP BUILDING DEMOLITION

| | Original | Revision | Total |
|--------------------------|-------------|-------------|--------------|
| Project Budget: | \$7,000,000 | \$6,700,000 | \$13,700,000 |
| Anticipated State Match: | - | - | - |
| Basic Aid Allocation: | \$7,000,000 | - | \$7,000,000 |

Budget Narrative: Budget reflects Board action on 4/22/2004 and 6/17/2013.

Status: Six demolition projects including the ATEP Building Foundations and Infrastructure Demolition are complete.

In Progress: Development of Demolition plans for the property associated with the City of Tustin land exchange.

Recently Completed:

Focus: Ensure that site is left in good condition to meet on-going maintenance needs. Bid Land Exchange Demo project.

| | |
|-------------------------------|------------------------------|
| Project Start: September 2010 | Scheduled Finish: March 2013 |
| Projected Finish: On-going | DSA Close Out: N/A |

2. ATEP FIRST BUILDINGS - PHASE 3A

| | Original | Revision | Total |
|--------------------------|--------------|----------|--------------|
| Project Budget: | - | - | - |
| Anticipated State Match: | - | - | - |
| Basic Aid Allocation: | \$12,500,000 | - | \$12,500,000 |

Budget Narrative: Budget reflects Board action on 2/28/2011. \$12,500,000 has been allocated to the Phase 3A project budget.

Status: Board approved two 30,000 square feet buildings, one for Saddleback College and one for Irvine Valley College. Board approved Design/Build as a delivery method for these projects. Programming completed January 2012. IVC Technical Specifications approved during A400 project development. Saddleback College completed review of the technical specifications.

In Progress: *Irvine Valley College has requested funding for their building through the Basic Aid Allocation Resource committee in order to address the need to relocate classes currently housed in buildings transferred to the City of Tustin in land exchange and leased for a limited period.*

Recently Completed: *Development Master Planning Workshop No. 1.*

Focus: Development Master Planning to maximize use of site.

| | |
|-----------------------------|-----------------------------|
| Project Start: January 2013 | Scheduled Finish: June 2016 |
| Projected Finish: June 2016 | DSA Close Out: Pending |

DISTRICT WIDE

1. 20 YEAR FACILITIES, RENOVATION AND SCHEDULED MAINTENANCE FACILITIES SYSTEM

| | Original | Revision | Total |
|--------------------------|-----------|----------|-------------|
| Project Budget: | \$704,000 | 300,000 | \$1,004,000 |
| Anticipated State Match: | - | - | - |
| Basic Aid Allocation: | \$704,000 | - | \$704,000 |

Budget Narrative: Budget reflects Board action on 6/25/2012 and 6/17/2013.

Status: Irvine Valley and Saddleback College are beginning to employ the Maintenance Direct portion of the software modules.

In Progress: Coordinate condition assessment and scheduled maintenance information into a graphic representation at State Chancellor's website. *Develop contract for infrastructure condition assessment.*

Recently Completed: Analyzed recently completed projects and the associated schedule of values to develop customized cost model(s). *The information that was reported from the condition assessment efforts was used by the colleges to develop scheduled maintenance project request with the Basic Aid Allocation Resource Committee.*

Focus: Upload information with State Chancellor's Office FUSION website. Perform infrastructure condition assessment.

| | |
|--------------------------------|-----------------------------|
| Project Start: July 2012 | Scheduled Finish: June 2013 |
| Projected Finish: January 2014 | DSA Close Out: N/A |

Project updates for active projects may be viewed at:
<http://www.socccd.edu/businessservices/ProjectUpdates.html>.

Definitions:

| | |
|-------------------|---|
| Project Start: | Month Architect/Consultant(s) are brought on board for design/project |
| Scheduled Finish: | Assumed duration of project depending on variables, such as agency review, etc. outside District and consultant control |
| Projected Finish: | Identified finish at the time of the report |
| DSA Close Out: | The process of sending required documents to DSA to obtain project certification. |

Note: Project budgets reflect the allocated state match as reported in FUSION for the planning year 2014-2015. (FUSION is the State Chancellor's Office database for Capital Outlay.)

The "Revisions" column for the State Match category includes changes due to escalation and changes that may have occurred to the state's percentage (i.e. going from an 80% match down to a 70% match and so on as the economy changes) from the original project approvals to current date. The "Revisions" column for the Basic Aid Allocation will show a total variation to date taking into account both increased and decreased basic aid allocations.

The Unassigned category identifies an underfunded budget.

The Budget Narrative paragraph for each project discusses the history of change to all category amounts over the life of the project.

TO: Board of Trustees
FROM: 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 March 31, 2014 (EXHIBIT A). A review of current revenues and expenditures for FY 2013-2014 show they are in line with the budget.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
General Fund Income and Expenditure Summary
As of March 31, 2014

| REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE | | Adopted Budget | Revised Budget | Actual Beg Bal & Receipts/ Expenditures | % Actual to Revised |
|--|-----------|-----------------------|--------------------|---|------------------------|
| SOURCES OF FUNDS | | | | | |
| BEGINNING FUND BALANCE: | | \$ 34,319,623 | 34,319,623 | 34,319,623 | 100.00% |
| REVENUES: | | | | | |
| Federal Sources | 8100-8199 | \$ 1,437,406 | 4,666,843 | 633,584 | 13.58% |
| State Sources | 8600-8699 | 16,576,274 | 20,348,110 | 11,644,848 | 57.23% |
| Local Sources | 8800-8899 | 187,210,910 | 187,606,956 | 128,695,349 | 68.60% |
| Other Financing Sources | 8900-8912 | | | 8,682 | |
| Total Revenue | | 205,224,590 | 212,621,909 | 140,982,463 | 66.31% |
| INCOMING TRANSFERS | 8980-8989 | 0 | 0 | 0 | |
| TOTAL SOURCES OF FUNDS | | \$ 239,544,213 | 246,941,532 | 175,302,086 | 70.99% |
| USES OF FUNDS | | | | | |
| EXPENDITURES: | | | | | |
| Academic Salaries | 1000-1999 | \$ 67,332,618 | 68,701,837 | 49,074,513 | 71.43% |
| Other Staff Salaries | 2000-2999 | 41,249,943 | 43,180,588 | 26,479,806 | 61.32% |
| Employee Benefits | 3000-3999 | 35,816,180 | 36,669,711 | 24,995,107 | 68.16% |
| Supplies & Materials | 4000-4999 | 5,090,739 | 5,028,532 | 2,020,246 | 40.18% |
| Services & Other Operating | 5000-5999 | 20,660,367 | 22,692,736 | 11,429,374 | 50.37% |
| Capital Outlay | 6000-6999 | 5,781,881 | 6,512,688 | 2,128,522 | 32.68% |
| Payments to Students | 7500-7699 | 398,441 | 1,001,355 | 343,779 | 34.33% |
| Total Expenditures | | \$ 176,330,169 | 183,787,447 | 116,471,347 | 63.37% |
| OTHER FINANCING USES: | | | | | |
| Debt Service | 7100-7199 | 2,254,321 | 2,316,647 | 2,316,647 | 100.00% |
| Inter Fund Transfers Out | 7300-7399 | \$ 3,209,000 | 3,509,806 | 2,609,806 | 74.36% |
| Basic Aid Transfers Out | 7300-7399 | 33,804,051 | 33,804,051 | 3,620,000 | 10.71% |
| Intra Fund Transfers Out | 7400-7499 | 0 | 8,682 | 8,682 | 0.00% |
| Total Other Uses | | 39,267,372 | 39,639,186 | 8,555,135 | 21.58% |
| TOTAL USES OF FUNDS | | 215,597,541 | 223,426,633 | 125,026,482 | 55.96% |
| ENDING FUND BALANCE | | \$ 23,946,672 | 23,514,899 | 50,275,604 | |
| RESERVES | | | | | |
| Reserve for Unrealized Tax Collections (Basic Aid) | | \$ 11,717,496 | 11,655,170 | | |
| Reserve for Economic Uncertainties | | 11,296,568 | 11,296,568 | | |
| College Reserves for Economic Uncertainties | | 932,608 | 563,161 | | |
| TOTAL RESERVES | | \$ 23,946,672 | 23,514,899 | | |

NOTE: As of March 31, 2013, actual revenues to date were **71.91%** and actual expenditures to date were **59.03%** of the revised budget to date.

SADDLEBACK COLLEGE

General Fund Income and Expenditure Summary
As of March 31, 2014

| REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE | | Adopted Budget | Revised Budget | Beg Bal & Receipts/ Expenditures | % Actual to Revised |
|--|-----------|-----------------------|--------------------|--|------------------------|
| SOURCES OF FUNDS | | | | | |
| LOCATION BEGINNING BALANCE | | \$ 9,959,945 | 9,959,945 | 9,959,945 | 100.00% |
| REVENUES: | | | | | |
| Unrestricted Budget Allocation | | \$ 85,095,866 | 85,095,866 | 57,244,990 | 67.27% |
| Restricted Budget Allocation | | 9,097,454 | 14,499,933 | 6,604,021 | 45.55% |
| Total Revenue | | 94,193,320 | 99,595,799 | 63,849,011 | 64.11% |
| INCOMING TRANSFERS | 8980-8989 | 0 | 0 | 0 | |
| TOTAL SOURCES OF FUNDS | | <u>\$ 104,153,265</u> | <u>109,555,744</u> | <u>73,808,956</u> | 67.37% |
| USES OF FUNDS | | | | | |
| EXPENDITURES: | | | | | |
| Academic Salaries | 1000-1999 | \$ 43,634,681 | 44,389,386 | 31,453,567 | 70.86% |
| Other Staff Salaries | 2000-2999 | 20,664,930 | 21,965,448 | 13,221,916 | 60.19% |
| Employee Benefits | 3000-3999 | 20,323,819 | 21,023,910 | 14,035,220 | 66.76% |
| Supplies & Materials | 4000-4999 | 3,643,373 | 3,752,572 | 1,388,856 | 37.01% |
| Services & Other Operating | 5000-5999 | 8,977,419 | 10,594,209 | 4,889,884 | 46.16% |
| Capital Outlay | 6000-6999 | 4,110,114 | 4,377,456 | 1,532,167 | 35.00% |
| Payments to Students | 7500-7699 | 223,929 | 665,097 | 194,445 | 29.24% |
| Total Expenditures | | \$ 101,578,265 | 106,768,078 | 66,716,055 | 62.49% |
| OTHER FINANCING SOURCES/(USES): | | | | | |
| Debt Service | 7100-7199 | 0 | 0 | 0 | |
| Transfers Out | 7300-7399 | \$ 2,075,000 | 2,278,984 | 2,278,984 | 100.00% |
| Other Transfers | 7400-7499 | 0 | 8,682 | 8,682 | 100.00% |
| Total Other Uses | | 2,075,000 | 2,287,666 | 2,287,666 | 100.00% |
| TOTAL USES OF FUNDS | | <u>103,653,265</u> | <u>109,055,744</u> | <u>69,003,721</u> | 63.27% |
| LOCATION OPERATING BALANCE | | <u>\$ 500,000</u> | <u>500,000</u> | <u>4,805,235</u> | |
| RESERVES | | | | | |
| Reserve for Economic Uncertainties | | <u>\$ 500,000</u> | <u>500,000</u> | | |

NOTE: As of March 31, 2013, actual revenues to date were **70.70%** and actual expenditures to date were **63.37%** of the revised budget to date.

IRVINE VALLEY COLLEGE
General Fund Income and Expenditure Summary
As of March 31, 2014

| REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE | | Adopted Budget | Revised Budget | Beg Bal & Receipts/ Expenditures | % Actual to Revised |
|--|-----------|-------------------|-------------------|--|------------------------|
| SOURCES OF FUNDS | | | | | |
| LOCATION BEGINNING BALANCE | | 1,544,479 | 1,544,479 | 1,544,479 | 100.00% |
| REVENUES: | | | | | |
| Unrestricted Budget Allocation | | \$ 47,898,208 | 47,898,208 | 33,667,327 | 70.29% |
| Restricted Budget Allocation | | 5,674,197 | 7,665,011 | 5,232,691 | 68.27% |
| Total Revenue | | 53,572,405 | 55,563,219 | 38,900,018 | 70.01% |
| INCOMING TRANSFERS | 8980-8989 | 0 | 0 | 0 | |
| TOTAL SOURCES OF FUNDS | | <u>55,116,884</u> | <u>57,107,698</u> | <u>40,444,497</u> | 70.82% |
| USES OF FUNDS | | | | | |
| EXPENDITURES: | | | | | |
| Academic Salaries | 1000-1999 | 21,888,688 | 22,503,202 | 16,641,561 | 73.95% |
| Other Staff Salaries | 2000-2999 | 12,795,573 | 13,340,700 | 8,412,986 | 63.06% |
| Employee Benefits | 3000-3999 | 11,506,470 | 11,659,910 | 8,153,950 | 69.93% |
| Supplies & Materials | 4000-4999 | 1,200,271 | 1,023,076 | 573,260 | 56.03% |
| Services & Other Operating | 5000-5999 | 5,092,095 | 5,654,360 | 2,895,697 | 51.21% |
| Capital Outlay | 6000-6999 | 1,142,667 | 1,546,209 | 498,074 | 32.21% |
| Payments to Students | 7500-7699 | 174,512 | 336,258 | 149,334 | 44.41% |
| Total Expenditures | | 53,800,276 | 56,063,715 | 37,324,862 | 66.58% |
| OTHER FINANCING SOURCES/(USES): | | | | | |
| Debt Service | 7100-7199 | 0 | 0 | 0 | |
| Transfers Out | 7300-7399 | 884,000 | 980,822 | 80,822 | 8.24% |
| Other Transfers | 7400-7499 | 0 | 0 | 0 | |
| Total Other Uses | | 884,000 | 980,822 | 80,822 | 8.24% |
| TOTAL USES OF FUNDS | | <u>54,684,276</u> | <u>57,044,537</u> | <u>37,405,684</u> | 65.57% |
| LOCATION OPERATING BALANCE | | <u>432,608</u> | <u>63,161</u> | <u>3,038,813</u> | |
| RESERVES | | | | | |
| Reserve for Economic Uncertainties | | <u>432,608</u> | <u>63,161</u> | | |

NOTE: As of March 31, 2013, actual revenues to date were **71.03%** and actual expenditures to date were **67.30%** of the revised budget to date.

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Quarterly Financial Status Report
ACTION: Information

BACKGROUND

Title 5, California Code of Regulations, Section 58310 requires each community college district to prepare a Quarterly Financial Status Report based on measurements and standards as established by the Board of Governors and certified on forms provided by the Chancellor no later than forty-five days following completion of each quarter.

STATUS

The California Community Colleges Quarterly Financial Status Report for SOCCCD, as of March 31, 2014 for FY 2013-2014, is attached (EXHIBIT A) for the Board of Trustees' information and review.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-31 IQ

VIEW QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2013-2014

District: (890) SOUTH ORANGE

Quarter Ended: (Q3) Mar 31, 2014

| Line | Description | As of June 30 for the fiscal year specified | | | |
|--|---|---|-------------------|-------------------|------------------------|
| | | Actual 2010-11 | Actual 2011-12 | Actual 2012-13 | Projected 2013-2014 |
| Unrestricted General Fund Revenue, Expenditure and Fund Balance: | | | | | |
| A. | Revenues: | | | | |
| A.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 179,153,234 | 178,949,792 | 192,456,241 | 190,417,683 |
| A.2 | Other Financing Sources (Object 8900) | 0 | 0 | 3,877 | 0 |
| A.3 | Total Unrestricted Revenue (A.1 + A.2) | 179,153,234 | 178,949,792 | 192,460,118 | 190,417,683 |
| B. | Expenditures: | | | | |
| B.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 143,192,286 | 138,718,862 | 148,087,433 | 155,337,196 |
| B.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 41,067,999 | 40,871,237 | 37,873,228 | 39,160,504 |
| B.3 | Total Unrestricted Expenditures (B.1 + B.2) | 184,260,285 | 179,590,099 | 185,960,661 | 194,497,700 |
| C. | Revenues Over(Under) Expenditures (A.3 - B.3) | -5,107,051 | -640,307 | 6,499,457 | -4,080,017 |
| D. | Fund Balance, Beginning | 26,842,817 | 21,735,766 | 21,095,459 | 27,594,916 |
| D.1 | Prior Year Adjustments + (-) | 0 | 0 | 0 | 0 |
| D.2 | Adjusted Fund Balance, Beginning (D + D.1) | 26,842,817 | 21,735,766 | 21,095,459 | 27,594,916 |
| E. | Fund Balance, Ending (C. + D.2) | 21,735,766 | 21,095,459 | 27,594,916 | 23,514,899 |
| F.1 | Percentage of GF Fund Balance to GF Expenditures (E. / B.3) | 11.8% | 11.7% | 14.8% | 12.1% |

II. Annualized Attendance FTES:

| | | | | | |
|-----|---|--------|--------|--------|--------|
| G.1 | Annualized FTES (excluding apprentice and non-resident) | 28,199 | 27,828 | 27,803 | 24,941 |
|-----|---|--------|--------|--------|--------|

III. Total General Fund Cash Balance (Unrestricted and Restricted)

| | | As of the specified quarter ended for each fiscal year | | | |
|-----|--------------------------------|--|------------|------------|------------|
| | | 2010-11 | 2011-12 | 2012-13 | 2013-2014 |
| H.1 | Cash, excluding borrowed funds | | 28,916,889 | 33,966,689 | 39,438,315 |
| H.2 | Cash, borrowed funds only | | 0 | 0 | 0 |
| H.3 | Total Cash (H.1+ H.2) | 25,884,623 | 28,916,889 | 33,966,689 | 39,438,315 |

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

| Line | Description | Adopted Budget (Col. 1) | Annual Current Budget (Col. 2) | Year-to-Date Actuals (Col. 3) | Percentage (Col. 3/Col. 2) |
|-----------|---|-------------------------|--------------------------------|-------------------------------|----------------------------|
| I. | Revenues: | | | | |
| I.1 | Unrestricted General Fund Revenues (Objects 8100, 8600, 8800) | 190,417,683 | 190,417,683 | 129,111,663 | 67.8% |
| I.2 | Other Financing Sources (Object 8900) | 0 | 0 | 0 | |
| I.3 | Total Unrestricted Revenue (I.1 + I.2) | 190,417,683 | 190,417,683 | 129,111,663 | 67.8% |
| J. | Expenditures: | | | | |
| J.1 | Unrestricted General Fund Expenditures (Objects 1000-6000) | 154,898,555 | 155,337,196 | 106,259,358 | 68.4% |
| J.2 | Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600) | 39,167,372 | 39,160,504 | 8,076,452 | 20.6% |
| J.3 | Total Unrestricted Expenditures (J.1 + J.2) | 194,065,927 | 194,497,700 | 114,335,810 | 58.8% |
| K. | Revenues Over(Under) Expenditures (I.3 - J.3) | -3,648,244 | -4,080,017 | 14,775,853 | |
| L | Adjusted Fund Balance, Beginning | 27,594,916 | 27,594,916 | 27,594,916 | |
| L.1 | Fund Balance, Ending (C. + L.2) | 23,946,672 | 23,514,899 | 42,370,769 | |
| M | Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3) | 12.3% | 12.1% | | |

V. Has the district settled any employee contracts during this quarter? **NO**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

| Contract Period Settled (Specify) YYYY-YY | Management | | Academic | | | | Classified | |
|---|---------------------|-----|---------------------|-----|---------------------|-----|---------------------|-----|
| | | | Permanent | | Temporary | | | |
| | Total Cost Increase | % * | Total Cost Increase | % * | Total Cost Increase | % * | Total Cost Increase | % * |
| a. SALARIES: | | | | | | | | |
| Year 1: | | | | | | | | |
| Year 2: | | | | | | | | |
| Year 3: | | | | | | | | |
| b. BENEFITS: | | | | | | | | |
| Year 1: | | | | | | | | |
| Year 2: | | | | | | | | |
| Year 3: | | | | | | | | |

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **This year? NO**
Next year? NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-3 | IQ
CERTIFY QUARTERLY DATA

District: (890) SOUTH ORANGE

CHANGE THE PERIOD ▼

Fiscal Year: 2013-2014

Quarter Ended: (Q3) Mar 31, 2014

Your Quarterly Data is ready for certification.
Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

CBO Name:

CBO Phone:

CBO Signature:

Date Signed:

Chief Executive Officer Name:

CEO Signature:

Date Signed:

Electronic Cert Date:

District Contact Person

Name:

Title:

Telephone:

Fax:

E-Mail:

Certify This Quarter

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4554
Sacramento, California 95814-6511

Send questions to:
Christine Atalig (916)327-5772 atalig@cccco.edu or Tracy Britten (916)323-6899 tbritten@cccco.edu

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TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Retiree (OPEB) Trust Fund

ACTION: Information

BACKGROUND

In April 2008 the SOCCCD Board of Trustees authorized the establishment of an irrevocable trust to comply with GASB No. 43 (Financial Reporting for Postemployment Benefit Plans Other Than Pensions) and GASB No. 45 (Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions). The trust was established with the Benefit Trust Company and is administered through the Futuris Public Entity Trust Program.

STATUS

This report is for the period ending March 31, 2014 (Exhibit A). The portfolio is comprised of 49.6% Fixed Funds (Bonds) and 50.4% Common Stocks (Domestic and International). The portfolio's performance increased .49% in the month of March, 2014, ending with a fair market value of \$92,418,028. Since inception, the trust has earned a 6.39% annualized return which is consistent with the market.

April 7, 2014

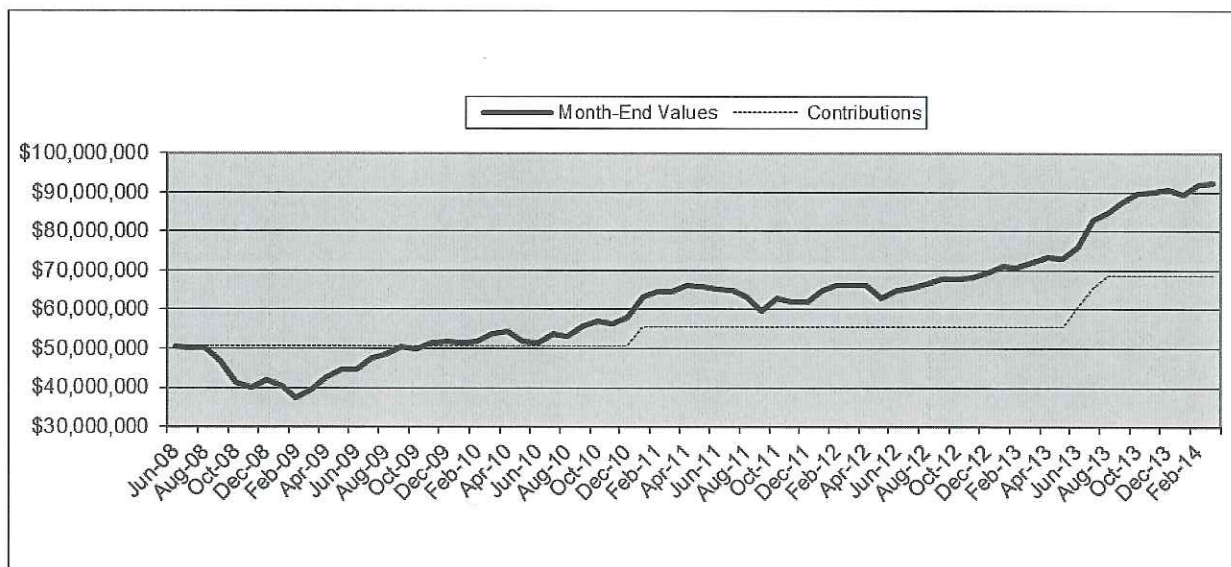
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

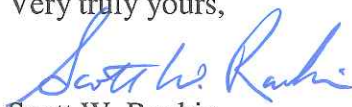
With a fair market value on March 31st of \$92,418,028.40 your portfolio's performance was up 0.49% for the month and up 6.39% on an annualized basis since the June 24th, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of bond funds (49.6%), and common stock funds (50.4%). It was designed to be invested over a long time frame. Deposits included the initial contribution of \$50,791,103 in June 2008, and additional contributions of \$4,618,708 on January 10, 2011, \$5,000,000 on June 17, 2013, \$5,000,000 on July 31, 2013 and \$3,389,912.76 on August 20, 2013 for a total of \$68,799,723.76. Below is the performance of your portfolio for various time frames since inception.

| <u>Performance</u> | <u>March 2014</u> | <u>Year-To-Date</u> | <u>Annualized Since Inception</u> |
|--------------------|-------------------|---------------------|-----------------------------------|
| South Orange CCCD | 0.49% | 1.91% | 6.39% annualized return |
| S&P 500 | 0.84% | 1.80% | 9.23% (Domestic Stocks) |
| MSCI EAFE | -0.64% | 0.66% | 2.46% (International stocks) |
| Barclays Aggregate | -0.17% | 1.84% | 4.92% (Domestic Bonds) |
| Barclays Global | -0.07% | 2.40% | 4.02% (Global Bonds) |



Very truly yours,


Scott W. Rankin
Senior Vice President

Benefit Trust - Retiree (OPEB) Trust

EXHIBIT A
Page 2 of 2

| Month - Year | Contributions | Contribution Balance | Month-End Investment Values |
|--------------|----------------------|----------------------|-----------------------------|
| June-08 | \$ 50,791,103 | \$ 50,791,103 | \$ 50,589,708 |
| June-09 | \$ - | \$ 50,791,103 | \$ 44,706,214 |
| June-10 | \$ - | \$ 50,791,103 | \$ 51,342,419 |
| June-11 | \$ 4,618,708 | \$ 55,409,811 | \$ 65,060,898 |
| July-11 | \$ - | \$ 55,409,811 | \$ 64,945,129 |
| August-11 | \$ - | \$ 55,409,811 | \$ 63,185,567 |
| September-11 | \$ - | \$ 55,409,811 | \$ 59,495,123 |
| October-11 | \$ - | \$ 55,409,811 | \$ 63,076,658 |
| November-11 | \$ - | \$ 55,409,811 | \$ 61,958,358 |
| December-11 | \$ - | \$ 55,409,811 | \$ 61,922,567 |
| January-12 | \$ - | \$ 55,409,811 | \$ 64,741,289 |
| February-12 | \$ - | \$ 55,409,811 | \$ 66,183,867 |
| March-12 | \$ - | \$ 55,409,811 | \$ 66,171,932 |
| April-12 | \$ - | \$ 55,409,811 | \$ 66,175,447 |
| May-12 | \$ - | \$ 55,409,811 | \$ 63,042,614 |
| June-12 | \$ - | \$ 55,409,811 | \$ 64,788,984 |
| July-12 | \$ - | \$ 55,409,811 | \$ 65,563,930 |
| August-12 | \$ - | \$ 55,409,811 | \$ 66,464,346 |
| September-12 | \$ - | \$ 55,409,811 | \$ 67,752,206 |
| October-12 | \$ - | \$ 55,409,811 | \$ 67,885,330 |
| November-12 | \$ - | \$ 55,409,811 | \$ 68,138,640 |
| December-12 | \$ - | \$ 55,409,811 | \$ 69,357,729 |
| January-13 | \$ - | \$ 55,409,811 | \$ 70,991,112 |
| February-13 | \$ - | \$ 55,409,811 | \$ 70,937,479 |
| March-13 | \$ - | \$ 55,409,811 | \$ 71,945,351 |
| April-13 | \$ - | \$ 55,409,811 | \$ 73,452,895 |
| May-13 | \$ - | \$ 55,409,811 | \$ 72,940,697 |
| June-13 | \$ 5,000,000 | \$ 60,409,811 | \$ 76,038,439 |
| July-13 | \$ 5,000,000 | \$ 65,409,811 | \$ 82,877,790 |
| August-13 | \$ 3,389,913 | \$ 68,799,724 | \$ 84,697,024 |
| September-13 | \$ - | \$ 68,799,724 | \$ 87,424,231 |
| October-13 | \$ - | \$ 68,799,724 | \$ 89,609,089 |
| November-13 | \$ - | \$ 68,799,724 | \$ 89,951,634 |
| December-13 | \$ - | \$ 68,799,724 | \$ 90,697,726 |
| January-14 | \$ - | \$ 68,799,724 | \$ 89,457,863 |
| February-14 | \$ - | \$ 68,799,724 | \$ 92,015,106 |
| March-14 | \$ - | \$ 68,799,724 | \$ 92,418,028 |
| | \$ 68,799,724 | | |



TO: Gary L. Poertner, Chancellor, and Members of the Board of Trustees

FROM: Glenn R. Roquemore, PhD, President *GR*

DATE: April 17, 2014

SUBJECT: **President's Report for the April 28, 2014 Board of Trustees Meeting**

Irvine Valley College Wins National Debate Title

On Sunday, March 23, debaters from Irvine Valley College (IVC) won the national championship trophy at the tournament awards ceremony held at Northern Arizona University. The trophy was given to the top community college team following a year-long sweepstakes race that started in September. Schools counted their top four teams at four tournaments during the season. This was the third year in a row that IVC won the national championship trophy. It was the team's tenth national title since 2000.

IVC2IVC Faculty Lecture Series

On Monday, April 7, in BSTIC 101, Reading Professor Melanie Haeri and Theater Production Manager Patric Taylor spoke on the topic: Reading: Vocabulary Isn't a Four-Letter Word. The lecture was presented as part of the faculty professional development lecture series. The public was also welcome.

Student Composer Competition

The Student Composer Competition was developed by the IVC Music Theory and Composition area which is directed by Dr. Daniel Luzko. This year marked the inaugural competition of its kind sponsored by IVC. The competition was made possible by the generous support of ASIVC (IVC's student government), who generously funded the monetary awards in each category. The goal of the competition was to motivate the development of music writing at the high school and college level, giving student composers an opportunity to showcase their work using IVC performers, including the support of the IVC Choir, the IVC Orchestra, the IVC Wind Symphony and the IVC Keyboard areas. The competition was open to IVC music students, as well as student composers of any nationality attending any U.S. high school (9th-12th grades), or any student who was enrolled in a music class at a community college in the United States. The age limit was 25. Winners included: IVC student Alexander Roode, first place; Santa Margarita Catholic High School Student Tyler Cotner, second place; and IVC Student Sina Karachiani, third place.

7th Annual Student Composers' Benefit

Composition students of Dr. Daniel Luzko presented their musical creations Saturday, April 12 on the A-311 Rehearsal Studio Stage. Proceeds benefited the IVC Music Theory and Composition area.

Operation Entrepreneurship

On April 11-12, the IVC Foundation joined the College in sponsoring Operation Entrepreneurship. Veteran students were encouraged to attend the two-day event on campus that included a reception on Friday, April 11, from 4:30 to 6:00 p.m. in the new IVC Veterans Services Center, as well as an awards Ceremony on Saturday, April 12, from 3:30 to 4:30 p.m. in BSTIC 101 on campus. Operation Entrepreneurship is based on the Ice House Entrepreneurship Program, a revolutionary new learning program designed to inspire and engage veterans in the fundamental concepts of an entrepreneurial mindset and the unlimited opportunities it can provide. This highly interactive program enables participants to learn directly from the firsthand experience of successful real-world entrepreneurs. The overall objective is to empower learners through entrepreneurial thinking and immerse them in entrepreneurial experiences that will enable them to develop entrepreneurial skills.

IVC Theater Students Showcase *Lend Me a Tenor*

It's the most important fundraising night for the Cleveland Grand Opera Company! With their new production of "Othello" coming around the corner, they need this fundraiser to go off with a bang. The night may not go as planned when their guest artist, Tito Merelli, a world renowned Italian tenor superstar, gets knocked out with a double dose of sedatives due to a series of mishaps. The opera director, believing Tito is actually dead, frantically tries to get someone else to impersonate him so the show can go on. A chain of slapstick and mistaken identity ensues! Opening night was Friday, April 11 at 8:00 p.m. Additional performances are scheduled on April 12, 13, 16, 17, 18, and 19.

Sophomore Voice Recital

Sophomore vocal students performed their year's accomplishments at the Sophomore Voice Recital Friday, April 25. Featured performers included Josué Nuñez, tenor, and Tasha Miller, soprano.

Spring Dance Perspectives

The IVC Performing Dance Ensemble presented an exciting perspective of dance which featured Ancestors, a tribute to the Masters of Modern Dance by Vox Dance Theatre artistic director Sarah Swenson; The Door and Interplay, both by artistic director Marie de la Palme; and new work by Raoul Cruz, artistic director of Mood Swings Dance Company Saturday, April 26. The upcoming show is set for noon Friday, May 2 on the PAC Main Stage.

IVC Foundation Golf Classic

On Tuesday, June 20, the IVC Foundation will hold its Golf Classic at the Oak Creek Golf Club. The Classic raises money for the IVC Foundation, student scholarships and IVC athletics programs. The cost of the event is \$295 per person or \$1,150 per foursome and includes 18 holes of play, golf cart, lunch, dinner, gift bag and hole-in-one prizes.

MOU Agreement with the University of Redlands

On Tuesday, April 1, IVC and the University of Redlands signed two Memorandum of Understanding (MOU) agreements. The first is an employee agreement, granting IVC employees discounted tuition, customized education and training opportunities at the University of Redlands, while allowing the University of Redlands to promote and recruit students at IVC. The second MOU signed into agreement the understanding that IVC students who transfer directly to the University of Redlands School of Business will receive a tuition discount. IVC attendees included Dr. Glenn R. Roquemore, President; Dr. Craig Justice, Vice President for Instruction; Dr. Linda Fontanilla, Vice President for Student Services; and Liz Cipres, Dean of Counseling Services, attended. Attendees from the University of Redlands included G. Keith Roberts, Associate Dean, School of Business; Nancy Svenson, Associate Vice President for Enrollment Management; Linda Purtill, Campus Director, South Coast Metro; and Ken Coleman, Director of Military and Veterans Outreach.

IVC Spring Job Fair

On Tuesday, April 22, the Career Center hosted the Spring Job Fair for students. Over forty companies attended, including Wells Fargo Bank, the Irvine Company, Farmers Insurance and LAPD. Companies provided students with information, answering questions, and resources for setting up interviews. Students were able to utilize the job fair to plan their next moves for summer jobs, careers, and exploring the job market.

IVC Students Honored at Phi Theta Kappa All-California Third Team Luncheon

Congratulations to IVC's Daphne Gunawan and Stephanie Ly, two of 76 students from 40 colleges celebrated at the annual luncheon on Thursday, April 3, in Sacramento honoring the Phi Theta Kappa All-California Third Team. Gunawan has a 3.88 grade point average and is a second-year student at IVC, planning to transfer to UCLA to pursue a bachelor's degree in computer science. She currently holds the position of vice president of leadership at IVC's Alpha Omega Mu chapter. She has a huge interest in graphic design and would like to someday combine her programming and design skills to be a user interface designer for mobile and web applications. Ly has a grade point average of 3.61 and will be graduating from IVC in the spring of 2014 with an associate degree in social and behavioral sciences. She is the current president of IVC's Alpha Omega Mu chapter. She will be transferring to a four-year institution to study environmental science with an emphasis on policy. She has every intention of making California the pioneer in environmental policy by working for the state government, too.



SADDLEBACK COLLEGE

28000 Marguerite Parkway • Mission Viejo, CA 92692
949.582.4722 • www.saddleback.edu

Tod A. Burnett, Ed.D.
President

TO: Members of the Board of Trustees
Gary L. Poertner, Chancellor

FROM: Dr. Tod A. Burnett, President

SUBJECT: Report for April 28, 2014 Board of Trustees Meeting

During his advocacy tour of Washington, DC on April 8th and 9th, Dr. Burnett met with representatives at the following legislative offices and federal agencies: Senator Dianne Feinstein, Senator Barbara Boxer, Congressman Dana Rohrabacher, Congressman John Campbell, Congressman Darrell Issa, House Committee on Education and the Workforce, Department of Labor, Department of Education, and Department of Health and Human Services. The meetings, which were conducted with Tere Fluegeman, district director of public affairs, enabled Dr. Burnett to discuss college priorities with decision makers in the legislative and executive branches. Feedback from the meetings was very positive, and follow up will be coordinated at the request of the representatives to continue communication on multiple college projects.

Dr. Burnett attended the American Association of Community Colleges annual convention, held from April 5th through 8th in Washington, DC.

Dr. Burnett, chair of the California Community College Athletic Association, provided the keynote address at the association's 17th annual convention on April 2nd in Los Angeles. The title of Dr. Burnett's speech was "A Bright Future for CCCAA."

The Saddleback College Foundation Annual Gala was held on Saturday, April 12th at the Laguna Cliffs Marriott in Dana Point. The event raised more than \$127,000 for student scholarships and college programs, and featured entertainment by students in Saddleback's jazz studies combo, commercial music ensemble, and dance program.

Alumnus of the Year Anthony Ferry, executive vice president and a founder of Neudesic, was the gala's honorary guest speaker. A resident of Mission Viejo, Mr. Ferry attended Saddleback College before transferring to California State University, Fullerton, where he earned a bachelor's degree in computer science. He says Saddleback was the place that he discovered he had a talent and passion for technology and programming that would lead him to form Neudesic.

Office of Instruction

April was a busy month for student performances. On April 4th through the 13th the Department of Theatre Arts presented a rip-roaring spring musical, *The Best Little Whorehouse in Texas* to full houses. Patrons also enjoyed barbecue before each show. On April 9th guest concert pianist Natsuki Fukasawa gave a master class to our advanced piano students, who performed to an appreciative audience, and on April 10th Fukasawa gave a free piano recital in FA101. Saddleback film students presented a film showcase titled *Direct Your Future* in BGS 254 on April 11th. On April 24th-27th, the Dance Department presented Dance Collective 2014 in the McKinney Theatre. On April 25th, the Saddleback printmaking

students presented the Third Annual Steamroller Block Party from 9am to 2pm in the Theatre Arts circle. Art students created their large format woodblocks using a three-ton steamroller. Saddleback jazz combo students presented a concert on April 28th in the McKinney Theatre. On April 28th and continuing through May 15th, Saddleback art students presented an annual juried student art exhibition. A reception and awards ceremony will be held on May 6th where students will receive a President's Choice and Dean's Choice award along with the grand prize. Jazz Guest Artist Joon Lee Trio performed with our own Joey Sellers on trombone and Putter Smith on bass. A Theatre Arts stage reading of a new musical, *Invisible*, was presented in the McKinney Theatre on April 30th. Admission was free.

Office of Student Services

Transfer Center

Saddleback College's Transfer Center hosted a Transfer College Fair on Wednesday, April 23rd. Over 38 colleges and universities attended. New first time participants were Springfield College and Temple University.

The Transfer Center took our students to UCLA STOMP Conference on April 25th

The Transfer Center has introduced "Transfer Mondays" each week from 5:30 p.m. to 6:30 p.m. to provide time for students to stop by and get information on the transfer process.

Teacher Preparation Pipeline Program

TPP counselors participated in Saddleback College Parent Night on April 16th.

TPP staff met with their Project Tomorrow partners and the planning committee on April to prepare for the Second Annual California Future Educators' Association Youth Conference to be held on the Saddleback College campus on May 2.

Child Development Center

The children, along with many of their parents and Saddleback College student volunteers, participated in a two-day gardening event at the CDC. New gardens were planted and older gardens were refurbished. The children regularly add to their compost bin which is then used in the garden beds. A reporter from the Orange County Register took photographs of the event and an article was included in the newspaper.

The CDC earned \$1000 from a school fundraiser event.

The CDC hosted a Café Connection through the Help Me Grow organization. Approximately 75 individuals from various organizations that assist children and their parents visited the CDC and participated in a morning networking workshop and then toured the center.

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Workday Implementation Project Summary Overview for the Period of 02/03/14 – 04/25/14

1. Overview:

The following is a summary of major activities for the HR/Financial System Software Project (Workday) Implementation, for the period of February 3 through April 25, 2014:

- Facilities Preparation
- Development of Project SharePoint Site
- Development of the Project Charter
- Project Planning
- Workday Training Sessions
- Initiation of Business Process Innovation
- Initial Design and Integration Activities
- Planning for College Open Houses and Flex Week
- Data Extract for and Activation of the Initial Workday Prototype

See below for further detail regarding these activities.

2. Major Activities:

Facilities Preparation

Village 4 on the Saddleback College Campus was designated to be the facility to be used for the duration of the project for training, group meetings, office space for visiting consultants, and a collaborative work space for various project groups. The space was fully functional on schedule for the initial Workday Training, and has been invaluable in supporting the project thus far.

Development of Project SharePoint Site

A SharePoint site has been developed specific to the project, and has been key in facilitating communications involving documents and calendar items. Outside consultants, as well as SOCCCD staff, have access to the site to share session/meeting agendas and notes, as well as supporting documents. A full calendar of activities for the project is maintained on the site, including links to documents related to the events and participants. In addition, an Issue log and Risk log are maintained on the site. The SharePoint site is <https://sharepoint.socccd.edu/bs/WDImplementation/default.aspx> and can be accessed by internal SOCCCD employees from both colleges and district services.

Development of the Project Charter

The project charter is an important document that establishes the scope, objectives, and overall approach for the implementation of the Workday solution. The charter has been through several iterations of thoughtful review and updates, and is close to completion and signoff.

Project Planning

Planning for the project began in early February. A detailed project plan has been developed in collaboration with SOCCCD; the implementation partner, CedarCrestone (CCI); and Workday, and is in the final stages of approval and activation using an online project planning tool. A comprehensive project plan is essential to the coordination and success of the project, and the

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automated planning software will assist greatly in achieving that goal. One unfortunate outcome of this phase of the project was that the CCI Engagement Manager initially assigned to the project was not a good fit for SOCCCD, but CCI is in the process of addressing this situation.

Workday Training Sessions

Two Workday training courses have been completed by key staff members who will be involved in the design and implementation of the Human Capital Management (HCM) module of Workday. HCM Fundamentals training, which provided an overview of the basic functionality of that module, was held onsite for four days in early March. In addition, Time Tracking training was attended by several staff in early April at Workday's Pleasanton facility. In both cases, the training and materials provided were very high quality.

Initiation of Business Process Innovation

One of the most critical components of the implementation effort is the successful inclusion of Business Process innovation. The goal is to set the trajectory toward the ideal processes defined in the Business Process Analysis efforts that occurred in the 12-18 months preceding this new software project kickoff and that served as the basis for the selection of the Workday solution. SOCCCD, CCI, and SIG have jointly developed a definition of the guiding principles of BPI, and a strategy to ensure that they are applied to all phases of the project, from initial design through testing, training, and implementation.

Initial Design and Integration Activities

Several sessions involving SOCCCD and CCI staff were held to begin the design and definition of the Integrations between Workday HCM, outside entities, and other SOCCCD systems. Outside entities include the OCDE payroll system, PeopleAdmin applicant management, and benefit providers. In addition, design sessions facilitated by CCI were held to define the core components of the Workday system specific to SOCCCD, including organizational structure, security, staffing models, employee data, and compensation.

Planning for College Open Houses and Flex Week

A team consisting of SOCCCD staff (inclusive of the colleges), CCI consultants, and the Workday Customer Success Manager has been planning for two open houses to be held at each of the colleges. The open house for IVC will be held on June 17th, and for Saddleback on June 18th. In addition to a brief overview and introduction to the project, workstations will be set up to allow attendees to see various demos of the capabilities of the system. These open houses are targeted primarily for classified staff and managers, since most faculty will be off for the summer. A flex week activity for August to introduce faculty to the project is also in the planning stage.

Data Extract for and Activation of the Initial Workday Prototype

Accurate migration of data from the current SOCCCD HR system is essential to the success of the project. This is accomplished in the Workday implementation model by doing the migration in several prototype stages. The first of these prototypes was successfully completed using data extracted by SOCCCD staff, followed by analysis of the data and activation in a Workday "tenant", or database. The results are currently being reviewed for accuracy by SOCCCD staff, in preparation for the creation of the second prototype.

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4. Observations:

Even though this project represents a significant increase in workload, the SOCCCD project team is very enthusiastic, engaged, and dedicated to the success of the project. They are very knowledgeable in the current systems, both at SOCCCD and the County Payroll, which is an important factor in the success of the project. The teamwork between the SOCCCD project team and the CCI team has been highly collaborative, professional, and efficient, resulting in significant progress thus far in the project.

The need to replace the CCI Engagement Manager was an unfortunate situation, but it doesn't seem to have affected the progress of the project. CCI has addressed this issue quickly and professionally, and have provided quality interim support in that area until a replacement comes on board.

A significant amount of hard work and coordination was required to prepare the Village 4 site to be ready in time for the initial HCM training. Many projects are hampered by inadequate facilities, but this site will be an invaluable asset.

The emphasis that has been placed on the Business Process Innovation component of the project is essential. The successful implementation of change, and not just a new technical solution, may well be the most critical aspect of the project.