

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

AGENDA

Meeting of the Board of Trustees



Monday, August 27, 2012

Call to order: 5:00 p.m.

[Followed by Public Comments/Closed Session]

Reconvene Open Session: 6:30 p.m.

Ronald Reagan Board of Trustees, Room 145
Health Sciences/District Offices Building
Saddleback College
28000 Marguerite Parkway
Mission Viejo, CA 92692

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

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

Board of Trustees

Nancy M. Padberg – President, T.J. Prendergast, III - Vice President, Marcia Milchiker – Clerk
William O. Jay, David B. Lang, Frank M. Meldau, James R. Wright, Heather Park – Student Trustee
Gary L. Poertner - Chancellor



Meeting of the Board of Trustees

August 27, 2012

REVISED OUTLINE

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

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

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Public Employee Evaluation/Discipline/Dismissal/Release/Employment (GC Section 54957)(3)
 - 1. Public Employee Discipline (1)
 - 2. Public Employee Employment (1)
 - 3. Public Employee Evaluation: Chancellor (1)
- B. Conference with Labor Negotiators (GC Section 54957.6)
 - 1. Unrepresented Employee: Chancellor
 - a. Agency Designated Negotiator: Nancy Padberg, Esq., Board President, and Warren Kinsler, Esq. – General Counsel
- C. Conference with Real Property Negotiators (GC Section 54956.8)(1)
 - 1. Lease of Property by District: Portion of Saddleback College site: MG Promenade Apartments LLC, 28032 Marguerite Parkway, Mission Viejo
 - a. Agency Designated Negotiator: Debra Fitzsimons, Ph. D., regarding price and terms and terms of payment.
- D. Conference with Legal Counsel (GC Section 54956.9)
 - 1. Anticipated Litigation/Significant Exposure to Litigation (GC Section 54956.9[b][1] and [3][C] – *Claim of Tracy Daly*

RECONVENE OPEN SESSION: 6:30 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

2.2 Invocation

Led by Trustee Bill Jay

2.3 Pledge of Allegiance

Led by Trustee T.J. Prendergast

2.4 Resolutions/Commendations

A. Resolutions – none

B. Commendations - none

2.6 Public Comments

*Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. **Speakers are limited to up to two minutes each.***

3.0 REPORTS

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

A. Board Reports

B. Chancellor's Report

C. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 Irvine Valley College and Saddleback College: Role of the Academic Senate in Education Program Development

Irvine Valley College and Saddleback College Academic Senates will present to the Board the role of the academic senate.

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.

5.1 SOCCCD: Board of Trustees Meeting Minutes

Approve minutes of a Special and Regular Meeting held on July 30, 2012.

5.2 Saddleback College: Golf Driving Range Services Amendment No. 2 to the Agreement

Approve amendment with Donovan Bros. Golf, Inc. for a one year extension and a modification to the terms reducing the return on monthly gross sales of the operation.

- 5.3 **Saddleback College and Irvine Valley College: Speakers**
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.4 **Irvine Valley College: Life Science Architectural Services: Amendment No. 3 for Increased Services**
Approve amendment with Dougherty and Dougherty increasing the agreement amount by \$3,450. The total revised agreement amount is \$1,225,010.
- 5.5 **Irvine Valley College: Life Sciences: Geotechnical Consultant Agreement, Amendment No. 3**
Approve amendment with C.E.M. Lab Corp increasing the agreement amount by \$65,850. The total revised agreement amount is \$300,402.
- 5.6 **Irvine Valley College: Irvine Soccer Club (DBA: Strikers FC) License Agreement**
Approve agreement with Irvine Soccer Club(DBA: Strikers FC) in the amount of \$116,150.
- 5.7 **SOCCCD: Award of Bid: Janitorial Supplies**
Approve award of bid for janitorial supplies for the FY 2012-2013 in the amount of \$146,770.39.
- 5.8 **SOCCCD: Contract with Crescent Solutions for Software Development Services**
Approve agreement with Crescent Solutions in the amount not to exceed \$108,864.
- 5.9 **SOCCCD: Contract with eNamix for Quality Assurance Services**
Approve agreement with eNamix in the amount not to exceed \$147,168.
- 5.10 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P12-04607 through P12-04608 amounting to \$35,771.82 and P13-00580 through P13-01136 amounting to \$4,859,000.28. Approve confirming requisitions dated July 11, 2012 through August 7, 2012 totaling \$41,301.92.
- 5.11 **SOCCCD: Payment of Bills**
Approve check no. 160890 through 161589 processed through the Orange County Department of Education, totaling \$4,563,980.12; and check no. 010443 through 010475, processed through Saddleback College Community Education, totaling \$38,111.41; and check no. 009014 through 009026, processed through Irvine Valley College Community Education, totaling \$90,693.62.

- 5.12 **SOCCCD: July/August 2012 Contracts**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

- 6.1 **Saddleback College and Irvine Valley College: Final FY 2012-2013 Student Government Budgets**
Approve budgets as presented.
- 6.2 **SOCCCD: Adoption of the Final Budget for FY 2012-2013**
Approve as presented.
- 6.3 **SOCCCD: Board Policy Revision: BP-4056: Classified Employees Participation in Decision Making, BP-5200: Student Health Services, BP-5500: Student News Media, BP-6160: Final Examinations**
Discussion/Approval
- 6.4 **SOCCCD: Board Policy Revision: BP-4000.5: Harassment and Discrimination Prevention and Complaints, BP-4001: Personal Use of Public Resources, BP-4010: Commitment to Diversity, BP-4021: Classified managers, BP-4072: Domestic Partners, BP-4209: Classified Management Personnel Reduction in Force Notification**
Accept for review and study
- 6.5 **SOCCCD: Academic Personnel Actions – Regular Items**
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Reorganization of Academic Administrator - Title Correction.
- 6.6 **SOCCCD: Classified Personnel Actions – Regular Items**
Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Reorganization of Classified Categorical Grant Funded Positions, Reclassification of Classified Categorical Grant Funded Positions, Change of Status, Out of Class Assignments, Additional Compensation, Resignation/Retirement/Conclusion of Employment, Volunteers.

7.0 REPORTS

- 7.1 **Saddleback College & 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: Retiree (OPEB) Trust Fund**
This report is for period ending May 31, 2012.
- 7.5 **SOCCCD: Quarterly Investment Report**
This report is for the quarter ending on June 30, 2012.
- 7.6 **SOCCCD: Quarterly Financial Status Report**
This report is as of June 30, 2012 for the FY 2011-2012

8.0 WRITTEN REPORTS

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

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

9.0 ADDITIONAL ITEMS

- 9.1 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**
Adopt resolution 12-30 (Exhibit A) authorizing payment to Trustee Prendergast who was absent from the July 30, 2012 Meeting of the Board of Trustees.

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

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College and Saddleback College: Role of the Academic Senate in Education Program Development

ACTION: Discussion and Information

BACKGROUND

In accordance with BP 2100.1 and BP 2100.2, the Academic Senate is an organization whose primary function is, as the representative of the faculty, to make recommendations to the administration of Saddleback College and Irvine Valley College and the governing board of the South Orange County Community College District with respect to academic and professional matters.

STATUS

Pursuant to Title 5 of the Administrative Code of California, Section 53200, the Academic Senate is a faculty organization whose primary function is to make recommendations with respect to academic and professional matters as it relates, in particular to the following areas:

1. Curriculum, including establishing prerequisites and places courses within disciplines;
2. Degree and certificate requirements
3. Grading policies;
4. Educational program development;
5. Standards or policies regarding student preparation and success;
6. District and college governance structures, as related to faculty roles;
7. Faculty roles and involvement in accreditation processes, including self-study and annual reports;
8. Policies for faculty professional development activities;
9. Processes for program review;
10. Processes for institutional planning and budget development;
11. Other academic and professional matters as mutually agreed upon.

Academic Senate Presidents Bob Cosgrove, Saddleback College and Kathy Shmeidler, Irvine Valley College, will review Title 5, items #4 and #5 which are directly related to the faculty's role in the Task Force on Student Success Recommendations. They will briefly outline the faculty's responsibilities regarding the Task Force Recommendations that will be covered at the next Board of Trustees meetings beginning in September.

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

Minutes from:

July 30, 2012 Regular Meeting of the Board of Trustees (Exhibit A)
is 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
July 30, 2012**

PRESENT

Members of the Board of Trustees:

Nancy M. Padberg, President
Marcia Milchiker, Clerk
Bill Jay, Member
David B. Lang, Member
Frank M. Meldau, Member
James R. Wright, Member

ABSENT

T.J. Prendergast, Vice President
Heather Park, Student Member
Debra Fitzsimons, Vice Chancellor, Business Services
Randy Peebles, Associate Vice Chancellor, Economic Development

Administrative Officers:

Gary Poertner, Chancellor
David Bugay, Vice Chancellor, Human Resources
Robert Bramucci, Vice Chancellor, Technology and Learning Services
Tod Burnett, President Saddleback College
Glenn Roquemore, President Irvine Valley College

CALL TO ORDER: 5:00 P.M.

1.0 PROCEDURAL MATTERS

1.1 Call to Order

1.2 Public Comments

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

RECESS TO CLOSED SESSION FOR DISCUSSION OF THE FOLLOWING:

- A. Conference with Labor Negotiators (GC Section 54957.6)
 - 1. California School Employees (CSEA)
 - a. Agency Designated Negotiator: David Bugay, Ph.D.
 - 2. Police Officers Association (POA)
 - a. Agency Designated Negotiator: David Bugay, Ph.D.
- B. Conference with Legal Counsel (GC Section 54956.9)(1)
 - 1. Existing Litigation (GC Section 54956.9[b]) (2 cases)
 - a. C.H. v. SOCCCD
 - b. City of Mission Viejo v. State of California

RECONVENE OPEN SESSION: 6:00 P.M.

2.0 PROCEDURAL MATTERS

2.1 Actions Taken in Closed Session

2.2 Invocation

Led by Trustee Nancy Padberg

2.3 Pledge of Allegiance

Led by Trustee Bill Jay

2.4 Resolutions/Commendations

Swearing In: Trustee James R. Wright

Resolutions – none

Commendations - Reports from Chancellor Gary Poertner, President Tod Burnett, President Glenn Roquemore.

2.5 Public Comments

*Members of the public may address the Board on any item on the agenda at this time or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at this time. **Speakers are limited to up to two minutes each.***

3.0 REPORTS

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

- A. Board Reports
- B. Chancellor's Report
- C. Board Request(s) for Reports

4.0 DISCUSSION ITEMS

4.1 SOCCCD: College Completion

Chancellor Gary Poertner, Saddleback College President Tod Burnett and Irvine Valley College President Glenn Roquemore will provide an overview of the College Completion Agenda and how the colleges are addressing the Student Success Task Force recommendations that are part of this agenda.

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.

Trustee Lang requested to pull items 5.3, 5.4, and 5.9. Trustee Milchiker requested to pull item 5.11. Item 5.15 was pulled and a roll call vote was taken.

On a motion made by Trustee Jay and seconded by Trustee Meldau, the balance of the consent calendar was unanimously approved on a 6-0 vote.

5.1 SOCCCD: Board of Trustees Meeting Minutes

Approve minutes of a Special and Regular Meeting held on June 25, 2012.

5.2 Irvine Valley College: 2012-13 Revision of Field Study Fees in Biology and Geology Field Studies Courses

Approve the revised field studies fee range for Biology and Geology field study courses in compliance with Education Code 70902.

5.3 Irvine Valley College: Life Sciences: Construction Management Services Agreement, Amendment No. 1

Approve amendment to the agreement with McCarthy Building Company, Inc. for an increased amount of \$490,000. The total revised contract amount is \$1,400,000.

It was noted that the signature page of the contract will be replaced with the corrected copy.

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

5.4 Irvine Valley College: Life Sciences: Division of the State Architect Inspector of Record Agreement, Amendment No. 1

Approve amendment to the agreement with Joyce Inspections for an increased amount of \$108,192. The total revised contract amount is \$396,336.

On a motion made by Trustee Lang and seconded by Trustee

Meldau, this item was approved on a 6-0 vote.

5.5 Irvine Valley College: Life Sciences: Labor Compliance Consultant Agreement, Amendment No. 1

Approve amendment to the agreement with Parsons Brinckerhoff for an increased amount of \$10,440. The total revised contract amount is \$49,685.

5.6 Irvine Valley College: Life Science Architectural Services: Amendment No. 4 for Increased Services

Approve amendment to the agreement with Dougherty and Dougherty for an increased amount of \$115,750. The total revised contract amount is \$1,225,010.

5.7 Irvine Valley College: Life Science Building: Change Order No. 6 and No. 7

Approve the change orders with Edge Development, Inc. for an increased amount of \$111,806.43. The total revised contract amount is \$11,544,220.77.

5.8 SOCCCD, Saddleback College, Irvine Valley College, and Advanced Technology and Education Park: Mission Statements

Approve revisions to the district and college mission statements.

5.9 Saddleback College: Grant Acceptance, Enrollment Growth and Retention Program

Accept the award renewal of \$169,487 from the Board of Governors California Community College Chancellor's Office for the Enrollment Growth and Retention Program.

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

5.10 Saddleback College: James B. Utt Memorial Learning Resource Center Renovation Project: Amendment No. 2 to Labor Compliance Agreement Scope of Work

Approve amendment to the agreement with Parsons Brinckerhoff for an increased amount of \$26,770. The total revised contract amount is \$80,145.

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

Authorize payment to Trustee Marcia Milchiker who was absent from the June 25, 2012 meeting of the Board of Trustees.

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

- 5.12 **SOCCCD: Contract with Nimble Consulting for Database Design Services**
Approve the agreement with Nimble Consulting in the amount of \$252,000.
- 5.13 **SOCCCD: Contract with Synergy Software Solutions for Software Development Services**
Approve the agreement with Synergy Software Solutions in the amount of \$167,328.
- 5.14 **SOCCCD: Authorization for District Institutional Memberships FY 2012-2013**
Approve the FY 2012-2013 memberships and estimated dues.
- 5.15 **SOCCCD: Adoption of Resolution No. 12-28: Authorizing Budget Transfers of Appropriations at Close of Fiscal Year 2011-2012**
Approve adoption of resolution authorizing the Orange County Department of Education to make the necessary year-end budget transfers required during year-end closing.
- On a motion made by Trustee Lang and seconded by Trustee Meldau, this item was unanimously approved on a roll call vote.
- 5.16 **SOCCCD: Purchase Order/Confirming Requisitions**
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P12-04538 through P12-04606 amounting to \$2,162,869.45 and P13-00205 through P13-00579 amounting to \$30,282,616.43. Approve confirming requisitions dated June 6, 2012 through July 10, 2012 totaling \$91,020.80.
- 5.17 **SOCCCD: Transfer of Budget Appropriations**
Ratify the transfer of budget appropriations as detailed in the exhibit.
- 5.18 **SOCCCD: Payment of Bills**
Approve check no. 159684 through 160889 processed through the Orange County Department of Education, totaling \$9,436,373.68; and check no. 010401 through 010442, processed through Saddleback College Community Education, totaling \$512,550.68; and check no. 009003 through 009013, processed through Irvine Valley College Community Education, totaling \$9,740.71.
- 5.19 **SOCCCD: Gifts to the District and Foundations**
Approve the acceptance of donations.
- 5.20 **SOCCCD: June/July 2012 Contracts**
Ratify contracts as listed.

6.0 GENERAL ACTION ITEMS

6.1 SOCCCD: Contract with Neudesic LLC for Software Development

Approve the agreement with Neudesic, LLC in the amount of \$1,300,000.

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

6.2 SOCCCD: Contracts with the Foundation for California Community Colleges and Blackboard

Approve agreements with Foundation for California Community Colleges and Blackboard in the total amount of \$1,123,795.15.

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

6.3 SOCCCD: Board Policy Revision: BP-104: Student Member of the Board of Trustees, BP-166: Health Benefits-Board Members, BP-170: Board Member Absence from the State, BP-3205: Insurance, BP-3300: Gifts, BP-3600: Disposition of District Property, BP-3605: Employee Travel Program, BP-4205: Disciplinary Action of Classified Personnel, BP-5520: Accreditation

Discussion/Approval

Trustee Lang requested BP-3300 be modified to include language that would evaluate costs associated with gifts the District accepts.

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

6.4 SOCCCD: Board Policy Revision: BP-4056: Classified Employees Participation in Decision Making, BP-5200: Student Health Services, BP-5500: Student News Media, BP-6160: Final Examinations

Accept for review and study.

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

6.5 Irvine Valley College: Management Reorganization

Approve the proposed Irvine Valley College management reorganization.

The proposed reorganization realigns workloads and managerial responsibilities of four deans in the instructional services division, as follows: 1) Dean, Online Education and Learning Resources; 2) Dean, Fine Arts and Business Sciences; 3) Dean, Liberal Arts; and, 4) Dean, Academic Programs. This proposed reorganization does not create any new positions and there is no fiscal impact.

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

6.6 SOCCCD: Academic Personnel Actions – Regular Items

Approve New Personnel Appointments, Reclassification of a Full-Time, Academic Faculty Position, Revision of a Temporary, Academic Contracted Administrator, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Extension of Administrative Assignment, Reorganization of Academic Administrator Positions, Change in Reporting Structure, Resignation/Retirement/Conclusion of Employment.

Administration recommended a correction to the last sentence on items H.1 through H.8 of Exhibit A to reflect corresponding item G instead of F.

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

6.7 SOCCCD: Classified Personnel Actions – Regular Items

Approve New Personnel Appointments, Authorization to Eliminate Classified Position and/or Position Numbers, Authorization to Establish and Announce a Classified Position, Reclassification of Classified Management Position, Reorganization of Classified Categorical Grant Funded Positions, Change of Status, Out of Class Assignments, Leave of Absence, Resignation/Retirement/Conclusion of Employment, Volunteers.

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

6.8 SOCCCD: Agreement for Special Services: Atkinson, Andelson, Loya, Ruud & Romo

Approve retainer agreement effective July 1, 2012 through June 30, 2013, with an amount not to exceed \$275,000.

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

7.0 REPORTS

7.1 Saddleback College & Irvine Valley College: Speakers

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

7.2 SOCCCD: CCCT Student Trustee Member Election 2012

Four student trustees have been nominated to run for the position of Student Trustee member on the CCCT Board.

7.3 SOCCCD: Basic Aid Report

Report on projected receipts and approved projects.

7.4 SOCCCD: Facilities Plan Status Report

7.4 SOCCCD: Facilities Plan Status Report

Status of current construction projects.

7.5 SOCCCD: Retiree (OPEB) Trust Fund

This report is for period ending May 31, 2012.

8.0 WRITTEN REPORTS

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

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

9.0 ADDITIONAL ITEMS

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

The meeting was adjourned at 7:29 p.m.


Gary L. Poertner, Secretary

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College: Golf Driving Range Services Amendment No. 2 to the Agreement

ACTION: Approval

BACKGROUND

On April 28, 2008, the Board of Trustees approved a three year agreement with Donovan Bros. Golf, Inc. for Golf Driving Range Management and Occupancy of District Property at Saddleback College and in 2011 approved the first of two one-year optional renewals.

The existing contract provides management services for a guaranteed management fee of \$6,000 per month and an incentive fee of four percent (4%) of all gross sales, not to exceed a combined total of \$12,000 per month. A pro forma income statement requested as part of the original proposal is attached for information (Exhibit B).

STATUS

Saddleback College recommends amending this agreement to accept the second option for one year renewal from July 1, 2012, to June 30, 2013. They also recommend a modification to the terms reducing the return on monthly gross sales of the operation of the athletic facility and the concession facility paid by the college to the vendor from four (4) percent to zero (0) percent.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the amendment to the agreement with Donovan Bros. Golf, Inc., EXHIBIT A, for a one year extension to their agreement from July 1, 2012 to June 30, 2013, and a modification to the terms reducing the return on monthly gross sales of the operation of the athletic facility and the concession facility paid by the college to the vendor from four (4) percent to zero (0) percent.

**AMENDMENT NO. 2
TO GOLF DRIVING RANGE MANAGEMENT AND
OCCUPANCY OF DISTRICT PROPERTY AGREEMENT
FOR SADDLEBACK COLLEGE**

August 27, 2012

THIS AMENDMENT shall modify the original agreement dated July 1, 2008, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT" and Donovan Bros. Golf, Inc., 1800 Carbon Canyon Road, Chino Hills, CA 91709 hereinafter referred to as "CONTRACTOR".

WHEREAS, Article III of the original agreement establishes that, after the original expiration date, there shall be an option for renewal, under the same terms and conditions, for two one-year periods; and

WHEREAS, Saddleback College wishes to renew the agreement for one year; and

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

WHEREAS, Article V, Payment, section B. of the original agreement establishes that four (4) percent of the monthly gross sales of the operation of the athletic facility and the concession facility; provided, however, that in no month shall the monthly amount payable to the CONTRACTOR under this subparagraph (B) exceed the amount payable to CONTRACTOR in subparagraph (A)

WHEREAS, CONTRACTOR agrees to accept zero percent of the monthly gross sales of the operation of the athletic facility as defined in Article V, Payment, section B.

NOW, THEREFORE, the parties agree to modify the original contract as follows;

1. Article III shall read:

The term of this agreement is hereby extended from July 1, 2012, to June 30, 2013, under the same terms and conditions as the original agreement.

2. Article V, B shall read:

Zero (0) percent of the monthly gross sales of the operation of the athletic facility and the Concession Facility shall be the monthly amount payable to the CONTRACTOR under this subparagraph (B).

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

“DISTRICT”

South Orange Community College District

“CONTRACTOR”

Donovan Bros. Golf, Inc.

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

By: _____
Contractor’s Signature

Printed Name

Title

Date: _____

Date: _____

Economic Assessment
Saddleback Driving Range
Operational Pro Forma

	Year 1	Year 2*	Year 3	Year 4*	Year 5
Driving Range Public	525,000.00	570,000.00	570,000.00	615,000.00	615,000.00
Driving Range Scholastic	25,000.00	30,000.00	30,000.00	35,000.00	35,000.00
Pro Shop	15,000.00	15,000.00	15,000.00	15,000.00	15,000.00
Food & Beverage	20,000.00	20,000.00	20,000.00	20,000.00	20,000.00
Lessons	33,000.00	36,000.00	36,000.00	39,000.00	39,000.00
	<u>618,000.00</u>	<u>671,000.00</u>	<u>671,000.00</u>	<u>724,000.00</u>	<u>724,000.00</u>
Cost of Sales					
Merchandise	12,000.00	12,000.00	12,000.00	12,000.00	12,000.00
Food\Beverage	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
	<u>25,000.00</u>	<u>25,000.00</u>	<u>25,000.00</u>	<u>25,000.00</u>	<u>25,000.00</u>
Gross Profit	593,000.00	646,000.00	646,000.00	699,000.00	699,000.00
Operation Expenses					
Payroll	260,000.00	273,000.00	273,000.00	286,650.00	286,650.00
Payroll Costs	24,700.00	25,935.00	25,935.00	27,231.75	27,231.75
Utilities	200.00	200.00	200.00	200.00	200.00
Repair & Maintenance	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
Seed, Soil & Fertilizer	14,000.00	14,500.00	15,000.00	15,500.00	16,000.00
Gas & Oil	4,000.00	4,200.00	4,400.00	4,600.00	4,800.00
** Range Balls	19,404.00	19,404.00	19,404.00	19,404.00	19,404.00
Telephone	3,800.00	3,800.00	3,800.00	3,800.00	3,800.00
Advertising/Promotion	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Lease/Rental	9,500.00	9,500.00	9,500.00	9,500.00	9,500.00
Gen Admin (Credit card fees)	7,500.00	7,500.00	7,500.00	7,500.00	7,500.00
Insurance	32,000.00	33,000.00	33,000.00	35,000.00	35,000.00
Mat Replacement	9,450.00	9,450.00	9,450.00	9,450.00	9,450.00
Other Expenses	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Misc. Equipment	13,000.00	13,000.00	13,000.00	13,000.00	13,000.00
	<u>416,054.00</u>	<u>431,989.00</u>	<u>432,689.00</u>	<u>450,335.75</u>	<u>451,035.75</u>
Total operating expenses	416,054.00	431,989.00	432,689.00	450,335.75	451,035.75
Net Operating Income	176,946.00	214,011.00	213,311.00	248,664.25	247,964.25
Management Fee 6000 month	72,000.00	72,000.00	72,000.00	72,000.00	72,000.00
Management 4% gross	24,720.00	26,840.00	26,840.00	28,960.00	28,960.00
	<u>96,720.00</u>	<u>98,840.00</u>	<u>98,840.00</u>	<u>100,960.00</u>	<u>100,960.00</u>
Net Cash Flow	80,226.00	115,171.00	114,471.00	147,704.25	147,004.25
Buckets of balls	Small	Medium	Large		
Mat Pricing	\$5.00	\$7.00	\$8.00		
Grass Pricing	\$7.00	\$9.00	\$10.00		
Current Price for student classes		\$4.00			
Community Education classes		\$5.00			

* Average raise in pricing \$1 across the board year 2 and 4
** Possible elimination with outside advertising

TO: Board of Trustees
FROM: Gary 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>
9/14/12 10:30am SM313	Sara Sheybani - Science Lecture Series	Dr. Vy Dong	Organic Synthesis	\$500.00 (ASG)
11/02/12 10:30 SM313	Sara Sheybani - Science Lecture Series	Dr. Susan K. Hansen	Kidney Failure and Dialysis	\$500.00 (ASG)

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>

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Life Science Architectural Services: Amendment No. 3 for Increased Services

ACTION: Approval

BACKGROUND

On November 17, 2008, the Board of Trustees approved hiring Dougherty and Dougherty Architects, LLP as architect for the Irvine Valley College Life Sciences project for a fee of \$1,080,310. The original agreement provided for additional services if these became necessary. Amendments for \$141,250 were previously approved for a total contract amount of \$1,221,560.

STATUS

The scope of architectural services has been increased to include modification to the plumbing design including a secondary line for non-potable water to the toilets. This will increase building sustainability.

Staff recommends an increase of \$3,450.

Funds for these services are available in the project budget which is \$17,410,000.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve amendment No. 3 in the amount of \$3,450, Exhibit A, with Dougherty and Dougherty for the Irvine Valley College Life Sciences building for a total fee of \$1,225,010.

**AMENDMENT NO. 3
TO ARCHITECTURAL SERVICES AGREEMENT
FOR LIFE SCIENCES PROJECT
AT IRVINE VALLEY COLLEGE**

August 27, 2012

THIS AMENDMENT shall modify the original agreement dated November 18, 2010, by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT," and Dougherty and Dougherty Architects LLP, 3194 Airport Loop Road, Costa Mesa, CA 92626-3405, hereinafter referred to as "ARCHITECT."

WHEREAS, Article III of the original agreement establishes that it may be amended in writing by mutual consent of both parties; and

WHEREAS, the scope of services has been increased to include 1) modification to the plumbing design to include a secondary line to the toilets for non-potable water;

WHEREAS, this additional scope requires increased services by the "ARCHITECT"; and

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

1. Article VIII, paragraphs 1 and 2, of the agreement shall be modified as follows: "The DISTRICT" shall compensate the "ARCHITECT" for additional services described in the original agreement and issued after the date of this amendment as follows:

FIXED FEE FOR SERVICES AS DESCRIBED HEREIN:

- | | |
|--|----------------|
| 1. Modify Plumbing design to include a secondary line to the toilets for non-potable water | \$3,450 |
| Total | \$3,450 |

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

"DISTRICT"

South Orange County Community College District

"CONSULTANT"

Dougherty and Dougherty Architects LLP

By: _____

Dr, Debra L. Fitzsimons

Title: Vice Chancellor, Business Services

By: _____

Title: _____

Date: _____

Date: _____

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Life Sciences: Geotechnical Consultant Agreement, Amendment No. 3

ACTION: Approval

BACKGROUND

The Board of Trustees has approved \$7,468,000 in basic aid for the Irvine Valley College Life Sciences building. On October 26, 2008, the Board of Trustees approved C.E.M. Lab Corp. to perform geotechnical and special inspection services which are currently underway for an original contract amount of \$176,625. On October 26, 2011, the Board approved a no cost change to align the inspection hourly rates with the prevailing wage rate requirements. On February 27, 2012, the Board approved additional inspection hours increasing the contract by \$57,927 for a new contract total of \$234,552.

STATUS

Original welding inspection estimates, based on a typical two story steel frame structure equaled 900 hours. The contractor initially understaffed the project and then defaulted to surety. The surety requested the project be permitted to progress though management and labor were below scheduled resources. This resource deficit resulted in a need for more welding inspection hours than previously estimated.

Staff has reviewed C.E.M. Lab Corp. request for a change to their contract (Exhibit A) for additional funding of \$65,850 and a new contract total of \$300,402 to meet these increased expenses and recommends Board approval. Staff will include these additional costs in takeover negotiations with the surety, with expectations to recover.

Funds are available within the approved project budgets which are \$7,468,000.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve Amendment No. 3 to the agreement (EXHIBIT A) with C.E.M. Lab Corp. for \$65,850 and a new contract total of \$300,402 to provide additional inspection services for the Life/Sciences building project at Irvine Valley College.

**AMENDMENT NO. 3
TO GEOTECHNICAL SERVICES AGREEMENT
FOR LIFE SCIENCES PROJECT
AT IRVINE VALLEY COLLEGE**

August 27, 2012

THIS AMENDMENT shall modify the original agreement dated October 27, 2009, by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT," and C.E.M. Lab Corp., Inc. hereinafter referred to as "CONSULTANT."

WHEREAS, Article IV of the original agreement establishes that the Board of Trustees must approve an amendment to this Agreement; and

WHEREAS, the original estimate for welding costs was based on a typical two story steel frame structure and construction schedule equaling 900 hours; and

WHEREAS, the contractor staffed the project with fewer personnel than is typical resulting in a need to extend the inspection schedule by an additional 910 hours;

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

1. Increase number of hours assigned to welding inspection by 500 hours at the contract rate of \$70/hour	\$65,850
Total	\$65,850

for a revised contract amount of $\$234,552 + \$65,850 = \$300,402$.

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

"DISTRICT"
South Orange County Community College District

"CONSULTANT"
C.E.M. Lab Corp., Inc.

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

By: _____
Sohail A. Binaei
Title: President

Date: _____

Date: _____

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Irvine Soccer Club (DBA: Strikers FC) License Agreement

ACTION: Approval

BACKGROUND

Irvine Soccer Club (DBA: Strikers FC), an Irvine based non-profit youth soccer organization desires use of parking lot #7 and the utility field, Monday – Friday 4:30pm – 9:30pm.

STATUS

The District has negotiated a five year agreement with Irvine Soccer Club (DBA: Strikers FC); as shown in Exhibit A. The college does not have any conflicting use for parking lot #7 or the utility field during the aforementioned days and hours for the foreseeable future. The agreement can be cancelled upon a 90 day notice. The agreement has been reviewed by counsel.

The total lease value over the five year period is \$116,150 income to the college.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement with Irvine Soccer Club (DBA: Strikers FC) in the amount of \$116,150 income to the college.

**LICENSE AGREEMENT BETWEEN
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AND
IRVINE SOCCER CLUB / DBA: STRIKERS FC
FOR THE USE OF UTILITY FIELD AND PARKING LOT**

THIS LICENSE AGREEMENT is approved and entered into as of this **1st day of September, 2012**, by and between **SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, 28000 Marguerite Parkway Mission Viejo, CA 92691-3635** (the “**Licensor**”) and **IRVINE SOCCER CLUB / DBA: STRIKERS FC, 5 Shearwater, Irvine, CA. 92604** (The “**Licensee**”).

RECITALS

- A. **Licensor** owns certain real property known as **IRVINE VALLEY COLLEGE** located at 5500 Irvine Center Drive, Irvine, California (“College Site”).
- B. Located upon the College Site is a grass field known as Utility Field (“Property”) and a gravel lot known as Parking Lot #7.
- C. **Licensee** is a non-profit youth soccer organization which will conduct soccer practices and scrimmages on the Property and will utilize Parking Lot #7 as a pickup and drop off area as well as short term parking.
- D. **Licensee** desires to utilize the Property and Parking Lot #7 during specific hours: 4:30pm – 9:30pm, Monday - Friday for soccer practice and scrimmages by **Licensee’s** members. (A depiction of the Property and Parking Lot #7 is attached here to as Exhibit “B”).
- E. The parties desire by this Agreement to provide for the terms and conditions for the use of the Property and Parking Lot #7 by the **Licensee**.

AGREEMENT

NOW, THEREFORE, the parties hereto for the consideration hereinafter expressed, covenant and agree as follows:

- A. **Section 1. Grant of License and Use of Property.** In consideration of the License Fee, **Licensor** grants a non-exclusive license to **Licensee** the use of Parking Lot #7 (pickup and drop off area as well as short term parking) and the use of the Property (Utility Field) located upon the “College Site” for soccer practice and scrimmages by **Licensee’s** members Monday - Friday between 4:30pm and 9:30pm as set forth in this Agreement (“License”). The use of the Property by **Licensee** (including **Licensee’s** employees, participants and guests) at any other time is prohibited without the express written permission from the **Licensor**.

Section 2. License Fee. Licensee agrees to pay **Licensors** the following license fees (“License Fee”) for the use of the Property.

Licensee shall pay the annual Property License Fee in advance in quarterly payments:

(a) **Property License Fee.**

9/1/12 – 8/31/13	First Year	\$ 20,000.00
9/1/13 – 8/31/14	Second Year:	\$ 20,600.00
9/1/14 – 8/31/15	Third Year:	\$ 21,200.00
9/1/15 – 8/31/16	Fourth Year:	\$ 21,850.00
9/1/16 – 8/31/17	Fifth Year:	\$ 22,500.00

Licensee shall pay the annual Parking Fee in advance in one (1) payment:

(b) **Parking Fee.** Licensee agrees to pay **Licensors** the following parking fees (“Parking Fee”) for the use of Parking Lot #7.

First Year	\$ 2,000.00
Second Year:	\$ 2,000.00
Third Year:	\$ 2,000.00
Fourth Year:	\$ 2,000.00
Fifth Year:	\$ 2,000.00

Section 3. Term. Subject to Section 6 of this Agreement, the License shall remain effective for five (5) years from the date of this Agreement. With the mutual agreement of both parties, the License may be renewed for one additional 5 year period. Renewal of the original Agreement shall, in part, be dependent upon agreement as to the amount of the license fee for the renewal periods. Notwithstanding the preceding, the License is subject to termination by either party upon 90 days written notice to the other party.

Section 4. Conditions to Use.

(a) **Maintenance of Property.** Licensee shall be responsible for and shall pay for any repairs or replacements of any character whatsoever which are occasioned or are made necessary by reason of the negligence or misuse of the Property (including Parking Lot #7) by **Licensee’s** participants or invitees. In the event that **Licensee** fails to maintain or repair the Property (including Parking Lot #7), **Licensors** may, at **Licensors’s** sole discretion, undertake any maintenance or repair of the Property (including Parking Lot #7) and **Licensee** shall reimburse **Licensors** for the costs of such repairs or maintenance within thirty (30) days of invoice by **Licensors**.

(b) **Portable Lighting Storage.** Licensee agrees to provide an adequate storage facility to house **Licensee’s** (4) portable, self-contained (gas powered generator) flood lights. **Licensors** agrees to find a suitable area to locate the storage facility within a 100 yard radius of the Property.

Licensee acknowledges **Licensor's** right to approve design specifications prior to the installation of storage facility.

(c) **Parking Permits.** **Licensor** agrees to provide **Licensee** with a mutually agreed number of permits on an annual basis for the length of the term of the lease.

(d) **Insurance.**

(i) **Public Liability and Property Damage.** **Licensee** agrees to maintain in full force and effect throughout the duration of the License a suitable policy or policies of public liability and property damage insurance, insuring against all bodily injury, property damage, personal injury, and other loss or liability caused by or connected with **Licensee's** use of Property (including Parking Lot #7) under this License. Such insurance shall be in amounts not less than \$1,000,000 per occurrence; \$3,000,000 for general aggregate and \$1,000,000 for property damage.

(ii) **Automobile Liability.** **Licensee** also agrees to maintain in full force and effect with regard to any **Licensee** owned vehicles which **Licensee** brings onto the Property a suitable policy or policies of automobile liability insurance with a combined single limit of \$1,000,000 per accident throughout the duration of the License.

(iii) **Worker's Compensation.** **Licensee** shall also maintain in full force and effect throughout the term of this License, Workers' Compensation insurance in accordance with the laws of California, and employers' liability insurance with a limit of not less than \$1,000,000 per occurrence.

(iv) **Notice: Additional Named Insureds.** All insurance required under this Agreement shall be issued as a primary policy and contain an endorsement requiring thirty (30) days written notice from the insurance company to both parties hereto before cancellation or change in coverage, scope or amount of any policy. **Licensor**, its directors, officers, agents, employees and consultants, shall be designated as additional named insureds.

(v) **Insurance Endorsements.** Concurrent with the execution of the License and prior to any use by **Licensee** of the Property, **Licensee** will provide **Licensor** with an endorsement(s) verifying such insurance and terms described herein.

(d) **Indemnification.** **Licensee** shall be responsible for, and **Licensor** shall not be answerable or accountable for any loss or expense by reason of any damage or injury to person or property, or both, arising out of the acts of **Licensee**, its agents, officers, employees, guests or invitees, or resulting from **Licensee's** activities on the Property (including Parking Lot #7) of from any cause whatsoever arising out of or in connection with this License or any other use or operations on the Property (including Parking Lot #7). **Licensee** shall indemnify and defend **Licensor**, its directors, officers, agents, employees, and invitees against and will hold and save them and each of them harmless from any and all actions, claims, liens, damages to persons or property, penalties, obligations or liabilities that may be asserted or claimed by any person, firm, association, entity, corporation, political subdivision, or other organization arising out of or in

connection with **Licensee's** activities on the Property (including Parking Lot #7), this License, and any other use of and operations on the Property (including Parking Lot #7) pursuant to this Agreement, whether or not there is concurrent passive negligence on the part of **Licensors**, its agents, employees or officers, but excluding such actions, claims, damages to persons or property, penalties, obligations or liabilities arising from the sole negligence or willful misconduct of **Licensors**, and in connection therewith:

- (i) **Actions Filed.** **Licensee** shall defend any action or actions filed in connection with any of said claims, liens, damages, penalties, obligations or liabilities and will pay all costs and expenses, including attorneys' fees incurred in connection therewith.
- (ii) **Judgments Rendered.** **Licensee** shall promptly pay any judgment rendered against **Licensee** or **Licensors** covering such claims, liens, damages, penalties, obligations and liabilities arising out of or in connection with such use of and operations on the Property referred to herein and agrees to save and hold **Licensors** harmless therefrom.
- (iii) **Costs and Expenses: Attorneys' Fees.** In the event **Licensors** is made a party to any action or proceeding filed or prosecuted against **Licensee** for such damages or other claims arising out of the use of and operation on the Property (including Parking Lot #7) referred to herein, **Licensee** agrees to pay **Licensors** any and all costs and expenses incurred by them in such action or proceeding together with reasonable attorney's and expert witness fees.

Licensee further agrees to indemnify, defend and hold harmless **Licensors**, its directors, officers and employees and each of them from any claim or cause of action arising out of or related to the legality or legal interpretation of this Agreement, including without limitation, **Licensors's** authority to enter into this Agreement and/or authority to grant **Licensee** this License.

The provisions of this section 4(d) shall survive the termination or expiration of this License.

Section 5. Compliance With Law. **Licensee** shall comply with all laws, ordinances, rules, and regulations applicable to the Property in Orange County, California, enacted or promulgated by any public or governmental authority or agency, including without limitation, **Licensors**, having jurisdiction over the Property.

Section 6. Revocation/Termination. Notwithstanding anything to the contrary in this Agreement whether express or implied, this License shall be revocable by **Licensors** upon 90 days written notice to the other party by **Licensors** if **Licensors** decides, in its sole discretion, that either (1) **Licensee's** use of the Property and Parking Lot #7 is inconsistent with **Licensors's** use of the College Site or (2) **Licensee's** use interferes with the educational programs, activities and parking considerations at the College Site.

Section 7. Substitution of Property / Parking Lot #7. In the event **Licensors** requires the use of the Property and / or Parking Lot #7 in part or whole, **Licensors** is not required to find a suitable substitute utility field or parking lot.

Section 8. Legal Interpretation of Instrument. The parties expressly understand and agree that this Agreement constitutes a non-exclusive license for use of the Property and Parking Lot #7, and therefore, **Licensor** has the right to utilize the Property at any time. This Agreement is not intended by the parties, nor shall it be legally construed to convey leasehold, easement, or other interest in real property. Should either party be compelled to institute arbitration, legal, or other proceedings against the other for or on account of the other party's failure or refusal to perform or fulfill any of the covenants or conditions of this License on its part to be performed or fulfilled, the parties agree that the rules and principles applicable to licenses shall govern such actions or proceedings. This License shall be governed by the laws of the State of California.

Section 9. Attorneys' Fees. If any legal action is necessary to enforce any of the terms or conditions of this License, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which it may be entitled.

Section 10. Entire Agreement: Amendment. This Agreement constitutes the entire understanding between the parties with respect to the subject matter hereof, superseding all negotiations, prior discussions and preliminary agreements made prior to the date hereof. This Agreement may not be changed except in writing executed by both parties.

Section 11. Notices. Any notice, request, information or other document to be given hereunder to any of the parties by any other parties shall be in writing and shall be deemed given and served upon delivery, if delivered personally or through facsimile, or three (3) days after mailing if sent by certified mail, postage prepaid, as follows:

If to Licensee: IRVINE SOCCER CLUB / DBA: STRIKERS FC

5 Shearwater
Irvine, CA 92604
Attention: Don Ebert

If to Licensor: SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

28000 Marguerite Parkway
Mission Viejo, CA 92691-3635
Attention: Executive Vice Chancellor of Administrative Business Services

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

Section 12. Civic Center Act. Both parties acknowledge that College Site including the Property, will be identified as a “Civic Center” pursuant to the Civic Center Act (Education Code Sections 82537 et. M.). Both Parties understand that other individuals and/or entities may utilize the College, including the Property, pursuant to the Civic Center Act.

Section 13. Official Representatives. The official representative for Licensor shall be the President of Irvine Valley College or his/her designees. The official representative for **Licensee** shall be the Administrator or his/her designee. Licensor’s copy of the contract will be located at Irvine Valley College in the administration office of Facilities and Management building M100.

Section 14. No Liens. **Licensee** shall keep the Property (including without limitation the Sidewalks) free and clear of all mechanic’s and materialmen’s liens, stop notices, lis pendens and other liens (collectively “Liens”) arising out of the entry and work performed under this Agreement. In the event that any claim or cause of action is filed as a result of any Liens, **Licensee** shall indemnify and defend **Licensor** with respect to such claims and/or causes of action.

Section 15. Employees/Independent Contractors. For purposes of this Agreement, all persons employed by **Licensee** in the performance of services and functions with respect to this Agreement shall be deemed employees of **Licensee** and no **Licensee** employee shall be considered as an employee of the **Licensor** under the jurisdiction of **Licensor**, nor shall such **Licensee** employees have any **Licensor** pension, civil service, or other status while an employee of the **Licensee**.

Licensee shall have no authority to contract on behalf of **Licensor**. It is expressly understood and agreed by both parties hereto that **Licensee**, while engaged in carrying out and comply with any terms of this Agreement, is not acting as an agent, officer, or employee of **Licensor**.

Section 16. Assignment. **Licensee** shall not assign in full or any part of this License.

Section 17. Nondiscrimination. In utilizing the License, **Licensee** shall not discriminate against any person on account of race, color, religion, sex, marital status, national origin, or ancestry.

Section 18. Exhibits. The following appendix which is attached hereto is incorporated herein and made a part of this License:

Exhibit B Location of Property

Section 19. Recitals. The Recitals are incorporated into this Agreement as though fully set forth herein.

IN WITNESS WHEREOF, the parties have entered into this License Agreement as of the day set forth above.

LICENSOR

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

By: _____

Name: _____

Title: _____

LICENSEE

IRVINE SOCCER CLUB / DBA: STRIKERS FC

By: _____

Name: _____

Title: _____

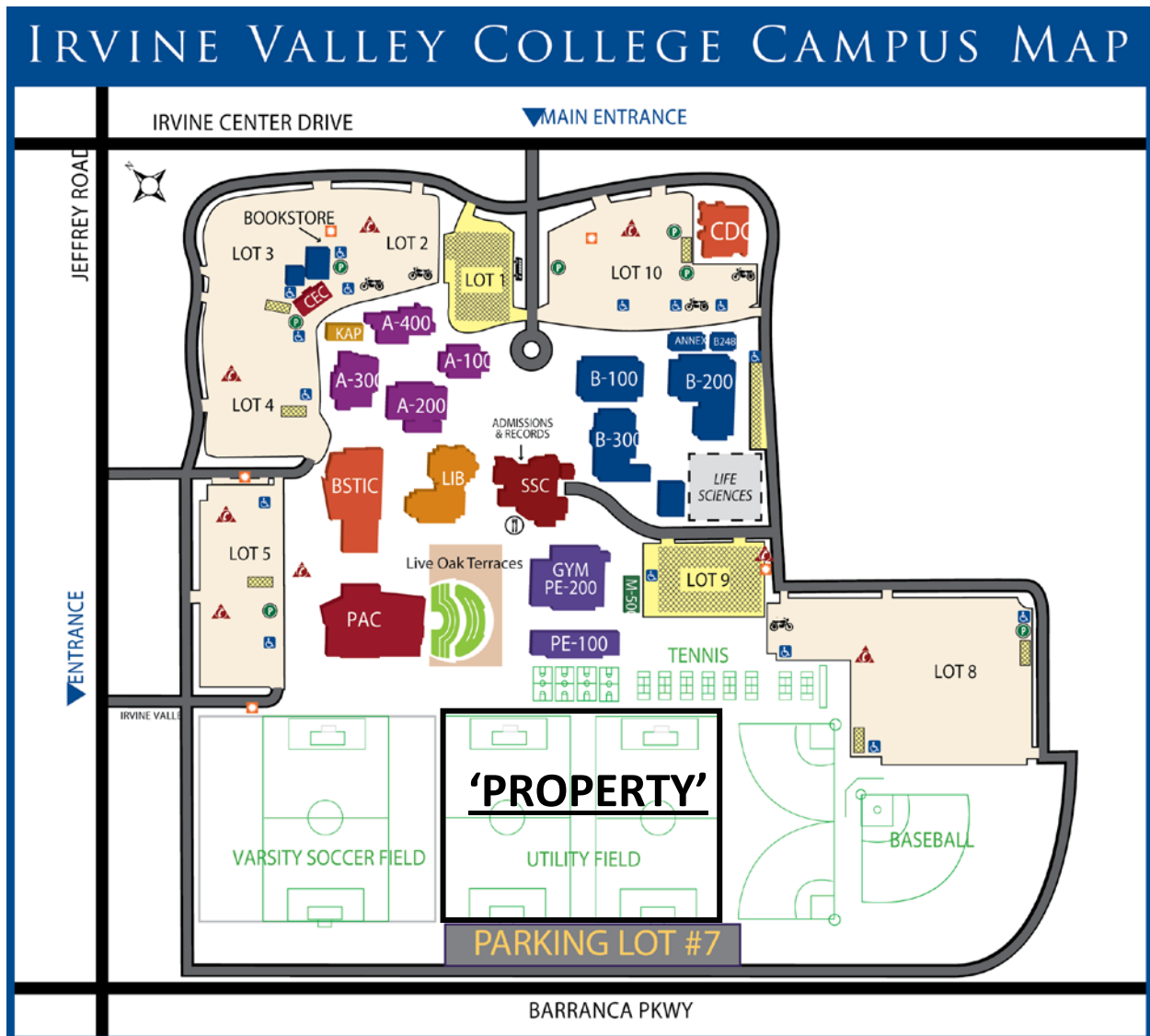
By: _____

Name: _____

Title: _____

EXHIBIT B

Location of Property and Parking Lot #7



TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Award of Bid: Janitorial Supplies
ACTION: Approval

BACKGROUND

Each year, South Orange County Community College District invites bids for the anticipated needs of janitorial supplies, which are purchased in bulk to secure volume discounts. All items are bid separately with each vendor permitted to bid on any and all items.

STATUS

On June 22, 2012, Bid No. 300D for Janitorial Supplies was sent to forty one (41) prospective vendors. Thirty two (32) vendors responded to the invitation for bids and their bids were opened July 19, 2012. Twenty one (21) vendors submitted low bids on specific items as shown on EXHIBIT A for a total amount of \$ 146,770.39, including sales tax. Irvine Valley College, Saddleback College and ATEP staff reviewed the bids and recommend award as indicated. Bid details are available in the District Purchasing Department.

Funds are budgeted in the colleges' general fund.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees award Bid No. 300D for Janitorial Supplies for FY 2012-2013 for a total amount of \$ 146,770.39, to the vendors listed on EXHIBIT A.

**BID NO. 300D
JANITORIAL SUPPLIES & EQUIPMENT
SOCCCD**

<u>VENDORS</u>	<u>PRODUCT</u>	<u>AMOUNT</u>
Gorm, Inc Ontario, CA	Urinal screen odorizer	\$ 80.00
American Chemical & Sanitary Supply Anaheim, CA	Feather Duster, Safety Devices, etc.	98.64
Unisan Products Los Angeles, CA	Dust masks	216.45
P & R Paper Supply Redlands, CA	Window cloth cleaners,	232.09
Pioneer Chemical Gardena, CA	Urinal Floor Mats, Razor blades, Floor Mats, etc	255.63
Blake's Janitorial Supplies Fullerton, CA	Cleaning supplies, dust cloths	328.85
Hillyard Los Angeles, CA	Cleaning supplies, etc.	300.60
Pyramid School Products Tampa, FL	Chalk, dry erasers, stripping shoe treads	368.04
Continental Chemical & Sanitary Anaheim, CA	Floor Mats, Safety Signage, etc.	561.69
Empire Cleaning Supplies Los Angeles, CA	Bleach, Razors blades, mats, air fresheners, etc.	676.41
Star Maintenance Supply San Gabriel, CA	Brooms, mop handles, toilet bowl mops, carpet cleaners, etc.	753.12
Supply Solutions Signal Hill, CA	Hand Soap, Toilet seat covers, vacuum bags, etc.	2,571.05
Maintex City of Industry, CA	Razor blades, gloves, plastic bottles, caddy bags,	2,928.14

	etc.	
Waxie Sanitary Supply Santa Ana, CA	Seat Covers, Paper Dispensers, Hand Soap, Cleaner, etc.	3,028.83
Rancho Janitorial Supply Fontana, CA	Spray bottles, seat covers, cleaning cloths, buckets, etc.	3,554.51
Clean Source Commerce, CA	Sponges, Putty Knife,	6,564.75
Interboro Packaging Corp. Montgomery, NY	Can liners	6,681.58
Champion Chemical Co. Whittier, CA	Floor Sealer, Lime disinfectant, Glass Cleaner	8,574.48
Kathco Products Commerce, CA	Gloves	9,883.69
Unisource Worldwide, Inc. La Palma, CA	Cleaning supplies, paper goods and trash liners, etc.	40,395.35
Gale Supply Co. Los Angeles, CA	Latex gloves, Brooms, Board Cleaners, etc.	58,716.49
GRAND TOTAL		<hr/> \$ 146,770.39

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Contract with Crescent Solutions for Software Development Services

ACTION: Approval

BACKGROUND

To support software projects for Fiscal Year 2012-13, the District is in need of expertise in the area of software development. Crescent Solutions provides these services and is familiar with District IT's development efforts, particularly the Student Information System (SIS).

STATUS

District IT is proposing that Crescent Solutions assist by providing software development services for enhancements to SIS. The list of enhancement requests is prioritized by the colleges and will be performed in collaboration with the appropriate college staff.

The professional fees for these services will be based on time spent at a rate of \$54 per hour in an amount not to exceed \$108,864 (Exhibit A).

Funding for these software development services is provided by the basic aid allocation presented at the May 2012 board meeting and approved at the June 2012 board meeting.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement with Crescent Solutions, Exhibit A, for a total amount not to exceed \$108,864.

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made and entered into this 27th day of August, 2012 between: Requisition No. RQ13-01454
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664

hereinafter called DISTRICT, and

(Name of Contractor): Crescent Solutions
(Street Address): 17871 Mitchell Ave., Suite 100
(City, State, Zip Code): Irvine, CA 92614
(Telephone #): 949-724-0304

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 09/01/2012 to 06/30/2013 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:

Perform software development tasks in support of enhancements to SIS, including off-hours support and deployment tasks. Participate in design teams for ongoing FY2012/13 projects.

2. The DISTRICT shall pay the CONTRACTOR \$54.00 per hour, not to exceed \$108,864. The DISTRICT will pay expenses in the amount of \$0.00. The total contract amount is \$108,864 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors Jim Gaston or Jim Phaneuf, 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: _____

By: Dr. Debra L. Fitzsimons

Title: _____

Title: Vice Chancellor, Business Services

Date: _____

Date: _____

Contact Person: Jeff Sarubbi, 949-724-0304

District Contact Person: Jim Gaston, 949-582-4336

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Contract with eNamix for Quality Assurance Services

ACTION: Approval

BACKGROUND

To support new software projects for Fiscal Year 2012-13, the District is in need of expertise in the area of quality assurance (QA). The QA process is responsible for the testing and verification of new software development. eNamix provides these services and is familiar with District IT's development efforts, particularly the Sherpa project.

STATUS

District IT is proposing that eNamix assist by providing quality assurance (QA) services in support of the Sherpa, MAP Upgrade and Awards Management projects.

The professional fees for these services will be based on time spent at a rate of \$73 per hour in an amount not to exceed \$147,168 (Exhibit A).

Funding for these software development services is provided by the basic aid allocation presented at the May 2012 board meeting and approved at the June 2012 board meeting.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the agreement with eNamix, Exhibit A, for an amount not to exceed \$147,168.

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

INDEPENDENT CONTRACTOR AGREEMENT

This Agreement is made and entered into this 27th day of August, 2012 between: Requisition No. RQ13-01453
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, California 92692-3635
Telephone (949) 582-4664

hereinafter called DISTRICT, and

(Name of Contractor): eNamix, Inc.
(Street Address): 220 Technology Drive, Suite 110
(City, State, Zip Code): Irvine, CA 92618
(Telephone #): 949-502-4210

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 09/01/2012 to 06/30/2013 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:

Quality assurance (QA) services in support of the Sherpa, MAP Upgrade and Awards Mgmt projects, including participation in design teams and working with the user community as needed to deliver projects on time and of high quality. QA services on other SIS projects as needed.

2. The DISTRICT shall pay the CONTRACTOR \$73.00 per hour, not to exceed \$147,168. The DISTRICT will pay expenses in the amount of \$0.00. The total contract amount is \$147,168 (including expenses). Upon completion of the services provided for hereof and upon a signed invoice acceptable to the DISTRICT and approved by IT Directors Jim Gaston or Jim Phaneuf, 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:

By: Dr. Debra L. Fitzsimons

Title:

Title: Vice Chancellor, Business Services

Date:

Date:

Contact Person: John Jeltema, 949-502-4210

District Contact Person: Jim Gaston, 949-582-4336

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 P12-04607 through P12-04608 amounting to \$35,771.82 and P13-00580 through P13-01136 amounting to \$4,859,000.28 are submitted to the Board of Trustees for approval. Confirming requisitions dated July 11, 2012 through August 7, 2012 totaling \$41,301.92 are also submitted.

RECOMMENDATION

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

Includes P12-04607 - P12-04608

PO Number	Vendor Name	Site	Description	Account Amount
P12-04607	HELLFISH FAMILY, INC.	Bldg W/Com Arts	Shirts and printing for recruitment	564.82
P12-04608	SPORTS FIELD INSTALLATION		Re-grade and resod of east practice field	35,207.00
			Total	2 35,771.82

Fund Summary

Fund	Description	PO Count	Amount
01	General Fund	2	35,771.82

PO Changes

	<u>New PO Amount</u>	<u>Change Amount</u>
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Total PO Changes

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 P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-00580	PHOENIX BUSINESS MACHINES, INC	.	2012-2013 Maintenance for Financial Aid Copier	1,400.00
P13-00581	PHOENIX BUSINESS MACHINES, INC	.	2012-2013 Maintenance for EOPS Copier	700.00
P13-00582	GRESHAM SAVAGE NOLAN & TILDEN ATTORNEYS AT LAW		Professional Legal and Investigative Services	7,000.00
P13-00583	KRISTEN BUSH		Consulting Services: Web Development & Maint.	24,000.00
P13-00584	SAFEWAY, INC. C/O PAVILIONS, STORE #210		2012-2013 Nutritional Supplies	6,130.00
P13-00585	SMART & FINAL IRIS CO.		2012-2013 Nutritional Supplies for SC CDC	5,500.00
P13-00586	GUEST ARTISTS		Expenses for Shangri-la Acrobats Event 11/18/12	10,600.00
P13-00587	NORTH STATE ENVIRONMENTAL		Removal of hazardous waste bid 297D	80,000.00
P13-00588	PRZ SEMINARS INT'L SPORTS TURF CONSULTING		Athletic field site assessment services	4,000.00
P13-00589	HOME DEPOT MISSION VIEJO STORE #614	Bldg W/Com Arts	2012-2013 Cinema Dept. Supplies	300.00
P13-00590	SMART & FINAL IRIS CO.		2012-2013 items for the biology program	550.00
P13-00591	GEORGE PATTON ASSOCIATES INC.	.	ATEP sign holders	237.63
P13-00592	CONTRACT PAPER GROUP, INC.	SC WAREHOUSE	Replenish stores 10017 white copy paper	44,223.20
P13-00593	DONALD L. EISENTRAUT	.	Sound Technician Services	1,480.00
P13-00594	EDWARD EIEN	.	Lead Stage Crew Services	1,570.00
P13-00595	CHRONICLE OF HIGHER EDUCATION BULLETIN BOARD		2012-2013 Subscription to Chronicle of Higher Ed	82.50
P13-00596	SIGN A RAMA		Signs SC Campus Police	601.51
P13-00597	JRS PRESENTATIONS, INC.		An Evening of M*A*S*H*	9,100.00
P13-00598	PACKEDWAREHOUSE.COM		Hanging Files for Vice Chancellor's Office	65.13
P13-00599	WIRED PLANET		2012-2013 District Website Maintenance	10,000.00
P13-00600	SHEILA FORSBERG		Consulting Services for Human Resources	25,000.00
P13-00601	MARLYS GRODT		Consulting Services for Human Resources	10,000.00
P13-00602	LIEBERT CASSIDY WHITMORE		Employment Relations Consortium	2,500.00
P13-00603	CAREERBUILDER, LLC		Advertising Services	8,888.00
P13-00604	HITT MARKING DEVICES, INC.		District Copy Stamp	34.83
P13-00605	ORANGE CO. BUSINESS JOURNAL		2012-2013 Subscription Renewal	79.00
P13-00606	PRAXAIR		2012-2013 Maintenance: Nitrogen Cylinders	100.00
P13-00607	ARCHITECTURAL DIGEST EXEC. & PROFESSIONAL SVCS.		Dept. Resource magazine subscription	39.95
P13-00608	DWELL		Dept. Resource magazine	14.95

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 P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-00609	ELLE DECOR ATTN: INTERIOR DESIGN		Dept. Resource	14.95
P13-00610	HOUSE BEAUTIFUL		Dept. Resource magazine subscription	15.97
P13-00611	INTERIOR DESIGN		Dept. Resource	35.00
P13-00612	PRAXAIR		2012-2013 Emergency instructional welding supplies	600.00
P13-00613	VERANDA c/o HEARST MAGAZINE		Dept. Resource magazine subscription	24.00
P13-00614	CCLC/CCCAA ATTN: FISCAL SERVICES		CCCAA Directory	29.44
P13-00615	CHEVRON AND TEXACO BUSINESS CARD SERVICES		FY 2012-2013 Use of Gasoline by Various Dpts.	15,930.00
P13-00616	GRACE TRAINING SUPPLY		Supplies for Nursing	20,582.70
P13-00617	CAL PRO SPORTS		Baseballs for baseball team	2,908.60
P13-00618	COMPUTERLAND OF SILICON VALLEY		2012-2013 Software Renewal	1,250.00
P13-00619	CINTAS CORPORATION		2012-2013 Shredding service for IVC bins	4,320.00
P13-00620	ALLIED REFRIGERATION, INC.		2012-2013 Parts and Supplies	1,500.00
P13-00621	EAGLE COMMUNICATIONS		2012-2013 Radio Supplies for Crew	500.00
P13-00622	EBERHARD EQUIPMENT		2012-2013 Parts and Supplies	3,000.00
P13-00623	ECONOMIC ALTERNATIVES, INC.		2012-2013 Annual Maintenance: Water Treatment	4,300.00
P13-00624	EWING IRRIGATION PRODUCTS		2012-2013 Irrigation Supplies	4,000.00
P13-00625	HOME DEPOT EAST IRVINE STORE #8525		2012-2013 Grounds Supplies	1,500.00
P13-00626	HOME DEPOT EAST IRVINE STORE #8525		2012-2013 Building Maintenance Supplies	3,500.00
P13-00627	JOHNSTONE SUPPLY		2012-2013 Parts	500.00
P13-00628	AMTECH RELIABLE ELEVATOR CO.		Elevator & lift maintenance services	21,294.37
P13-00629	SUSAN M. COLEMAN DBA EDUCATION 4 WORK		Blanket PO for Grant related SVCS	45,000.00
P13-00630	SEHI PROCOMP COMPUTER PRODUCTS		Toner for Photography Dept.	121.91
P13-00632	XEROX CORPORATION		Copier for Chancellor's Office	23,000.00
P13-00633	STATE OF CALIFORNIA/PARKS AND RECREATION		Facility Fee for Volleyball Class	475.00
P13-00634	XEROX CORPORATION	SC WAREHOUSE	2012-2013 District Warehouse Copier Maintenance	166.80
P13-00635	SADDLEBACK GOLF CARS, INC.		2012-2013 Supplies	750.00
P13-00636	POWER FORD TUSTIN		2012-2013 Supplies	3,000.00
P13-00637	PETE'S ROAD SERVICE SANTA ANA		2012-2013 Equipment Repairs	3,000.00
P13-00638	PARKWAY LAWNMOWER SHOP		2012-2013 Parts and Supplies	1,500.00
P13-00639	DUNN-EDWARDS CORPORATION		2012-2013 Paint Supplies	1,500.00
P13-00640	DM COLOR EXPRESS, INC.		2012-2013 Grounds Supplies	1,000.00
P13-00641	ARC AMER. REPROGRAPHICS CO.		2012-2013 Printing Service	300.00
P13-00642	AAA ELECTRIC MOTOR SALES		2012-2013 Parts and Supplies	1,000.00

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 P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-00643	ARROWHEAD/NESTLE ATTN: TERRIS BARRON		2012-2013 Distilled Water for Radiators	300.00
P13-00644	CLARK SECURITY PRODUCTS		2012-2013 Lock/Door Supplies	1,000.00
P13-00645	CONSUMER REPORTS		Magazine subscription	26.00
P13-00646	SHOPSMART		Magazine subscription	22.95
P13-00647	NUTRITION ACTION HEALTHLETTER		Magazine subscription	10.00
P13-00648	NUTRITION PERSPECTIVES DEPARTMENT OF NUTRITION		Magazine subscription	20.00
P13-00649	COOKING LIGHT		Magazine subscription	19.80
P13-00650	FINE COOKING		Magazine subscription	29.95
P13-00651	VEGETARIAN TIMES		Magazine subscription	19.95
P13-00652	BON APPETIT		Magazine subscription	18.00
P13-00653	LA CUCINA ITALIANA		Magazine subscription	19.97
P13-00654	THE FOOD MAGAZINE		Magazine subscription	12.00
P13-00655	COOK'S ILLUSTRATED AMERICA'S TEST KITCHEN		Magazine subscription	28.95
P13-00656	SAVEUR		Magazine subscription	19.95
P13-00657	NATION'S RESTAURANT NEWS		Magazine subscription	29.95
P13-00658	ART CULINAIRE		Magazine subscription	68.00
P13-00659	PENN CORPORATE RELOCATION SERVICES, INC.		Library 3rd floor shelving adjustment	2,706.00
P13-00660	ASSESSMENT TECHNOLOGIES INSTITUTE, LLC		ATI materials for nursing	3,636.00
P13-00661	MEDCO SUPPLY COMPANY		Athletic training supplies tape	2,724.71
P13-00662	XEROX CORPORATION		Copier for Chancellor's Office	4,200.00
P13-00663	STUDICA, INC.	.	AutoCAD Upgrade to Education Master Suite	10,038.00
P13-00664	STUDICA, INC.	.	Annual Upgrade to Perm. Education Master Suite	14,356.00
P13-00665	DANA POINT MARINA INN		RapidTech 2012 Summer Workshop	17,500.00
P13-00666	MC FADDEN-DALE INDUSTRIAL		2012-2013 Vehicle Supplies	250.00
P13-00667	PROGRESSIVE BUSINESS PUBLICATIONS, INC.	.	2012-2013 Renewal Higher Education Legal Alert	195.00
P13-00668	YALE CHASE MATERIALS HANDLING		2012-2013 Supplies	1,000.00
P13-00669	HOME DEPOT MISSION VIEJO STORE #614		2012-2013 Supplies for PE & Athletic Dept.	3,500.00
P13-00670	PHOENIX BUSINESS MACHINES, INC	.	Annual Maintenance for Counseling Copier	1,000.00
P13-00671	PHOENIX BUSINESS MACHINES, INC	.	Annual Maintenance for A300 Copier	500.00
P13-00672	i3 SOLUTIONS		Project Mgmt Consulting Services	50,400.00
P13-00673	PACIFIC PARKING SYSTEMS, INC.		Annual Maintenance: Parking ticketing machines	5,820.00
P13-00674	WELLS FARGO #1598	.	Praxis Pass 5 Languages in 1 Subscription Renewal	796.80
P13-00675	AMERICAN VOLLEYBALL COACHES ASSOCIATION		AVCA Membership for IVC Volleyball head coach	155.00
P13-00676	SHERATON CERRITOS HOTEL	.	Prof. Dev. Activity for Student Success	7,100.97

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 P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-00677	INNOVATIVE EDUCATORS		Webinar - July 31, 2012	345.00
P13-00678	MELISSA DATA CORPORATION		Data Quality WebSmart renewal	5,490.00
P13-00679	D.B.A. MAILERS SOFTWARE GUIDANCE SOFTWARE		Computer Forensics License Renewal	640.88
P13-00680	CATHERINE BERES		Make-up supplies for "Jungle Book"	250.00
P13-00681	GUEST ARTISTS		Mpls. Guita Quartet Performance	4,450.00
P13-00682	NEWPORT COMPUTER SOLUTIONS, INC		IBM post-warranty hardware maintenance	25,367.10
P13-00683	VERIZON WIRELESS		VERIZON Wireless WiFi (MIFI)	6,300.00
P13-00684	GOVERNMENT ACCOUNTS CALIFORNIA STAGE/LIGHTING, INC		Service Supplies for SCLO	331.00
P13-00685	TELEMANAGEMENT TECHNOLOGIES INC.		WinCall Call Accting software renewal	5,372.00
P13-00686	SMART LEVELS MEDIA		Contract Printing	20,000.00
P13-00687	SOUTHERN CALIFORNIA EDISON CO.		License Agrmnt w/ SoCal Edison	1,000.00
P13-00688	IRVINE HIGH SCHOOL BASEBALL PROGRAM		Renewing IVC's banner for Irvine HS Football	250.00
P13-00689	COAST FITNESS REPAIR SHOP		Athletic Equipment Maintenance	2,400.00
P13-00690	BUTTERICK/MCCALL/VOGUE PATTERN COMPANY		Catalog Subscription	346.00
P13-00691	VOGUE PATTERNS		Magazine Subscription	24.61
P13-00692	THREADS		Magazine Subscription	32.95
P13-00693	SEW BEAUTIFUL		Magazine Subscription	18.00
P13-00694	SEW NEWS		Magazine Subscription	23.98
P13-00695	DESIGNS IN MACHINE EMBROIDERY		Magazine Subscription	29.97
P13-00696	CREATIVE MACHINE EMBROIDERY SUBSCRIPTION DEPARTMENT		Magazine Subscription	22.95
P13-00697	REFFPAY, LLC		REFFPAY - Athletic Team Officials Fees	36,000.00
P13-00698	MEALS, LODGING, ENTRY FEES & BANQUETS		Athletic Team Officials Fees	16,000.00
P13-00699	MEALS, LODGING, ENTRY FEES & BANQUETS		Athletic Team Entry Fees	17,000.00
P13-00700	MEALS, LODGING, ENTRY FEES & BANQUETS		Athletic Game Workers 2012/2013	8,500.00
P13-00701	XEROX CORPORATION		Xerox Maint Agreement	513.32
P13-00702	XEROX CORPORATION ATTN: ARDIE HOOD		Xerox leasing & maintenance services	400.00
P13-00703	DirecTV		DirectTV Service for Lifetime Fitness Center c/y	1,300.00
P13-00704	EXPERIAN ACCOUNTING, C/O DAVE		Credit registration service	924.00
P13-00705	CDW-G COMPUTER CENTERS		MindManager for Mac	102.55
P13-00706	SHELL FLEET CARD SERVICES		FY 2012-2013 Gasoline	41,300.00
P13-00707	AMERICAN CORPORATE SERVICES		Supplies for medical assisting	172.40

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 P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-00708	XAP CORPORATION ATTN: ALLY GIGGANS		CCCApply & Bog Fee Waiver Renewal for Colleges	27,978.00
P13-00709	ROGER DUNN GOLF SHOPS		W Golf F'12 rangefinders	377.13
P13-00710	IRVINE PIPE & SUPPLY		2012-2013 Parts and Supplies	2,500.00
P13-00711	TURNER SIGNS & GRAPHICS		Remove Directory & Demo and Remove Monument Sign	4,800.00
P13-00712	STUDICA, INC.		Maya Software for Computer Lab	24,810.00
P13-00713	TECTA AMERICA SOUTHERN CALIFORNIA, INC.		Replace vil-3 roof	63,860.00
P13-00714	QUEST DIAGNOSTICS		2012-2013 Lab Test Services	8,500.00
P13-00715	IBM		2012-13 SPSS R&P Software Maint/Support Renewal	2,047.00
P13-00716	TRADITIONAL HOME		Dept. Resource	14.97
P13-00717	SIGNATURE CELEBRATIONS		Balloons for SC Bridge Dedication	310.32
P13-00718	SEHI PROCOMP COMPUTER PRODUCTS		Toner for HP Printer	414.82
P13-00719	VILIS SYSTEMS		SPS Battery	568.67
P13-00720	INTERSTATE BATTERIES OF CALIFORNIA COAST		2012-2013 Battery Supplies	3,000.00
P13-00721	COMMUNITY COLLEGE WEEK		Subscription for 2012-13 Cmnty College Week	52.00
P13-00722	McKESSON GENERAL MEDICAL CORP	SC Science	2012-2013 Medical Supplies	30,000.00
P13-00723	WALTERS WHOLESALE ELECTRIC		2012-2013 Electrical Supplies	2,000.00
P13-00724	MC FADDEN-DALE INDUSTRIAL		2012-2013 Vehicle Parts	250.00
P13-00725	ORANGE CO. FARM SUPPLY		2012-2013 Grounds Supplies	1,000.00
P13-00726	SUNNY SLOPE TREES		2012-2013 Trees/Shrubs	1,500.00
P13-00727	WAXIE SANITARY SUPPLY		2012-2013 Custodial Supplies	1,000.00
P13-00728	GALE SUPPLY COMPANY		2012-2013 Custodial Supplies	1,000.00
P13-00729	JACKSTIN JACKSON KELLY		Website templates/pages, revise and update	21,900.00
P13-00730	WATER TECH AG SUPPLY		Grounds annual seed supplies	13,878.20
P13-00731	WEST THOMSON REUTERS		Westlaw Online Access for Research	4,939.68
P13-00732	J & J SUPPLY INC		Athletic training room supplies 12/13	263.25
P13-00733	MEDCO SUPPLY COMPANY		Athletic training supplies tape	9,551.14
P13-00734	ARAMARK/CSUF GASTRONOME		Bridge 2 Engineering/lunch	1,018.24
P13-00735	GENERAL BINDING CORP. TELECENTER		Annual Maintenance: CDC Laminator	764.16
P13-00736	QUEZADA PRO LANDSCAPE, INC.		Weed abatement at east softball practice field	1,540.00
P13-00737	ORKIN EXTERMINATING, INC. ACURID		PE-400 ceiling tile cleaning	2,400.00
P13-00738	THE DATA WAREHOUSING INSTITUTE ATTN: MEMBERSHIP (TDWI)		2012-2013 Membership Renewal	1,200.00
P13-00739	WOMEN'S WEAR DAILY		Magazine Subscription	277.10
P13-00740	CALIFORNIA APPAREL NEWS SUBSCRIPTION DEPT		Magazine Subscription	59.95
P13-00741	TEEN VOGUE		Magazine Subscription	10.00

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 P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-00742	SEVENTEEN HEARST MAGAZINES DIVISION		Magazine Subscription	10.00
P13-00743	MARIE CLAIRE		Magazine Subscription	10.00
P13-00744	ELLE MAGAZINE		Magazine Subscription	8.00
P13-00745	COSMOPOLITAN		Magazine Subscription	24.97
P13-00746	HARPER'S BAZAAR		Magazine Subscription	12.00
P13-00747	VOGUE		Magazine Subscription	19.97
P13-00748	ALLURE		Magazine Subscription	13.97
P13-00749	INSTYLE		Magazine Subscription	29.77
P13-00750	W MAGAZINE SUBSCRIPTION SERVICES		Magazine Subscription	10.00
P13-00751	GLAMOUR		Magazine Subscription	16.00
P13-00752	LUCKY		Magazine Subscription	17.97
P13-00753	SELF		Magazine Subscription	14.97
P13-00754	NYLON MAGAZINE NYLON HOLDING INC.		Magazine Subscription	14.95
P13-00755	SURFACE		Magazine Subscription	19.95
P13-00756	BRANT PUBLICATIONS dba: INTERVIEW MAGAZINE		Magazine Subscription	19.97
P13-00757	VM+SD		Magazine Subscription	42.00
P13-00758	BOB PARRETT CONSTRUCTION		Repair TAS facia board	1,884.00
P13-00759	FAIRCHILD PUBLISHING dba: DETAILS		Magazine Subscription	12.00
P13-00760	GQ		Magazine Subscription	23.97
P13-00761	CONDE NAST PUBLICATIONS		Magazine Subscription	99.00
P13-00762	WATER TECH AG SUPPLY		Grounds annual seed supplies	788.93
P13-00763	LEE ARMSTRONG CO., INC.		Replace pe-409 flooring	875.00
P13-00764	UNITED BEHAVIORAL HEALTH U.S. BEHAVIORAL HEALTH PLAN		U.S. Behavioral FY 2012-2013	40,162.51
P13-00765	RICOH USA, INC.		2012-2013 Service for EX125 Printer	17,500.00
P13-00766	UNISOURCE CORPORATION FACILITIES SUPPLY		Biology can liners	68.02
P13-00767	CHAU HONG		FKCE Translator	60.00
P13-00768	THOMSON WEST ATTN: MICHAEL LOONAN		Westlaw and ProDoc	1,637.63
P13-00769	LINCOLN EQUIPMENT, INC.		Replacement of CO2 tank at pool	5,555.98
P13-00770	HIGHER ONE INC.		Higher One Inc.	8,000.00
P13-00771	ROYAL PLYWOOD CO., LLC		Lumber supplies for FY 12-13 academic shows	3,000.00
P13-00772	DIANE LEWIS		Costume supplies for FY12-13 season	6,000.00
P13-00773	CALIFORNIA STAGE/LIGHTING, INC		Supplies for FY 12-13 academic season	3,000.00
P13-00774	INDUSTRIAL METAL SUPPLY CO.		Supplies for FY12-13 academic season	2,000.00
P13-00775	DHARMA TRADING CO.		Costume supplies for FY12-13 theatre season	300.00
P13-00776	PRAXAIR		Welding supplies for FY12-13 season	400.00

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PO Number	Vendor Name	Site	Description	Account Amount
P13-00777	JACK RUBIN & SONS		Supplies for FY12-13 theatre season	1,000.00
P13-00778	ENTERTAINMENT DIVISION INTERCOLLEGIATE TENNIS ASSOC. ATTENTION:MEMBERSHIP		ITA Membership/IVC M.Tennis	330.00
P13-00779	McMASTER CARR SUPPLY COMPANY		Supplies for FY 12-13 theatre arts season	400.00
P13-00780	MKH ELECTRONICS		Equipment Servicing	150.00
P13-00781	TIM SWISS		Lighting and audio supplies for FY12-13 season	250.00
P13-00782	DELTA BIOLOGICALS		Cats for Blo. 11 - Anatomy	2,392.05
P13-00783	CALIFORNIA STAGE/LIGHTING, INC		Rentals for FY12-13 theatre arts season	500.00
P13-00784	GUEST ARTISTS		Labor for "Children of Eden" summer conservatory	3,640.00
P13-00785	THEATRE HOUSE, INC.		Costuming supplies 12-13 theatre arts season	400.00
P13-00786	GUEST ARTISTS		Musicians and tech services for "Spring Awakening"	6,112.00
P13-00787	GUEST ARTISTS		Musicians and tech labor for "Legally Blonde"	9,082.00
P13-00788	SALLIE MILLER		Trainer FKCE	515.00
P13-00789	PACIFIC PARKING SYSTEMS, INC.		Parts for parking dispenser machine	2,354.34
P13-00790	RED DIGITAL CAMERA COMPANY	Bldg W/Com Arts	Recording media for RED Epic Camera	508.30
P13-00791	ORKIN EXTERMINATING, INC. ACURID		Emergency bee service outside HS	250.00
P13-00792	UNISOURCE WORLDWIDE		Custodial supplies	2,000.00
P13-00793	XEROX CORPORATION	.	Relocation of A100 Copier	338.00
P13-00794	APPLE SCIENTIFIC, INC.	.	Bid 299D-Biology Supplies	717.67
P13-00795	DELL MARKETING	.	Dell XPS 13 Ultrabook	1,615.77
P13-00796	KEENAN REESOR	.	Guest Artist	1,500.00
P13-00797	CAROLINA BIOLOGICAL SUPPLY		Bid 299D-Biology	3,964.80
P13-00798	CAROLINA BIOLOGICAL SUPPLY		Bid 299D-Biology	2,183.59
P13-00799	FISHER SCIENTIFIC		Bid 299D-Biology	4,775.52
P13-00800	FISHER SCIENTIFIC		Bid 299D-Biology	6,977.84
P13-00801	FREY SCIENTIFIC		Bid 299D-Biology	266.76
P13-00802	FREY SCIENTIFIC		Bid 299D-Biology	1,559.51
P13-00803	NASCO WEST INDUSTRIES, INC.		Bid 299D-Biology	262.10
P13-00804	NASCO WEST INDUSTRIES, INC.		Bid 299D-Biology	8.40
P13-00805	SARGENT-WELCH LLC VWR INTERNATIONAL COMPANY		Bid 299D-Biology	4,199.19
P13-00806	SARGENT-WELCH LLC VWR INTERNATIONAL COMPANY		Bid 299D-Biology	2,607.78
P13-00807	SCIENCE KIT, INC.		Bid 299D-Biology	625.77
P13-00808	SCIENCE KIT, INC.		Bid 299D-Biology	1,724.03
P13-00809	SPECTRUM LABORATORY PRODUCTS		Bid 299D-Biology	1,736.68
P13-00810	SPECTRUM LABORATORY PRODUCTS		Bid 299D-Biology	752.25
P13-00811	USA SCIENTIFIC		Bid 299D-Biology	245.35

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PO Number	Vendor Name	Site	Description	Account Amount
P13-00812	USA SCIENTIFIC		Bid 299D-Biology	149.19
P13-00813	WARD'S NATURAL SCIENCE		Bid 299D-Biology	178.11
P13-00814	WARD'S NATURAL SCIENCE		Bid 299D-Biology	518.21
P13-00815	XEROX CORPORATION		Perkins Loan Collection Services-2012-2013	2,175.00
P13-00816	HOME DEPOT MISSION VIEJO STORE #614		Supplies for academic shows FY12-13	4,000.00
P13-00817	PEOPLE STYLEWATCH		Magazine Subscription	21.89
P13-00818	KELLY GRIMES		Trainer FKCE	3,000.00
P13-00819	DELL MARKETING		Dell Desktops for B116	33,489.00
P13-00820	RICOH USA, INC.		2012-2013 Ricoh copier for District mailroom	825.53
P13-00821	ACUSHNET COMPANY		Golf balls for women's golf teams	729.62
P13-00822	VWR INTERNATIONAL, INC.		Culture tubes biology	176.55
P13-00823	PYRAMID SCHOOL PRODUCTS		Caution signs/insect spray	342.01
P13-00824	PYRAMID SCHOOL PRODUCTS		Restroom deodorizer	295.77
P13-00825	FISHER SCIENTIFIC		Agglutination Test Supplies, Protector sheets	692.20
P13-00826	THOMAS SCIENTIFIC		Glassware, rulers, instructional supplies	346.31
P13-00827	DAVE SMITH ENTERPRISE dba HOSPITAL ASSOCIATES		Green Trays for Staining	588.75
P13-00828	PRO LAB DIAGNOSTICS		Microbank for Bacterial Cultures	149.37
P13-00829	GRAYBAR ELECTRIC CO.		Networking Supplies	456.15
P13-00830	PARTS EXPRESS		Multimedia Equipment	238.74
P13-00831	McMASTER CARR SUPPLY COMPANY		Replament parts for Vandegraaf etc.	203.40
P13-00832	HOSHIZAKI WESTERN DC, INC.		Supplies for chemistry preproom	398.69
P13-00833	W. W. GRAINGER		Chemistry strainers	289.31
P13-00834	W. W. GRAINGER		Test tube brushes	311.60
P13-00835	CINTAS CORPORATION		Uniform & Towel Service	1,500.00
P13-00836	STUDENT INSURANCE COMPANY		Accident/catastrophic/student insurance	84,608.00
P13-00837	COX COMMUNICATIONS, INC.		COX Communications Intercampus LAN Service	48,000.00
P13-00838	VIATRON SYSTEMS, INC.		IVC Data Conversion Project a/y	6,073.00
P13-00839	DUNN-EDWARDS CORPORATION		Paint supplies for FY 12-13 academic season	2,000.00
P13-00840	CR&R		Trash collection services	11,556.00
P13-00841	CR&R		Roll-away Bin Services	4,740.00
P13-00842	NCMPR		Payment for online graphics webinar	150.00
P13-00843	CSU FULLERTON AUXILIARY SERVICES CORPORATION		Transfer, curation fee- fossils	100,000.00
P13-00844	AT&T MOBILITY GOVERNMENT SALES		Annual: Telephone Service	26,000.00
P13-00845	DS WATERS OF AMERICA, INC.		Annual Water Service	9,829.00
P13-00846	IRVINE RANCH WATER DIST.		Annual Water Service	134,000.00
P13-00847	YALE CHASE MATERIALS HANDLING	SC WAREHOUSE	Forklift/Delivery vehicle repairs	7,500.00

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PO Number	Vendor Name	Site	Description	Account Amount
P13-00848	HOME DEPOT MISSION VIEJO STORE #814	SC WAREHOUSE	Warehouse supplies	1,000.00
P13-00849	ORCHARD SUPPLY HARDWARE	SC WAREHOUSE	Warehouse Supplies	1,000.00
P13-00850	SOUTHERN CALIFORNIA EDISON CO.		Annual: Electric Service	1,150,000.00
P13-00851	SOUTHERN CALIFORNIA GAS CO.		Annual Gas Service	80,000.00
P13-00852	BOOSEY AND HAWKES		Rental music ordered, received, returned	1,317.50
P13-00853	MILLENNIUM BUSINESS SERVICES Marty Cohn		Blanket PO for Shrinkwrap & Bindery	5,000.00
P13-00854	ABC ICE HOUSE		Dry ice for MarSci/Physics labs	700.00
P13-00855	CDW-G COMPUTER CENTERS		Touch screens for Board Room	15,483.68
P13-00856	TRANSPORT SPECIALTIES, INC.		Transport /move of cargo containers	1,125.00
P13-00857	CAPT BUSINESS OFFICE		2012 MBTI-Scoring Costs, As Needed	2,800.00
P13-00858	BJB ENTERPRISES, INC.		Instructional shop supplies-Casting	500.00
P13-00859	MICRO CENTER		IT supplies	300.00
P13-00860	ORANGE CO. FARM SUPPLY		ATEP 2012-2013 Grounds Supplies	1,000.00
P13-00861	DS WATERS OF AMERICA, INC.		Bottled water for ATEP	500.00
P13-00862	AACRAO MEMBERSHIP		Annual ACCRAO Institutional Membership	1,015.00
P13-00863	SAFE NAVIGATION, INC.		Instructional Supplies for MST Classes	700.00
P13-00864	SCIENCE KIT, INC.		Test tube Brush	110.16
P13-00865	VWR INTERNATIONAL, INC.		Lens paper and Oil Immersion for Microscopes	2,881.60
P13-00866	LABSCO		Microscope parts	896.35
P13-00867	XEROX CORPORATION		2012-2013 Maintenance for DSPS Copier	700.00
P13-00868	XEROX CORPORATION		2012-2013 Maintenance for color printer	659.43
P13-00869	PREP GEAR		W Golf F'12 hats	346.89
P13-00870	XEROX CORPORATION		2012-2013 Medical Assisting Copier Maintenance	414.36
P13-00871	XEROX CORPORATION		2012-2013 EMT Copeir Maintenance	537.75
P13-00872	BUDDY'S ALL STARS		W Golf 2012 Shirts/windjackets	978.20
P13-00873	SNADER AND ASSOCIATES, INC.	Bldg W/Com Arts	Projectors to be installed in HS 145	20,603.32
P13-00874	XEROX CORPORATION		2012-2013 Maintenance for EOPS Copier	830.49
P13-00875	BUDDY'S ALL STARS		SB Team and Class supplies F'12/S'13	1,226.74
P13-00876	SIEMENS INDUSTRY INC.		Annual Service Deionized Water Tanks	1,750.00
P13-00877	EASTBAY TEAM SPORTS		Track and Field Uniform Supplies	991.75
P13-00878	AMSTERDAM PRINTING & LITHO Attn: RICH O'BRIEN		Promo Penlights Transfer Center	340.04
P13-00879	CDW-G COMPUTER CENTERS		Printer - HP LJ 400	602.29

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PO Number	Vendor Name	Site	Description	Account Amount
P13-00880	AIR CLEANING TECHNOLOGY		2012-2013 Maintenance for Exhaust System	2,200.00
P13-00881	XEROX CORPORATION		2012-2013 Maintenance for FCS Copier	300.00
P13-00882	XEROX CORPORATION		2012-2013 Maintenance for Couns Svcs Copier	2,007.60
P13-00883	NuStep, Inc.		Wellgrip Set for Adapted PE	245.23
P13-00884	PACIFIC COACHWAYS		Charter Bus Services	35,000.00
P13-00885	MILLENNIUM BUSINESS SERVICES Marty Cohn		Business Cards for Project Specialist	49.57
P13-00886	HALO BRANDED SOLUTIONS, INC. AKA LEE WAYNE CORPORATION		Round Pioneer Pencils Transfer Center	368.64
P13-00887	SEHI PROCOMP COMPUTER PRODUCTS		Laserjet Maintenance Kit	553.23
P13-00888	CONSORTIUM OF SO. CALIFORNIA COLLEGES & UNIVERSITIES		CSCCU Membership 2012-13	250.00
P13-00889	XEROX CORPORATION		2012-2013 Campus-Wide Copier Supplies	8,500.00
P13-00890	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES		SC & IVC fusion implementation CCC GIS & ONUMA	64,980.00
P13-00891	WELLS FARGO #1598		Bursar's Credit Card Fee	45.00
P13-00892	WELLS FARGO #1606		Bursar's Credit Card Fee	45.00
P13-00893	HOME DEPOT MISSION VIEJO STORE #614		2012-2013 Campus Supplies	200.00
P13-00894	TUTTLE-CLICK FORD		Transportation Parts	2,000.00
P13-00895	MARSHALL MATERIALS		Ground supplies	888.38
P13-00896	CARQUEST AUTO PARTS	SC WAREHOUSE	Repair parts & supplies for delivery vehicles	500.00
P13-00897	POWER FORD TUSTIN	SC WAREHOUSE	Repair parts & suplies for delivery vehicles	500.00
P13-00898	FISHER SCIENTIFIC		Lyophilized Bacterial Cultures	1,397.18
P13-00899	VOIGT GLOBAL DISTRIBUTION INC.		Dehydrated media for Microbiology Labs	477.86
P13-00900	FLOOR TECH GROUP		Repair Floor in Cafe Due to Drain Repair	1,482.00
P13-00901	PHOENIX BUSINESS MACHINES, INC		Annual Maintenance for Facilities Copier	500.00
P13-00902	SOUTHLAND INSTRUMENTS, INC.		Annual Maintenance: Geology Microscopes	1,977.00
P13-00903	R.M. SYSTEMS, INC.		Alarm System	660.00
P13-00904	HITT MARKING DEVICES, INC.		Custom Signature Stamp	40.54
P13-00905	ADCLUB ADVERTISING SERVICE		Advertising for 2012-2013 Recruitments	2,101.28
P13-00906	WELLS FARGO #3317 (DISTRICT)		2012-2013 GreenFax/Meixler High Volume Faxing	300.00
P13-00907	WELLS FARGO #3317 (DISTRICT)		Talk Corporation - Employment Verification	200.00
P13-00908	SHRED-IT CAMPO ENTERPRISES, INC.		2012-2013 Document Destruction Service	240.00
P13-00909	OBJET GEOMETRIES INC.		Replacement heads for 3D printer	5,434.91

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PO Number	Vendor Name	Site	Description	Account Amount
P13-00910	MARLYS GROOT & ASSOCIATES		Final Payment for Admin & Classified Mgmt Study	2,200.00
P13-00911	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING		2012-2013 Fingerprinting - HR	2,500.00
P13-00912	S & B FOODS		HR Community Relations	1,000.00
P13-00913	CHARLES C. STILL SECURE LIVE SCAN		2012-2013 Rolling Fees	300.00
P13-00914	ALLSTEEL, INC. C/O QUALITY OFFICE FURNISHINGS		Furnishings for Computer Lab	22,603.61
P13-00915	CCPRO C/O CRAIG PETINAK, TREASURER		2012-2013 CCPRO Membership	175.00
P13-00916	IRVINE PIPE & SUPPLY	.	2012-2013 ATEP Plumbing Supplies	500.00
P13-00917	PARKWAY LAWNMOWER SHOP	.	2012-2013 ATEP Lawnmower Parts	1,000.00
P13-00918	DASS LLC		Dass Supplies for Photography Dept.	175.22
P13-00919	JUST 4 BANNERS	.	Replacement banner (on Red Hill) ATEP	129.83
P13-00920	WELLS FARGO #3317		CSU Monterey Bay Catalogs for Library	15.29
P13-00921	FOUNDATION FOR CA. COMM. COLL ATTN: TRACIE CALLAHAN/FUSION		Fusion annual license fee	16,768.70
P13-00922	WELLS FARGO #3317		Kara Patterson Fee Based Supplies ink/pens.	236.52
P13-00923	CACCRAO C/O ALLISON CURTIS		CACCRAO Membership 2012-13	200.00
P13-00924	WELLS FARGO #3317 (DISTRICT)		Physics supplies - Dell Laptop Battery	36.25
P13-00925	TURF TIRE DISTRIBUTORS		2012-2013 Tire/Tire Parts Purchases for IVC F & M	1,000.00
P13-00926	WELLS FARGO #3317		Instructor J. Sellers-Jazz reference instr. tool	36.44
P13-00927	CISCO WEBEX LLC		2012-2013 Cisco WebEx Remote Assist. Svcs. Renewal	2,160.00
P13-00928	CALIFORNIA ENERGY COMMISSION JP MORGAN TRUST COMPANY, NA		Energy Conservation	197,274.90
P13-00929	WELLS FARGO #3317 (DISTRICT)		Basecamp Groupware software-basecampHQ.com	600.00
P13-00930	MILLENNIUM BUSINESS SERVICES Marty Cohn	.	Purchase business cards IVC	49.57
P13-00931	W. W. GRAINGER	.	2012-2013 ATEP Building Maintenance Supplies	500.00
P13-00932	EWING IRRIGATION PRODUCTS	.	2012-2013 ATEP Irrigation Supplies	1,000.00
P13-00933	MW DANNER	.	2012-2013 Repairs & Maint. of Bindery Equipment	1,000.00
P13-00934	QUEZADA PRO LANDSCAPE, INC.		Tree Trimming for Campus Wide Maintenance	4,820.00

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PO Number	Vendor Name	Site	Description	Account Amount
P13-00935	NUTRITION ACTION HEALTHLETTER		Nutrition Action Newsletter	22.00
P13-00936	EVENTS		Management Retreat - Aug.10th & 11th	16,000.00
P13-00937	TAC HEALTH, LLC		For Cert Training	252.44
P13-00938	SURVIVAL SOLUTIONS, INC.		Cert Training	817.97
P13-00939	POCKET NURSE ENTERPRISES, INC.		Supplies for medical assisting	378.94
P13-00940	JOURNEY EDUCATION MARKETING		Supplies for Publications	268.44
P13-00941	INGARDIA BROTHERS PRODUCE, INC.		2012-2013 Culinary Arts Supplies-Groceries	10,000.00
P13-00942	SAFEWAY, INC. C/O PAVILIONS, STORE #210		2012-2013 Culinary Arts Supplies-Groceries	7,000.00
P13-00943	SMART & FINAL IRIS CO.		2012-2013 Culinary Arts Supplies-Groceries	7,000.00
P13-00944	SEHI PROCOMP COMPUTER PRODUCTS		Printer Cartridges	853.38
P13-00945	SPORTS IMPORTS		VB Net Ratchet Cranks (spare sets)	50.10
P13-00946	HALO BRANDED SOLUTIONS, INC. AKA LEE WAYNE CORPORATION		Blossom Pens for Outreach	2,324.72
P13-00947	PSYCHOLOGICAL CONSULTING ASSOCIATES, INC.		Pre-employment Evaluation	350.00
P13-00948	SCANTRON CORPORATION		IVC Analysis Scantrons	34.60
P13-00949	WELLS FARGO #3317 (DISTRICT)		SOCCCD.edu Domain	40.00
P13-00950	WELLS FARGO #3317 (DISTRICT)		Registration-Educause.edu	
P13-00951	WELLS FARGO #3317 (DISTRICT)		ClassApps Survey Software	250.00
P13-00952	WELLS FARGO #3317 (DISTRICT)		Renewal-ClassApps.com	
P13-00953	HOME DEPOT MISSION VIEJO STORE #614		License-CBI*IPSWITCH	54.95
P13-00954	UNISOURCE WORLDWIDE		Photo Credits-iStockphoto.com	83.00
P13-00955	HOME DEPOT MISSION VIEJO STORE #614		2012-2013 IT Server Room Hardware	1,000.00
P13-00956	S & B FOODS		2 part NCR paper for DSPS notetaking	328.64
P13-00957	HOME DEPOT TUSTIN STORE # 603		Cert training supplies	300.00
P13-00958	HOME DEPOT TUSTIN STORE # 603		Bridge Dedication/Flex Week Food	10,000.00
P13-00959	POWER FORD TUSTIN		2012-2013 ATEP Building Supplies	1,000.00
P13-00960	MARY T. JONES		2012-2013 ATEP Ground Supplies	500.00
P13-00961	PARTEK SOLUTIONS		2012-2013 ATEP Vehicle Maintenance and Repairs	500.00
P13-00962	OLYMPIC POWDER COATING, INC.		Student Services workshop for Veterans offices	250.00
P13-00963	ULINE, INC.		Parking permit dispenser paper	582.20
P13-00964	MARTECH SYSTEMS, INC.		Powder Coat Parking Meter Dispenser	780.00
			Supplies for photography/jars	39.47
			Thermal ticket stock for box office	907.71

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PO Number	Vendor Name	Site	Description	Account Amount
P13-00965	HOME DEPOT MISSION VIEJO STORE #614		2012-2013 GEO Supplies and Materials	500.00
P13-00966	DISCOVERY SCIENCE CENTER		Field Trip entry fee for Discovery Science Center	120.00
P13-00967	NEWPORT COMPUTER SOLUTIONS, INC		Tivoli Storage Mgr Annual Renewal	5,512.92
P13-00968	BANNERSANDSIGNS.NET		Name plates for office and lab doors	119.39
P13-00969	BUDDY'S ALL STARS		XC/TF Boy shorts Fill-ins F'12/S'13	46.64
P13-00970	BUDDY'S ALL STARS		W Golf F'12 Coaching shirts/jacket	111.13
P13-00971	BUDDY'S ALL STARS		VB F'12 knee pads/VB team and class Mizuno VBs	555.13
P13-00972	CAL PRO SPORTS		Baseball jerseys for baseball team	4,058.50
P13-00973	CONTRACT PAPER GROUP, INC.	SC WAREHOUSE	Replenish stores green paper	1,521.43
P13-00974	CONTRACT PAPER GROUP, INC.	SC WAREHOUSE	Replenish stores golden rod paper	1,521.43
P13-00975	CONTRACT PAPER GROUP, INC.	SC WAREHOUSE	Replenish stores gray paper	684.64
P13-00976	ORANGE COUNTY REGISTER		Public notice of trustee appointment	246.00
P13-00977	LIGHTNING TOOLS, LTD.		Software for SharePoint Project	5,000.00
P13-00978	RIO GRANDE ALBUQUERQUE		C. Sivets-Fall 2012-Fee Based Art Supplies	198.89
P13-00979	ARNETTE EDWARDS		FKCE Trainer	1,080.00
P13-00980	JANE L. COLLIER		FKCE Trainer	1,080.00
P13-00981	FOSTER CARE AUXILIARY OF OC		FKCE Trainer	840.00
P13-00982	JACQUELINE GOODE		FKCE Trainer	240.00
P13-00983	FARNOOSH SORAYA		FKCE Trainer	240.00
P13-00984	RIO GRANDE ALBUQUERQUE		Lommatsch Barrett Fall Fee Based art Supplies	402.24
P13-00985	B & P SERVICES, INC.		Compressor Replacement for Library	2,880.00
P13-00986	MONSTERSLAYER, INC.		C Lommatsch Barrett Fall Fee Based Supplies	406.16
P13-00987	SOUTHERN CALIFORNIA GAS CO.	.	Natural gas for heating at ATEP	1,000.00
P13-00988	IRVINE RANCH WATER DIST.	.	Water for ATEP	4,000.00
P13-00989	DICK BLICK COMPANY	.	Supplies for Photography/brayer	47.62
P13-00990	XEROX CORPORATION	.	Annual Maintenance for ATEP Copier Xerox 7665	7,800.00
P13-00991	CDW-G COMPUTER CENTERS	.	Annual Maintenance for CDC Copier	2,216.00
P13-00992	NATIONAL RESOURCE CENTER c/o R L BRYAN CO.		Literature - Thriving in Transitions	46.71
P13-00993	COMPUTER PROTECTION TECHNOLOGY		UPS Battery Replacement	7,385.35
P13-00994	PIP PRINTING		Prof. Ventura/ J. Fritsen Workbook: 85 copies	579.50
P13-00995	LAURIE M. VARTANIAN dba RELIABLE RESPONSE		FKCE Trainer	2,100.00
P13-00996	ECONOMIC ALTERNATIVES, INC.		Veteran's Memorial fountain controller	4,453.46
P13-00997	PACIFIC EARTH RESOURCES		Sod supplies	835.07
P13-00998	THE EXECUTIVE ADVERTISING		AGB rubber ducks	2,161.17

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 P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-00999	WORKRITE ERGONOMICS, INC. C/O QUALITY OFFICE FURNISHINGS		CPU Holders for Computer Lab	2,463.76
P13-01000	PEAK TECHNOLOGIES, INC.		Annual Maintenance -- LM 7 Pressure Sealer	1,700.00
P13-01001	OPTICS PLANET, INC.		Inoculating loops and needles	1,458.37
P13-01002	THE FILTER CONNECTION LLC		Microscope Lens Cleaning fluid	333.59
P13-01003	SIEMENS INDUSTRY INC.		2012-2013 Annual Service & Deionized Water System	900.00
P13-01004	XEROX CORPORATION		2012-2013 Copier Maintenance Agreement	1,385.02
P13-01005	GOPHER SPORTS EQUIPMENT		Golf Class Supplies	307.02
P13-01006	MOORE MEDICAL CORP.		OTC meds	62.39
P13-01007	PERFORM BETTER		Exercise bands for mens' soccer	172.11
P13-01008	WELLS FARGO #3317 (DISTRICT)		Printer for bio tech office computer.	117.59
P13-01009	CDW-G COMPUTER CENTERS		Common Area Refresh Project	3,381.51
P13-01010	WOLTERS KLUWER HEALTH		Text books for health career readiness program	2,586.00
P13-01011	EASTBAY TEAM SPORTS		Women's soccer items	714.70
P13-01012	EASTBAY TEAM SPORTS		Supplies for knes department	275.08
P13-01013	RICOH USA, INC.		Maintenance Agreement	34.85
P13-01014	CACCRAO SECRETARY ALLISON CURTIS		2012-2013 CACCRAO Institutional Membership Dues	200.00
P13-01015	THE RING LORD		Carol Sivets-Fall 2012-Fee Based Supplies	940.00
P13-01016	PSYCHOLOGICAL ASSESSMENT RESOURCES, INC.		Dictionary of Holland Occupational Codes	169.56
P13-01017	EUROPRINT, INC.		Printing of IVC's 2012 Accomplishments Book	2,117.29
P13-01018	CDW-G COMPUTER CENTERS	.	2012-2013 Maintenance for A&R Copier	1,400.00
P13-01019	XEROX CORPORATION	.	2012-2013 Maintenance for ATEP 7132 Copier	1,700.00
P13-01020	XEROX CORPORATION	.	2012-2013 Maintenance for DSPS Copier	835.00
P13-01021	XEROX CORPORATION	.	2012-2013 Maintenance for Health Center Copier	658.00
P13-01022	EASTBAY TEAM SPORTS		Women's basketball supplies	2,949.97
P13-01023	DISPLAYS 2GO		Signs for IVC sporting events	209.66
P13-01024	DE NAULT'S TRUE VALUE HARDWARE		2012-2013 GEO Dept. supplies/materials	300.00
P13-01025	GUEST ARTISTS		Production assistance - "Seriously Sondheim"	500.00
P13-01026	SOCKERKRAZE		Men's soccer gear	3,349.08
P13-01027	SEHI PROCOMP COMPUTER PRODUCTS	.	Purchase toner for printer in CAFE.	387.44
P13-01028	POSTMASTER		Postage for Fall 2012 Perf. Arts brochures	1,680.00
P13-01029	GUEST ARTISTS		Guest performers - "Seriously Sondheim"	1,300.00
P13-01030	MUSICIAN'S FRIEND, INC.		Physics supplies - guitar strings	25.05
P13-01031	CARIE CRUZ		FKCE Monitor	280.00

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Includes P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-01032	McKESSON GENERAL MEDICAL CORP		Supplies for Nursing	2,976.01
P13-01033	McKESSON GENERAL MEDICAL CORP		Supplies for Medical Assisting	25.86
P13-01034	SO. COAST FIRE PROTECTION		Annual Maintenance: Hazardous Storage Facility	250.00
P13-01035	SIMPLICITY PATTERN CO., INC.		Pattern Catalogs	32.40
P13-01036	McKESSON GENERAL MEDICAL CORP		Medical supplies	277.59
P13-01037	AGILE SPORTS TECHNOLOGIES		Football Equipment Supplies	459.23
P13-01038	EMBLEM ENTERPRISES		SC Campus Police patches	235.04
P13-01039	IVC CAMPUS SAFETY		Parking Fees for Program Orientation	200.00
P13-01040	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA		2012-2013 Membership renewal	36,540.00
P13-01041	QUEZADA PRO LANDSCAPE, INC.		LRC Landscaping Cleanup	4,950.00
P13-01042	ORANGE COUNTY SCHOOL BOARDS ASSOCIATION		2012-2013 Membership Renewal	125.00
P13-01043	EASTBAY TEAM SPORTS		Womens tennis practice gear	318.09
P13-01044	TOWN & COUNTRY GLASS		Replace broken mirror in PE-301	615.00
P13-01045	PACIFIC PARKING SYSTEMS, INC.		Locks for parking dispenser machines	213.95
P13-01046	MONTGOMERY HARDWARE		Replace gym entry door	4,875.25
P13-01047	PENN CORPORATE RELOCATION SERVICES, INC.		Library Carts for the LRC Building	3,437.69
P13-01048	SYSTEMS MAINTENANCE SERVICES		Blade Server Maintenance Renewal	3,696.00
P13-01049	F & E HEDMAN		Annual maintenance check signer	465.00
P13-01050	MINN. MINING & MFG. CENTER LIBRARY SYSTEMS		Annual Maintenance: Library Gates and Software	6,336.00
P13-01051	ENTERPRISE RENT-A-CAR		2012-2013 Vehicle Rentals	8,000.00
P13-01052	CAROLINA BIOLOGICAL SUPPLY		2012-2013 Materials/supplies for BIO classes	1,200.00
P13-01053	HOME DEPOT TUSTIN STORE # 603		2012-2013 BIO Classes Materials	1,500.00
P13-01054	SEPULVEDA BUILDING MATERIALS		2012-2013 Materials and Supplies for Greenhouse	700.00
P13-01055	TREE OF LIFE NURSERY		2012-2013 BIO Lab Plant Supplies	700.00
P13-01056	JOURNEY EDUCATION MARKETING		Reason 6 Education 5-Pack Upgrade	399.99
P13-01057	DICK BLICK COMPANY		R. Hurley Fall 2012 Fee Based Supplies	161.71
P13-01058	TANDY LEATHER FACTORY		Melinda Smith-Fall Fee Based Mat./leather tools	51.09
P13-01059	MILLENNIUM BUSINESS SERVICES Marty Cohn	SC WAREHOUSE	Replenish stores District letterhead	3,013.23
P13-01060	BIO-RAD LABORATORIES, INC. LIFE SCIENCE GROUP		2012-2013 BIO Class Lab Kits and Supplies	3,250.00
P13-01061	PETCO ANIMAL SUPPLIES		2012-2013 BIO Lab Class Supplies	600.00

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Includes P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-01062	HALO BRANDED SOLUTIONS, INC. AKA LEE WAYNE CORPORATION		Pencils for Outreach	501.58
P13-01063	BANG PRINTING		2012-2013 Catalog Printing	10,600.00
P13-01064	AT&T MOBILITY GOVERNMENT SALES		2012-2013 FAX and fire alarm lines at ATEP	400.00
P13-01065	SOUTHERN CALIFORNIA EDISON CO.		2012-2013 Electricity for ATEP	33,000.00
P13-01066	MISSION PRINTING COMPANY		Transcript insert envelopes SC A&R	1,293.00
P13-01067	USA MOBILITY		2012-2013 Pagers for faculty	1,200.00
P13-01068	EDUCAUSE		Districtwide Educause Annual Membership	3,225.00
P13-01069	DIVERSIFIED BUSINESS SERVICES		T-shirts for the 08/31/12 Veteran's Symposium	744.40
P13-01070	RAUL PACHECO dba R & R VISIBLE PRODUCTS		Whiteboards	481.00
P13-01071	PERCEPTIVE SOFTWARE, USA INC. ATTN: STEPHANIE JONES		Perceptive License/Maintenance Renewal	47,150.00
P13-01072	HORIZON		Ground supplies	767.62
P13-01073	MILLENNIUM BUSINESS SERVICES Marty Cohn	SC WAREHOUSE	Replenish stores item 12000 payroll time cards	553.43
P13-01074	MILLENNIUM BUSINESS SERVICES Marty Cohn	SC WAREHOUSE	Replenish stores item 12001 overtime cards	274.76
P13-01075	MILLENNIUM BUSINESS SERVICES Marty Cohn	SC WAREHOUSE	Replenish stores item 12027 sub/time card	392.75
P13-01076	MILLENNIUM BUSINESS SERVICES Marty Cohn	SC WAREHOUSE	Replenish stores item 12081	420.23
P13-01077	PACIFIC PARKING SYSTEMS, INC.		Decals for IVC M400 Campus Police	116.29
P13-01078	B & P SERVICES, INC.		Power House 1 Phone Room a/c upgrade	11,320.00
P13-01079	PJHM ARCHITECTS		Complete DSA project closeout	1,070.83
P13-01080	COMPUTERLAND OF SILICON VALLEY		CIM Software	390.10
P13-01081	ATHENA COLLEGE OF BEAUTY		For academic year 2012-2013.	400,000.00
P13-01082	HAIR CALIFORNIA BEAUTY ACADEMY		For academic year 2012-2013.	400,000.00
P13-01083	EBSCO AR SERVICE CTR		2012-2013 Periodical subscriptions	8,544.88
P13-01084	SAN JUAN COMPANY		2012-2013 Transmitter Site Lease	13,310.00
P13-01085	ACE FIXTURE CO.		Cafeteria Furniture & Equipment	8,371.10
P13-01086	MICHELE DUGAN		FKCE Trainer	900.00
P13-01087	ARTSCENE		2012-2013 Subscription Renewal	525.00
P13-01088	NATIONAL KITCHEN & BATH ASSOCIATION (NKBA)		2012-2013 Membership	250.00
P13-01089	MARY T. JONES		Internet-Based Resolutions	250.00
P13-01090	XEROX CORPORATION		2012-2013 Copier Maintenance agreement	846.96
P13-01091	RJ COACHING AND CONSULTING RITA M. JONES		Blanket PO for Grant related CONTRACT SVCS	35,000.00

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Includes P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-01092	S. GRONER ASSOCIATES INC	.	Advise/Design/Implement Marketing for Project 041	20,000.00
P13-01093	VITAL LINK EDUCATION AND BUSINESS CONSORTIUM	.	To Facilitate the Handling of Project Payment	12,620.00
P13-01094	XEROX CORPORATION	.	Staples for Fiscal Services Copier	263.76
P13-01095	GLAXO SMITH KLINE (GSK)	.	Meds hepatitis	1,057.03
P13-01096	SANOFI PASTEUR	.	Vaccines Adacel	1,012.29
P13-01097	SPECTRUM INDUSTRIES, INC.	.	Media Manager Lectern	3,162.76
P13-01098	JANINE C. CIRRITO	.	Project 263/NING Network	7,500.00
P13-01099	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	.	Bookstore Testing Structure/Emergency	800.00
P13-01100	C & H DISTRIBUTORS, INC.	.	Storage containers	1,175.85
P13-01101	ORANGE CO. COMMERCIAL PRINTING	.	To pay for the printing of the Wall Books	6,000.00
P13-01102	LIFE TECHNOLOGIES, INC.	.	2012-2013 BIO Lab Class Supplies	500.00
P13-01103	SIGMA-ALDRICH CHEMICAL CO.	.	2012-2013 BIO Lab Class Supplies	1,000.00
P13-01104	LABWEAR.COM	.	Lab Coats	1,280.09
P13-01105	INSLEY CONSTRUCTION	.	Evaluation of Bookstore	275.00
P13-01106	INSLEY CONSTRUCTION	.	Doorway for Research Office	4,710.00
P13-01107	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	.	IVC consultant services asbestos and lead survey	3,040.00
P13-01108	SCHOOLDUDE.COM	.	Software licensing agrmt for SC & IVC	63,386.24
P13-01109	SMART LEVELS MEDIA	.	Fall 2012 P.A. brochure SC Fine arts	6,648.75
P13-01110	WARD'S NATURAL SCIENCE	.	2012-2013 Supplies/Materials for BIO Lab Classes	500.00
P13-01111	BFK ENGINEERS	.	Consultant Survey Svcs for TAS Reno project	12,000.00
P13-01112	TUSTIN LOCK & SAFE	.	Keys for chemistry labs	400.00
P13-01113	SPECTRUM LABORATORY PRODUCTS	.	2012-2013 Chemicals for Phys Sci Classes	500.00
P13-01114	SIGMA-ALDRICH CHEMICAL CO.	.	2012-2013 Chemicals for Phys Sci Classes	500.00
P13-01115	BLUE BOOK OF COLLEGE ATHLETICS	.	Nationwide College Athletics Directory	183.46
P13-01116	GREEN THUMB INTERNATIONAL	.	2012-2013 Greenhouse Supplies for Bees Garden	300.00
P13-01117	SPECTRUM LABORATORY PRODUCTS	.	2012-2013 Chemicals & Reagents for BIO Lab Classes	600.00
P13-01118	CULLIGAN WATER CONDITIONING	.	2012-2013 Water Softener Services	686.40
P13-01119	HOME DEPOT MISSION VIEJO STORE #614	.	2012-2013 Art Galley Supplies	500.00
P13-01120	VISTA PAINT	.	2012-2013 Art Galley Supplies-Paint	1,000.00
P13-01121	AGILE SPORTS TECHNOLOGIES	.	Football Equipment Supplies	459.23
P13-01122	HORIZON	.	Emergency ground supplies	1,343.09
P13-01123	PENN CORPORATE RELOCATION SERVICES, INC.	.	Disassemble furniture in Vil 33-2	402.00

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Includes P13-00580 - P13-01136

PO Number	Vendor Name	Site	Description	Account Amount
P13-01124	UNITED FABRICARE SUPPLY, INC.		Cleaning Supplies	2,154.03
P13-01125	RED DIGITAL CAMERA COMPANY	Bldg W/Com Arts	Recording media for Red Epic	781.19
P13-01126	GUEST ARTISTS		Guest Musicians for "Children of Eden"	1,800.00
P13-01127	IRVINE CHAMBER OF COMMERCE		2012-2013 Irvine Cham of Comm Board Dues	1,000.00
P13-01128	COMPUTERLAND OF SILICON VALLEY		Kara Patterson- Fall 2012 - Instructional Supplies	41.21
P13-01129	FISHER SCIENTIFIC		Chemical Splash Goggles	863.72
P13-01130	ALLSTEEL, INC. C/O QUALITY OFFICE FURNISHINGS		EOPS furniture	64,651.48
P13-01131	BLACK CHAMBER OF COMMERCE		2012-2013 Membership	300.00
P13-01132	CRI ELECTRIC, INC		Electrical work to be done on the Ult Library	12,925.00
P13-01133	RICOH USA, INC.	IVC Warehouse	2012-2013 Maintenance for IVC Warehouse Copier	787.00
P13-01134	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC		2012-2013 Rental Mailing System	9,492.00
P13-01135	SO COAST HIGHER EDUCAT. COUN. C/O SHANNON CROGAN		2012-2013 Membership Dues	50.00
P13-01136	PUBLIC ECONOMICS, INC.		ATEP and Redevelopment Consulting Services	80,000.00
			Total	556
				4,859,000.28

Fund Summary			
Fund	Description	PO Count	Amount
01	General Fund	534	4,334,086.77
12	Child Development Fund	4	14,610.16
40	Capital Outlay Fund	18	510,303.35
Total		556	4,859,000.28

PO Changes		
	New PO Amount	Change Amount
Total PO Changes		

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Listing

Includes 07/11/2012 - 08/07/2012

Requisition Number	Vendor Name	Description	Requisition Total
RQ12-07060	ANTHONY TENG	Reimbursement-My Vote Keypads	2,525.00
RQ12-07085	CRAIG HAYWARD	Travel Reimbursement	650.66
RQ12-07087	JONDA HALCOMB	Travel Reimbursement	2,390.15
RQ12-07088	ROBERT D. RUBIN	Travel Reimbursement	549.25
RQ12-07089	ROBERT D. RUBIN	Travel Reimbursement	602.08
RQ13-00726	TOD A. BURNETT	Burnett for Travel/Jack Scott's Retirement	700.00
RQ13-00786	HEATHER PARK	Conference for Heather Park	937.33
RQ13-00882	WELLS FARGO #4198	Class. Senate Retreat-CA Pizza Kitchen	130.96
RQ13-00884	DONALD MINEO	Classified Senate Retreat Reimbursement Expenses	45.98
RQ13-00917	WELLS FARGO #4198	Catalogs for Library	588.75
RQ13-00935	XEROX CORPORATION	Xerox charge	203.98
RQ13-00941	WELLS FARGO #4198	Drums/Covers/Rieke Spouts-SKS-Bottle	347.54
RQ13-00971	WELLS FARGO #1598	Supplies for Blo. 94 - Ralphs	10.16
RQ13-00987	BETTY A. MC CLELLAND	B.McClelland Travel Expense	690.52
RQ13-01001	WILL GLEN	Reimbursement-Upright File	47.40
RQ13-01002	ARLEEN ELSEROAD	Trav Reimburse-St. Chancellor's Seminar	440.60
RQ13-01008	CALLAWAY GOLF SALES COMPANY	Women's Golf Team Supplies	703.07
RQ13-01012	WELLS FARGO #1606	Meeting Support for all day Multi-Disc Faculty Mtg	223.60
RQ13-01013	RANDY W. PEEBLES	Conference-Randy Peebles	163.00
RQ13-01055	AMY STEVENS	Reimbursement-Ceremonial Scissors Purchase	186.95
RQ13-01068	LAURA ABRAMS	Seminar Registration for L.Abrams	128.80
RQ13-01071	KATHRYN NUNEZ	Seminar Registration for K.Nunez	35.00
RQ13-01072	BERNADETTE SANTANA	Seminar Registration for B.Santana	35.00
RQ13-01083	WELLS FARGO #1598	Survey Monkey for certificate development	48.00
RQ13-01088	WELLS FARGO #4198	UC Berkeley Catalogs for Library	28.71
RQ13-01089	WELLS FARGO #4198	UC Davis Catalog for Library	11.99
RQ13-01101	CRAIG HAYWARD	To Pre-Pay Conference Fee	60.00
RQ13-01115	THE EMBROIDERY STORE	Golf bag embroidery	58.99
RQ13-01163	COAST FITNESS REPAIR SHOP	Fitness Equipment Repair	1,592.35
RQ13-01164	COAST FITNESS REPAIR SHOP	Fitness Equipment Repair	283.92
RQ13-01165	COAST FITNESS REPAIR SHOP	Fitness Equipment Repair	160.55
RQ13-01170	JOSTEN'S	Commencement attire rental	193.20
RQ13-01206	TIM SWISS	Repair of equip - SCLC	80.00
RQ13-01254	CA DEPT OF TOXIC SUBSTANCES CONTROL	EPA Toxic Substances Control Fee	22.50
RQ13-01256	CA DEPT OF TOXIC SUBSTANCES CONTROL	EPA ID and Manifest Fee	265.00
RQ13-01269	A-1 AWARDS	Office Signage	75.43
RQ13-01277	SJM INDUSTRIAL RADIO	Repair for Yellow Campus Call Boxes	280.00
RQ13-01286	WELLS FARGO #3317 (DISTRICT)	Vendor: William Spelmen Executive Search (E-Book)	19.95
RQ13-01287	JANE ROSENKRANS	Reimbursement-Toner Purchase for office use	173.25
RQ13-01290	JOYCE SEMANIK	Reimbursement-Purchase of HP Toner for Office	161.61
RQ13-01291	BRIAN MCMAHON SADDLEBACK COLLEGE	Pesticide seminars for Brian McMahon	160.00
RQ13-01296	S & B FOODS	Catering- New FT Orientation	629.85
RQ13-01308	A-1 AWARDS	Plaques for Academic Senate	21.00
RQ13-01309	SOKHA SONG	Reimburse Employee Expense During Career Fair	10.75

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Includes 07/11/2012 - 08/07/2012

Requisition Number	Vendor Name	Description	Requisition Total
RQ13-01312	SOUTH COAST FAMILY	Medical Evaluation - Police Officer	235.00
	MEDI-CENTER, INC.		
RQ13-01317	R.M. SYSTEMS, INC.	Repair Fire Alarm Switch/Repair B300 Alarm	1,022.50
RQ13-01319	ARLENE THOMAS	Reimbursement to Faculty	112.33
RQ13-01320	HALEY NGUYEN	Reimbursement to Faculty	346.52
RQ13-01324	S & B FOODS	Refreshments-Int'l Student Office Fall Orientation	622.80
RQ13-01327	SOPHIE MILLER	Reimbursement-Office Supplies for Mgmt Retreat	158.40
RQ13-01329	THE EMBROIDERY STORE	Embroidery for women's golf bags	23.60
RQ13-01347	WELLS FARGO #1606	Battery Purchase-Battery Systems	1,017.98
RQ13-01379	LIDS TEAM SPORTS	W XC/TF boycott shorts for F'12/S'13 seasons	478.55
RQ13-01384	DENNIS GORDON	Chancellor's Budget Workshop	127.18
RQ13-01391	WELLS FARGO #3317 (DISTRICT)	Certification.pmi.org	555.00
RQ13-01420	AMY STEVENS	Reimbursement-Two copies of writing book	24.88
RQ13-01464	JIM GASTON	Reimb for BbWorld 2012, New Orleans	2,293.32
RQ13-01479	S & B FOODS	Refreshments for Opening Session	750.00
RQ13-01481	INTERNATIONAL E-Z UP, INC.	Emergency canopy supplies	1,260.68
RQ13-01483	WELLS FARGO #1606	Auto Scrubber Batteries-Powerton	140.00
RQ13-01484	THE EMBROIDERY STORE	Women's golf embroidery	158.39
RQ13-01491	FONTIS SOLUTIONS div of IMAGE	Prescription pads for health center	210.11
	DISTRIBUTION SERV		
RQ13-01500	SO. ORANGE CO. COMM. COL.DIST	Pett Grant Overpayments	3,113.00
RQ13-01504	SOPHIE MILLER	Reimbursement-Supplies-SC Bridge Dedication	149.24
RQ13-01511	SIERRA SOIL, INC.	Ground supplies	1,034.40
RQ13-01521	ENVIRONMENTAL NATURE CENTER	Field Trip fee for Environmental Nature Center	50.00
RQ13-01526	ROCKY CIFONE	Conference Reimbursement-Econ Forecast	73.56
RQ13-01527	IRVINE VALLEY COLLEGE	To correct deposit error	4,280.00
RQ13-01533	ARLENE THOMAS	Reimbursement to Faculty for Supplies	96.88
RQ13-01534	HALEY NGUYEN	Reimbursement to Faculty for Supplies	225.01
RQ13-01536	M. KLEMME TECHNOLOGY CORP.	Repair of Boom Poles	69.65
RQ13-01538	MATCO TOOLS CREDIT	Automotive shop materials	991.31
	DEPARTMENT		
RQ13-01544	CAROL HILTON	Conference-State Budget Workshop	96.50
RQ13-01546	S & B FOODS CATERING DIVISION	Refreshments for Fiscal Meeting 8/01/12	17.13
RQ13-01551	WELLS FARGO #3317 (DISTRICT)	iTunes Store-QSX License	19.99
RQ13-01561	RED DIGITAL CAMERA COMPANY	Storage device for Epic Camera	277.10
RQ13-01563	REPRO XPRESS	SC Science Building Drawings	503.10
RQ13-01570	MATCO TOOLS CREDIT	Automotive shop materials	1,072.83
	DEPARTMENT		
RQ13-01573	MATCO TOOLS CREDIT	Auto Tech Replacement Tools	1,802.24
	DEPARTMENT		
RQ13-01578	WELLS FARGO #3317	Air cleaners for Risk Mgmt	140.06
RQ13-01579	WELLS FARGO #3317	Air cleaners for Fiscal Svcs/Acctg/Payroll	420.19
RQ13-01590	WELLS FARGO #4198	Smart & Final-Cert. Training Items	200.00
RQ13-01618	HORN IMPROVEMENT	Instrument repair	319.18
RQ13-01622	JOHN FELLNER	Reimbursement for Mooring Fees-MST 224	42.00
RQ13-01638	JESSICA M. CHA	Reimbursement for office supplies	15.40
RQ13-01639	RED DIGITAL CAMERA COMPANY	Red Camera Repairs	42.63
RQ13-01652	CORA SWANSON	Reimburse for Office Supplies	40.45
Total			87 41,301.92

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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Fund Summary				
Fund	Description	Requisition Count	Amount	
01	General Fund	84	39,636.26	
40	Capital Outlay Fund	2	1,525.60	
68	Self-Insurance Fund	1	140.06	
Total		87	<u>41,301.92</u>	

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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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. 160890 through 161589 processed through the Orange County Department of Education, totaling \$4,563,980.12; and Checks No. 010443 through 010475, processed through Saddleback College Community Education, totaling \$38,111.41; and Checks No. 009014 through 009026, processed through Irvine Valley College Community Education, totaling \$90,693.62 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 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
160890	07/11/2012	JULIUS A. IBANEZ	1,500.00
160891	07/11/2012	IRVINE VALLEY COLLEGE	15.00
160892	07/11/2012	K 5600 LIGHTING, INC.	71.65
160893	07/11/2012	KELLY-WRIGHT HARDWOODS	487.68
160894	07/11/2012	MARK KRUHMIN	645.19
160895	07/11/2012	DIANE LEWIS	421.89
160896	07/11/2012	MAKER SHED INC	160.80
160897	07/11/2012	MANCHIK AND ASSOCIATES	10,000.00
160898	07/11/2012	MIROSLAVA MANCHIK	480.84
160899	07/11/2012	KARLA VIVIANA MARTINEZ	50.00
160900	07/11/2012	MATHOBOTIX	12,320.00
160901	07/11/2012	MC DOWELL-CRAIG OFFICE FURNITURE	285.41
160902	07/11/2012	JENNIFER MC GEE	50.00
160903	07/11/2012	McLOGAN SUPPLY COMPANY, INC.	4,867.69
160904	07/11/2012	MICRO CENTER A/R	247.69
160905	07/11/2012	MILLENNIUM BUSINESS SERVICES Marty Cohn	1,033.67
160906	07/11/2012	DEVON MOHAMED	204.48
160907	07/11/2012	MONTGOMERY HARDWARE	2,376.03
160908	07/11/2012	MOULTON-NIGUEL WATER DIST.	12,851.09
160909	07/11/2012	MSC INDUSTRIAL SUPPLY CO.	228.20
160910	07/11/2012	NASFAA NATIONAL CONFERENCE	2,526.00
160911	07/11/2012	NORTH STATE ENVIRONMENTAL	270.23
160912	07/11/2012	OC Treasurer-Tax Collector	9,336.00
160913	07/11/2012	ORANGE CO. FARM SUPPLY	350.83
160914	07/11/2012	OC REGISTER COMMERCIAL BILLING	1,450.00
160915	07/11/2012	OCE-IMAGISTICS	150.80
160916	07/11/2012	LUCAS OCHOA	140.06
160917	07/11/2012	ORANGE EMPIRE CONFERENCE JOHN KEEVER, COMMISSIONER	5,000.00
160918	07/11/2012	ORCHARD SUPPLY HARDWARE	47.26
160919	07/11/2012	ORKIN PEST CONTROL 711	1,934.00
160920	07/11/2012	LUZ MARIA ORTEGA	837.13
160921	07/11/2012	ORKIN PEST CONTROL 711	93.60
160922	07/11/2012	PAULINES PROFESSIONAL POTPOURRI	7,125.83
160923	07/11/2012	POINT AND CLICK SOLUTIONS INC	12,375.00
160924	07/11/2012	RICOH AMERICAS CORPORATION RICOH CUSTOMER FINANCE CORP.	70.70
160925	07/11/2012	RICOH AMERICAS CORPORATION	380.55
160926	07/11/2012	ROTH CARNEY APC	6,846.00
160927	07/11/2012	FHEG SADDLEBACK BOOKSTORE STORE 296 MA 2961312	131.16
160928	07/11/2012	CHARLES C. STILL SECURE LIVE SCAN	30.00
160929	07/11/2012	SECURITAS SECURITY SVCS, USA	367.68
160930	07/11/2012	KYLE SEITZ	1,860.00
160931	07/11/2012	CRYSTAL SHOMPH	1,480.00
160932	07/11/2012	SMART LEVELS MEDIA	1,131.38
160933	07/11/2012	DENISE SONNENBERG	2,805.00
160934	07/11/2012	SPECTRUM CHEMICAL MFG. CORP.	37.43
160935	07/11/2012	U.S. DATA TRUST CORPORATION	6,000.00

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
160936	07/11/2012	ULINE ATTN: ACCOUNTS RECEIVABLE	238.34
160937	07/11/2012	UNITED INTERIORS	8,594.99
160938	07/11/2012	USA MOBILITY WIRELESS, INC.	65.21
160939	07/11/2012	WALTERS WHOLESALE ELECTRIC	2,040.78
160940	07/11/2012	WEST PAYMENT CENTER	569.76
160941	07/11/2012	DOUGLAS WESTLAKE	180.00
160942	07/11/2012	XEROX CORP.	235.44
160943	07/11/2012	XEROX CORPORATION	568.90
160944	07/11/2012	ROCKVIEW FARMS	284.80
160945	07/11/2012	SAFEWAY INC/PAVILIONS	902.25
160946	07/11/2012	SO. ORANGE CO. COMM. COL. DIST	3,315.60
160947	07/11/2012	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	3,562.94
160948	07/11/2012	PYRO-COMM SYSTEMS	4,925.00
160949	07/11/2012	SECURITAS SECURITY SVCS, USA	1,240.92
160950	07/11/2012	DENISE SONNENBERG	385.00
160951	07/11/2012	WELLS FARGO BANKS ACCOUNT ANALYSIS	18,210.91
160952	07/11/2012	ADI	35.03
160953	07/11/2012	KATE ALDER	167.78
160954	07/11/2012	AMBER MARINE	920.91
160955	07/11/2012	BRAND ATHLETICS LIDS TEAM SPORTS	2,546.93
160956	07/11/2012	CALIFORNIA POWER PARTNERS, INC.	90,641.25
160957	07/11/2012	CARAVAN CANOPY INT'L, INC.	982.51
160958	07/11/2012	CAROLINA BIOLOGICAL SUPPLY	148.91
160959	07/11/2012	CDW GOVERNMENT, INC.	156.76
160960	07/11/2012	COLLEGE BRAIN TRUST	6,434.00
160961	07/11/2012	COLLEGE HEALTH SERVICES, LLC	6,350.00
160962	07/11/2012	COMPUTER PROTECTION TECHNOLOGYCORPORATE OFFICE	460.00
160963	07/11/2012	CONSOLIDATED ELECTRICAL DIST.	138.88
160964	07/11/2012	CULLIGAN	2.85
160965	07/11/2012	CUTTING EDGE SYSTEMS	7,897.20
160966	07/11/2012	DA CAPO MUSIC	1,872.05
160967	07/11/2012	DANA POINT YACHT MAINTENANCE	63.80
160968	07/11/2012	STEPHEN DUBAY	164.97
160969	07/11/2012	EN4ORM OFFICE INTERIORS	2,340.87
160970	07/11/2012	EXCELSIOR ELEVATOR CORPORATION	975.00
160971	07/11/2012	FIREBRAND MEDIA, LLC	1,600.00
160972	07/11/2012	FISHER SCIENTIFIC	207.20
160973	07/11/2012	CDW GOVERNMENT, INC.	504.19
160974	07/12/2012	THERESA Y. CHIANG	809.53
160975	07/12/2012	LUZ MARIA ORTEGA	926.74
160976	07/12/2012	ROBERT D. RUBIN	1,151.33
160977	07/12/2012	ANTHONY TENG	2,525.00
160978	07/12/2012	TFP GROUP	7,811.00
160979	07/12/2012	WARE DISPOSAL CO., INC.	65.00
160980	07/12/2012	CRESCENT SOLUTIONS	8,160.00
160981	07/12/2012	CRESCENT STAFFING, INC.	13,832.00
160982	07/12/2012	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	10,843.38

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
160983	07/12/2012	ENAMIX, INC.	2,240.00
160984	07/12/2012	FACILITIES PLANNING & PROGRAM SERVICES, INC	7,180.00
160985	07/12/2012	GKKWORKS	2,691.04
160986	07/12/2012	HALL & FOREMAN, INC.	4,000.00
160987	07/12/2012	JOYCE INSPECTION & TESTING	6,048.00
160988	07/12/2012	MC CARTHY BUILDING COMPANIES	30,857.00
160989	07/12/2012	PERCEPTIVE SOFTWARE	1,362.50
160990	07/12/2012	RGP PLANNING & DEVELOPMENT SERVICES	20,523.19
160991	07/12/2012	RJM DESIGN GROUP, INC.	1,110.01
160992	07/13/2012	KATE ALDER	65.16
160993	07/13/2012	HENCELYN CHU	23.93
160994	07/13/2012	GRESHAM SAVAGE NOLAN & TILDEN ATTORNEYS AT LAW	1,770.00
160995	07/13/2012	JONDA HALCOMB	2,390.15
160996	07/13/2012	HARBOR FREIGHT TOOLS	788.61
160997	07/13/2012	HARDY DIAGNOSTICS ACCOUNTS RECEIVABLE	143.92
160998	07/13/2012	HAYWARD, CRAIG	1,179.73
160999	07/13/2012	HIGHER ONE INC.	63.60
161000	07/13/2012	HOME DEPOT	5,613.17
161001	07/13/2012	INDUSTRIAL METAL SUPPLY CO.	496.51
161002	07/13/2012	DAVID B. LANG	53.99
161003	07/13/2012	LAURA'S INT PLANTSCAPE SERV	445.26
161004	07/13/2012	LOOMIS, FARGO & COMPANY	645.80
161005	07/13/2012	MACIAS, GINI & O'CONNELL, LLP	1,754.92
161006	07/13/2012	MIROSLAVA MANCHIK	193.44
161007	07/13/2012	MC KESSON MEDICAL SURGICAL	2,330.22
161008	07/13/2012	ORKIN PEST CONTROL 711	600.00
161009	07/13/2012	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	2,543.93
161010	07/13/2012	PETCO ANIMAL SUPPLIES	415.49
161011	07/13/2012	SIXTEN, INC. dba SIXTEN & ASSOC.	1,454.00
161012	07/13/2012	WARE DISPOSAL CO., INC.	549.00
161013	07/13/2012	PETCO ANIMAL SUPPLIES	200.98
161014	07/13/2012	BEST BUY BUSINESS ADVANTAGE	1,010.10
161015	07/13/2012	BLACKBAUD, INC.	6,465.00
161016	07/13/2012	CALIFORNIA POWER PARTNERS, INC.	7,500.00
161017	07/13/2012	CITRIX ONLINE	1,740.60
161018	07/13/2012	COACH AMERICA	871.70
161019	07/13/2012	COLLEGE BRAIN TRUST	5,848.98
161020	07/13/2012	DR. ANGELA COLOMBO	1,000.00
161021	07/13/2012	CPP, INC. DAVIES-BLACK PUBLISHING	3,540.00
161022	07/13/2012	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	554.00
161023	07/13/2012	FACILITIES PLANNING & PROGRAM SERVICES, INC	6,555.00
161024	07/13/2012	PAUL BONKOWSKI	50.00
161025	07/13/2012	NAOMI CHIANESE	500.00
161026	07/13/2012	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA	100.00
161027	07/13/2012	SANDRA L. HAMBRIC	225.00
161028	07/13/2012	MIKE SAUTER	180.98
161029	07/16/2012	JENNA GILLESPIE	200.00

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
161030	07/16/2012	HAIR CALIFORNIA BEAUTY ACADEMY	23,210.25
161031	07/16/2012	NIKOLAS G. MONTELIBANO	500.00
161032	07/16/2012	DANIELLE WHALEY	500.00
161033	07/16/2012	AT&T	70.77
161034	07/16/2012	AT&T	27.28
161035	07/16/2012	AT & T	221.28
161036	07/16/2012	PACIFIC SCREENWORKS	956.28
161037	07/16/2012	UCSD CENTRAL CASHIER	800.00
161038	07/16/2012	SHRED-IT USA-SAN DIEGO	224.00
161039	07/16/2012	VENTEK INTERNATIONAL	675.00
161040	07/16/2012	WESTMINSTER PRESS, INC.	115.63
161041	07/16/2012	XEROX CORPORATION	4,355.13
161042	07/17/2012	VANERUM STELTER ARCHITXTURE	29,328.15
161043	07/17/2012	KATE ALDER	159.84
161044	07/17/2012	APPLE COMPUTER INC.	1,915.16
161045	07/17/2012	CATHERINE BERES	151.09
161046	07/17/2012	STATE OF CALIFORNIA/PARKS AND RECREATION	475.00
161047	07/17/2012	CDW GOVERNMENT, INC.	50,597.87
161048	07/17/2012	CENGAGE LEARNING	2,471.21
161049	07/17/2012	SPARKLETTS	833.71
161050	07/17/2012	EASTBAY TEAM SPORTS DEPT. 5374	3,932.33
161051	07/17/2012	ERC WIPING PRODUCTS, INC.	1,092.90
Unpaid Sales Tax			63.39
Expensed Amount			1,156.29
161052	07/17/2012	FEDERAL EXPRESS	25.27
161053	07/17/2012	FISHER SCIENTIFIC	294.62
161054	07/17/2012	FREEWAY AUTO SUPPLY	63.53
161055	07/17/2012	DAYLE McINTOSH CENTER FOR THE DISABLED	248.00
161056	07/17/2012	SHELL FLEET CARD SERVICES PROCESSING CENTER	2,038.85
161057	07/17/2012	CAPP ASSOCIATES, INC. COMPUTERIZED ASSESSMENT AND	800.00
161058	07/18/2012	AT&T	5,575.86
161059	07/18/2012	AT&T	14.48
161060	07/18/2012	AT&T	22.96
161061	07/18/2012	SAN DIEGO GAS & ELECTRIC	49,336.07
161062	07/18/2012	Southern California Edison AR Division Rm G-44	1,000.00
161063	07/18/2012	NANCY PADBERG	53.99
161064	07/18/2012	THOMAS JOHN PRENDERGAST	54.99
161065	07/18/2012	SAFeway INC/PAVILIONS	57.49
161066	07/18/2012	SIGN WAREHOUSE.COM	10.00
Unpaid Sales Tax			.78
Expensed Amount			10.78
161067	07/18/2012	SIGNATURE CELEBRATIONS	310.32
161068	07/18/2012	TIM SWISS	121.98
161069	07/18/2012	WOODBRIIDGE HIGH SCHOOL	300.00
161070	07/19/2012	PACIFIC PARKING SYSTEMS, INC.	5,820.00
161071	07/19/2012	PEOPLE ADMIN, INC.	8,680.00
161072	07/19/2012	PHOENIX GROUP	1,896.54

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
161073	07/19/2012	POCKET NURSE ENTERPRISES, INC.	2,221.03
		Unpaid Sales Tax	156.48
		Expensed Amount	2,377.51
161074	07/19/2012	PROGRESSIVE BUSINESS PUBLICATIONS, INC.	195.00
161075	07/19/2012	PSYCHOLOGICAL ASSESSMENT RESOURCES, INC.	1,944.00
		Unpaid Sales Tax	139.50
		Expensed Amount	2,083.50
161076	07/19/2012	QUICK CAPTION	220.00
161077	07/19/2012	NORA REDJAI	240.00
161078	07/19/2012	REFRIGERATION SUPPLIES DIST.	384.68
161079	07/19/2012	RIDDELL ALL AMERICAN	3,839.50
161080	07/19/2012	SAMY'S CAMERA	8,181.46
161081	07/19/2012	SAVEUR	19.95
161082	07/19/2012	SCANTRON CORPORATION	1,177.63
161083	07/19/2012	SHOPSMART SUBSCRIPTION DEPT	22.95
161084	07/19/2012	SIMS TREE HEALTH SPEC., INC.	403.17
161085	07/19/2012	SOUTH COAST DIST. CO.	500.53
161086	07/19/2012	STAR MAINTENANCE SUPPLY	2,998.68
161087	07/19/2012	TELEMANAGEMENT TECHNOLOGIES INC.	5,372.00
161088	07/19/2012	TRADITIONAL HOME	14.97
161089	07/19/2012	UNITED SITE SERVICES OF CALIFORNIA, INC.	117.76
161090	07/19/2012	VEGETARIAN TIMES	19.95
161091	07/19/2012	VERANDA INVOICING BUREAU	24.00
161092	07/19/2012	VISTA PAINT CORPORATE OFFICE	128.88
161093	07/19/2012	DOUGLAS WESTLAKE	100.00
161094	07/19/2012	WESTMINSTER PRESS, INC.	12,920.58
161095	07/19/2012	WITT COMPANY	1,279.53
161096	07/19/2012	XEROX CORPORATION	203.98
161097	07/19/2012	CATALYST CONSULTING	8,775.00
161098	07/19/2012	DYNTEK SERVICES INC.	19,971.49
161099	07/19/2012	EDGE DEVELOPMENT, INC.	277,939.00
161100	07/19/2012	i3 SOLUTIONS	4,000.00
161101	07/19/2012	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	59,964.40
161102	07/19/2012	JOYCE INSPECTION & TESTING	8,282.00
161103	07/19/2012	MC KENNA LONG & ALDRIDGE, LLP	585.00
161104	07/19/2012	NIMBLE CONSULTING	9,875.00
161105	07/19/2012	PARSONS BRINCKERHOFF, INC.	2,185.00
161106	07/19/2012	PENN CORPORATE RELOCATION SERVICES, INC.	250.00
161107	07/19/2012	R2A ARCHITECTURE	1,300.31
161108	07/19/2012	RR SYSTEMS, INC.	962.00
161109	07/19/2012	STRATA INFORMATION GROUP	13,837.70
161110	07/19/2012	TORREY PINES BANK ATTN: ROSE RAMSDEN	30,884.00
161111	07/19/2012	XELLERATION	2,392.50
161112	07/19/2012	ACADEMIC SENATE FOR CA COMMUNITY COLLEGES	60.00
161113	07/19/2012	DR. ROBERT BRAMUCCI	785.54
161114	07/19/2012	ARLEEN ELSEROAD	365.60
161115	07/19/2012	INNOVATIVE EDUCATORS	345.00
161116	07/19/2012	AARDVARK CLAY AND SUPPLIES	521.03

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
161117	07/19/2012	ALERT SERVICES, INC.	4,959.85
161118	07/19/2012	AMER. RED CROSS	8.00
161119	07/19/2012	AMERICAN VOLLEYBALL COACHES ASSOCIATION	155.00
161120	07/19/2012	AMTECH ELEVATOR SERVICES	806.00
161121	07/19/2012	AUCA LOS ANGELES	77.99
161122	07/19/2012	ARCHITECTURAL DIGEST EXEC. & PROFESSIONAL SVCS.	39.95
161123	07/19/2012	ARTstor	2,525.00
161124	07/19/2012	ATHENA COLLEGE OF BEAUTY	42,734.13
161125	07/19/2012	B & H PHOTO	84.00
		Unpaid Sales Tax	6.51
		Expensed Amount	90.51
161126	07/19/2012	BATTERIES PLUS, #440 LAKE FOREST STORE	264.43
161127	07/19/2012	CATHERINE BERES	228.95
161128	07/19/2012	BON APPETIT	18.00
161129	07/19/2012	MIKE BROWN GRANDSTANDS	1,000.00
161130	07/19/2012	BUDDY'S ALL STARS	1,492.74
161131	07/19/2012	CALLAWAY GOLF SALES COMPANY	703.07
161132	07/19/2012	CAREERBUILDER, LLC	8,888.00
161133	07/19/2012	CDW GOVERNMENT, INC.	9,923.79
161134	07/19/2012	CERAMICS MONTHLY	34.95
161135	07/19/2012	CHRONICLE OF HIGHER EDUCATION	82.50
161136	07/19/2012	COMPUTERLAND	62.00
161137	07/19/2012	CONSUMER REPORTS	26.00
161138	07/19/2012	COOK'S ILLUSTRATED	28.95
161139	07/19/2012	COOKING LIGHT	19.80
161140	07/19/2012	CPP, INC. DAVIES-BLACK PUBLISHING	8,865.00
161141	07/19/2012	CYNMAR CORPORATION	94.65
		Unpaid Sales Tax	6.49
		Expensed Amount	101.14
161142	07/19/2012	A. DAIGGER & COMPANY, INC.	23.99
		Unpaid Sales Tax	1.86
		Expensed Amount	25.85
161143	07/19/2012	DELL MARKETING L.P. C/O DELL USA L.P.	64.64
161144	07/19/2012	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	1,498.00
161145	07/19/2012	DWELL	14.95
161146	07/19/2012	EASTBAY TEAM SPORTS DEPT. 5374	1,858.95
161147	07/19/2012	ECONOMIC ALTERNATIVES, INC.	358.33
161148	07/19/2012	EDWARD EIEN	1,570.00
161149	07/19/2012	DONALD L. EISENTRAUT	1,110.00
161150	07/19/2012	ELLE DECOR	14.95
161151	07/19/2012	LISA ELSTON	102.96
161152	07/19/2012	FEDERAL EXPRESS	72.32
161153	07/19/2012	FERGUSON ENTERPRISES INC #1350	413.19
161154	07/19/2012	FINE COOKING	29.95
161155	07/19/2012	THE FOOD MAGAZINE	12.00
161156	07/19/2012	FRANCHISE TAX BOARD	370.00
161157	07/19/2012	FREEWAY AUTO SUPPLY	107.58

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
161158	07/19/2012	OFFICEMAX CONTRACT INC.	2,219.58
161159	07/20/2012	QUEST CONSULTING & TRAINING CORP	17,490.00
161160	07/23/2012	TONY BARBAROTTA	975.00
161161	07/23/2012	JENNIFER HALL	975.00
161162	07/23/2012	ASHLEY JARMACK	975.00
161163	07/23/2012	REGAN LAMBERT	975.00
161164	07/23/2012	ALEXANDER LEIGH	2,000.00
161165	07/23/2012	ABRAHAM LUCAS RODRIGUEZ	1,300.00
161166	07/23/2012	LOU SAVAGE	975.00
161167	07/23/2012	CHARLES TUMLINSON	975.00
161168	07/23/2012	PEOPLE STYLEWATCH	21.89
161169	07/23/2012	SELF	14.97
161170	07/23/2012	SEVENTEEN MAGAZINE	10.00
161171	07/23/2012	SEW BEAUTIFUL SUBSCRIPTION PROFESSING	18.00
161172	07/23/2012	SEW NEWS	23.98
161173	07/23/2012	SURFACE MAGAZINE ATTN: RENEWAL DEPT	19.95
161174	07/23/2012	TEEN VOGUE	10.00
161175	07/23/2012	THREADS	32.95
161176	07/23/2012	VM+SD ST MEDIA GROUP INTERNATIONAL	42.00
161177	07/23/2012	VOGUE PATTERNS CONSUMER PROCESSING DEPT	24.61
161178	07/23/2012	VOGUE	19.97
161179	07/23/2012	W MAGAZINE SUBSCRIPTION SERVICES	10.00
161180	07/23/2012	WOMEN'S WEAR DAILY FAIRCHILD PUBLICATIONS INC.	277.10
161181	07/23/2012	HCTD., LLC c/o HUDSON PACIFIC PROPERTIES	22,750.00
161182	07/23/2012	MC CARTHY BUILDING COMPANIES	61,714.00
161183	07/23/2012	PARSONS BRINCKERHOFF, INC.	820.00
161184	07/23/2012	ACSIG/EDGE	127,431.80
161185	07/23/2012	ACSIG/EDGE	42,312.76
161186	07/23/2012	HYATT LEGAL	7,129.70
161187	07/23/2012	PRUDENTIAL INSURANCE COMPANY OF AMERICA	14,555.62
161188	07/23/2012	PRUDENTIAL INSURANCE COMPANY OF AMERICA	25,968.94
161189	07/23/2012	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,175,941.00
161190	07/23/2012	UNUM LIFE INSURANCE COMPANY	7,084.70
161191	07/23/2012	UNUM LIFE INSURANCE COMPANY	3,687.25
161192	07/23/2012	UNITED BEHAVIORAL HEALTH U.S. BEHAVIORAL HEALTH PLAN	3,070.20
161193	07/23/2012	ACSIG/EDGE	19,995.74
161194	07/23/2012	ACSIG/EDGE	5,403.64
161195	07/23/2012	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	321,295.00
161196	07/25/2012	AT & T	63.18
161197	07/25/2012	AT & T	27.00
161198	07/25/2012	AT & T	35.46
161199	07/25/2012	SOUTHERN CALIFORNIA EDISON CO.	2,835.15
161200	07/25/2012	SOUTHERN CALIFORNIA EDISON CO.	12,165.99
161201	07/25/2012	SOUTHERN CALIFORNIA EDISON CO.	23,496.25
161202	07/25/2012	SOUTHERN CALIFORNIA GAS CO.	1,532.13
161203	07/25/2012	SOUTHERN CALIFORNIA GAS CO.	1,218.03

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
161204	07/25/2012	SOUTHERN CALIFORNIA GAS CO.	44.86
161205	07/25/2012	VERIZON	140.96
161206	07/25/2012	VERIZON	333.39
161207	07/25/2012	CRAIG CONNOR	83.81
161208	07/25/2012	G & K SERVICES	225.86
161209	07/25/2012	WILL GLEN	47.40
161210	07/25/2012	GRAINGER	765.23
161211	07/25/2012	W. W. GRAINGER	616.88
161212	07/25/2012	GRANICUS, INC.	1,075.00
161213	07/25/2012	HAITBRINK ASPHALT PAVING, INC.	3,700.00
161214	07/25/2012	HARVARD BUSINESS REVIEW SUBSCRIPTION SERVICE DEPT	109.00
161215	07/25/2012	HEIDELBERG PASTRY/BISTRO SHOP	300.00
161216	07/25/2012	HELLFISH FAMILY, INC.	564.82
161217	07/25/2012	HOUSE BEAUTIFUL	15.97
161218	07/25/2012	HSACCC SHASTA COLLEGE	150.00
161219	07/25/2012	DENICE INCIONG	75.70
161220	07/25/2012	INNOVATIVE DESIGNS & MFG.	4,702.44
161221	07/25/2012	INTERIOR DESIGN	35.00
161222	07/25/2012	INTERLIGHT INT'L LIGHTING CORP	76.50
Unpaid Sales Tax			4.84
Expensed Amount			81.34
161223	07/25/2012	FHEG IVC BOOKSTORE STORE 895 MA 54-2013sm	366.89
161224	07/25/2012	JOHNSTONE SUPPLY	285.52
161225	07/25/2012	KEN'S SPORTING GOODS	847.35
161226	07/25/2012	DAVIT S. KHACHATRYAN,	135.09
161227	07/25/2012	GARY I. KUSUNOKI	130.00
161228	07/25/2012	LA CUCINA ITALIANA	19.97
161229	07/25/2012	LASER SOURCE	281.87
161230	07/25/2012	KRIS LEPPEN-CHRISTENSEN	39.07
161231	07/25/2012	LIEBERT CASSIDY WHITMORE	2,500.00
161232	07/25/2012	MAIN GRAPHICS	269.91
161233	07/25/2012	MAPPING YOUR FUTURE, INC.	1,800.00
161234	07/25/2012	MICHAEL LOWELL MC CORMICK	95.09
161235	07/25/2012	MC KESSON MEDICAL SURGICAL	287.22
161236	07/25/2012	MELISSA DATA CORPORATION D.B.A. MAILERS SOFTWARE	5,490.00
161237	07/25/2012	MARCIA MILCHIKER	39.99
161238	07/25/2012	MILLENNIUM BUSINESS SERVICES Marty Cohn	1,304.23
161239	07/25/2012	ANNA MINNIECE	16.65
161240	07/25/2012	MODERN BIOLOGY	240.56
161241	07/25/2012	NAT'L ASSOC. OF BROADCASTERS	360.00
161242	07/25/2012	NATION'S RESTAURANT NEWS	29.95
161243	07/25/2012	NORTH STATE ENVIRONMENTAL	882.38
161244	07/25/2012	NUB GAMES, INC.	360.00
161245	07/25/2012	CSPI/NUTRITION ACTION HEALTHLETTER	10.00
161246	07/25/2012	OC Treasurer-Tax Collector	7,475.32
161247	07/25/2012	OCBUZZ.COM	150.00

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Check Number	Check Date	Pay to the Order of	Check Amount
161248	07/25/2012	ORANGE EMPIRE CONFERENCE JOHN KEEVER, COMMISSIONER	5,000.00
161249	07/25/2012	NUTRITION PERSPECTIVES DEPARTMENT OF NUTRITION	20.00
161250	07/25/2012	KARINE ZAKARYAN	29.98
161251	07/25/2012	CR MRIG COMPANY dba ACADEMIC IMPRESSIONS	525.00
161252	07/25/2012	ALERT SERVICES, INC.	7,015.04
161253	07/25/2012	ALLURE	13.97
161254	07/25/2012	AMERICAN CORPORATE SERVICES	160.00
		Unpaid Sales Tax	12.40
		Expensed Amount	172.40
161255	07/25/2012	APEX AUDIO	500.00
161256	07/25/2012	CALIFORNIA APPAREL NEWS SUBSCRIPTION DEPT	59.95
161257	07/25/2012	BLICK ART MATERIALS	158.39
161258	07/25/2012	CAL PRO SPORTS	395.12
161259	07/25/2012	CDW GOVERNMENT, INC.	456.63
161260	07/25/2012	COMMUNITY COLLEGE WEEK	52.00
161261	07/25/2012	CONDE NAST PUBLICATIONS	99.00
161262	07/25/2012	COSMOPOLITAN	24.97
161263	07/25/2012	COX COMMUNICATIONS	5,833.58
161264	07/25/2012	CREATIVE MACHINE EMBROIDERY SUBSCRIPTION DEPARTMENT	22.95
161265	07/25/2012	CULLIGAN WATER CONDITIONING	2.85
161266	07/25/2012	THE DATA WAREHOUSING INSTITUTEATTN: MEMBERSHIP (TDWI)	1,200.00
161267	07/25/2012	DESIGNS IN MACHINE EMBROIDERY	29.97
161268	07/25/2012	FAIRCHILD PUBLISHING dba: DETAILS	12.00
161269	07/25/2012	EBSCO SUBSCRIPTION SERVICE	1,638.60
161270	07/25/2012	ELLE MAGAZINE	8.00
161271	07/25/2012	EXPERIAN	77.00
161272	07/25/2012	FREESTYLE	1,517.95
161273	07/25/2012	FREEWAY AUTO SUPPLY	17.20
161274	07/25/2012	MC CALL PATTERN CO.	346.00
161275	07/25/2012	THE EMBROIDERY STORE	58.99
161276	07/25/2012	BCH WATERWORKS	135.00
161277	07/25/2012	PACIFIC SOD	4,920.00
161278	07/25/2012	BOB PARRETT CONSTRUCTION	74,337.18
161279	07/25/2012	PHOENIX GROUP	901.67
161280	07/25/2012	QUINN RENTAL SERVICES	1,454.98
161281	07/25/2012	RED DIGITAL CAMERA COMPANY	508.30 *
Cancelled on 07/31/2012, Cancel Register # AP07312012A			
161282	07/25/2012	RICOH USA, INC.	1,351.13
161283	07/25/2012	JANE ROSENKRANS	173.25
161284	07/25/2012	SAMY'S CAMERA ATTN: ACCOUNTS RECEIVABLES	1,919.03
161285	07/25/2012	SCANTRON CORPORATION	130.46
161286	07/25/2012	SEHI PROCOMP COMPUTER PRODUCTS	121.91
161287	07/25/2012	JOYCE SEMANIK	161.61
161288	07/25/2012	SHRED-IT USA-SAN DIEGO	140.00

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Check Number	Check Date	Pay to the Order of	Check Amount
161289	07/25/2012	SJM INDUSTRIAL RADIO	280.00
161290	07/25/2012	SOUTHERN COUNTIES OIL DBA/SC FUELS	4,600.29
161291	07/25/2012	SPECTRUM CHEMICAL MFG. CORP.	22.30
161292	07/25/2012	SPORTS FIELD INSTALLATION	35,207.00
161293	07/25/2012	TIM SWISS	80.00
161294	07/25/2012	ARLENE THOMAS	112.33
161295	07/25/2012	TURNER SIGNS & GRAPHICS	4,800.00
161296	07/25/2012	UNITED SITE SERVICES OF CALIFORNIA, INC.	236.70
161297	07/25/2012	VISTA PAINT CORPORATE OFFICE	221.32
161298	07/25/2012	WARE DISPOSAL CO., INC.	2,164.55
161299	07/25/2012	WEST PAYMENT CENTER	1,637.63
161300	07/25/2012	AMY STEVENS	186.95
161301	07/25/2012	SADDLEBACK APPLIANCES	110.21
161302	07/26/2012	PAPA PESTICIDE APPLICATORS ASSOC.	160.00
161303	07/26/2012	A-1 AWARDS	21.00
161304	07/26/2012	ADI	609.90
161305	07/26/2012	AMTECH ELEVATOR SERVICES	9,399.27
161306	07/26/2012	ARC AMER. REPROGRAPHICS CO.	17.26
161307	07/26/2012	ARTstor	4,050.00
161308	07/26/2012	B & H PHOTO	12,095.80
Unpaid Sales Tax			937.42
Expensed Amount			13,033.22
161309	07/26/2012	BARKSHIRE LASER LEVELING, INC.	1,350.00
161310	07/26/2012	BP ENERGY COMPANY CHICAGO LOCKBOX # 012130	32,112.28
161311	07/26/2012	BUDDY'S ALL STARS	72.41
161312	07/26/2012	CA DEPT OF TOXIC SUBSTANCES CONTROL	287.50
161313	07/26/2012	CALIFORNIA STAGE/LIGHTING, INC	295.40
161314	07/26/2012	COAST FITNESS REPAIR SHOP	2,036.82
161315	07/26/2012	COMPUTERLAND	1,250.00
161316	07/26/2012	CROWN FENCE	1,335.00
161317	07/26/2012	DISH NETWORK	64.77
161318	07/26/2012	SPARKLETTS	149.30
161319	07/26/2012	SPARKLETTS	566.08
161320	07/26/2012	EDMONDS COMMUNITY COLLEGE	4,985.78
161321	07/26/2012	FEDERAL EXPRESS	18.68
161322	07/26/2012	FREEWAY AUTO SUPPLY	55.65
161323	07/26/2012	BRUSTEIN & MANASEVIT, PLLC	150.00
161324	07/26/2012	DON BUSCHE	352.60
161325	07/26/2012	DOUBLETREE BY HILTON	151.62
161326	07/26/2012	JANE C. KIM	500.00
161327	07/26/2012	VALERIE SENIOR	1,214.78
161328	07/26/2012	UI TECHNICAL SUBCOMMITTEE SANTA CLARA CO. OFF. OF ED.	35.00
161329	07/26/2012	UI TECHNICAL SUBCOMMITTEE SANTA CLARA CO. OFF. OF ED.	35.00
161330	07/26/2012	UI TECHNICAL SUBCOMMITTEE SANTA CLARA CO. OFF. OF ED.	35.00
161331	07/26/2012	DIGITAL NETWORKS GROUP, INC.	19,227.39
161332	07/26/2012	ENAMIX, INC.	2,240.00

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Check Number	Check Date	Pay to the Order of	Check Amount
161333	07/26/2012	LIONAKIS	21,964.26
161334	07/26/2012	NEUDESIC, LLC	65,771.00
161335	07/26/2012	XELLERATION	2,342.20
161336	07/27/2012	HYATT REGENCY SUITES PALM SPRINGS	5,000.00
161337	07/27/2012	SOPHIE MILLER	2,471.17
161338	07/27/2012	SOKHA SONG	10.75
161339	07/27/2012	AMY STEVENS	208.13
161340	07/30/2012	XEROX CORPORATION	351.15
161341	07/30/2012	XEROX CORPORATION	3,289.67
161342	07/30/2012	A-1 AWARDS	75.43
161343	07/30/2012	AACRAO MEMBERSHIP	1,015.00
161344	07/30/2012	AACRAO MEMBERSHIP	1,218.00
161345	07/30/2012	ADCLUB ADVERTISING SERVICE	2,101.28
161346	07/30/2012	ART CULINAIRE	68.00
161347	07/30/2012	BUY PC SUPPLIES	85.24
161348	07/30/2012	CCPRO C/O CRAIG PETINAK, TREASURER	175.00
161349	07/30/2012	CHEVRON AND TEXACO BUSINESS CARD SERVICES	243.25
161350	07/30/2012	CODESP	1,850.00
161351	07/30/2012	CONSORTIUM OF SO. CALIFORNIA COLLEGES & UNIVERSITIES	250.00
161352	07/30/2012	COX COMMUNICATIONS	10.25
161353	07/30/2012	DEMCO INC.	54.01
161354	07/30/2012	FISHER SCIENTIFIC	105.68
161355	07/31/2012	AT & T MOBILITY	11.75
161356	07/31/2012	AT&T	549.99
161357	07/31/2012	AT&T	366.65
161358	07/31/2012	AT&T	1,584.80
161359	07/31/2012	SOUTHERN CALIFORNIA EDISON CO.	56,469.32
161360	07/31/2012	DARRELL DEETER	1,000.00
161361	07/31/2012	THOMAS MACKENZIE	64.82
161362	07/31/2012	NCMPR	150.00
161363	07/31/2012	WELLS FARGO #1598	1,582.96
161364	07/31/2012	WELLS FARGO #1606	308.60
161365	07/31/2012	WELLS FARGO #2078	1,641.18
161366	07/31/2012	WELLS FARGO #3317	1,732.06
		Unpaid Sales Tax	21.32
		Expensed Amount	1,753.38
161367	07/31/2012	WELLS FARGO #4198	494.79
		Unpaid Sales Tax	24.41
		Expensed Amount	519.20
161368	07/31/2012	UC REGENTS BIRCH AQUARIUM AT SCRIPPS	172.50
161369	07/31/2012	CITY OF TUSTIN ATTN: CITY MANAGER'S OFFICE	550.00
161370	07/31/2012	P & R PAPER SUPPLY COMPANY	164.24
161371	07/31/2012	PACIFIC SOD	835.07
161372	07/31/2012	PAYAM-E-ASHENA	250.00
161373	07/31/2012	PRAXAIR	118.95
161374	07/31/2012	PRO LAB DIAGNOSTICS	139.85
		Unpaid Sales Tax	9.52
		Expensed Amount	149.37

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Check Number	Check Date	Pay to the Order of	Check Amount
161375	07/31/2012	PSYCHOLOGICAL CONSULTING ASSOCIATES, INC.	350.00
161376	07/31/2012	REFFPAY, LLC	18,000.00
161377	07/31/2012	RICOH AMERICAS CORP	70.70
161378	07/31/2012	RIDDELL ALL AMERICAN	3,493.62
161379	07/31/2012	S & B FOODS CATERING DIVISION	1,780.14
161380	07/31/2012	SAFEWAY, INC.	18.26
161381	07/31/2012	SAMY'S CAMERA ATTN: ACCOUNTS RECEIVABLES	160.01
161382	07/31/2012	SARGENT-WELCH LLC VWR INTERNATIONAL	247.29
161383	07/31/2012	SEHI PROCOMP COMPUTER PRODUCTS	414.82
161384	07/31/2012	SHERATON FAIRPLEX HOTEL	3,500.00 *
Cancelled on 07/31/2012, Cancel Register # AP07312012D			
161385	07/31/2012	SHRED-IT USA-SAN DIEGO	20.00
161386	07/31/2012	SIGN A RAMA	601.51
161387	07/31/2012	SOUTH COAST FAMILY MEDI-CENTER, INC.	235.00
161388	07/31/2012	FARNOOSH SORAYA	120.00
161389	07/31/2012	SUN MOUNTAIN SPORTS	1,560.00
Unpaid Sales Tax			115.32
Expensed Amount			1,675.32
161390	07/31/2012	UNISOURCE WORLDWIDE INC.	706.30
161391	07/31/2012	USA SCIENTIFIC	213.36
161392	07/31/2012	WBCA MEMBERSHIP DEPT.	130.00
161393	07/31/2012	TROXELL COMMUNICATIONS, INC.	5,323.03
161394	07/31/2012	ALERT SERVICES, INC.	103.83
161395	07/31/2012	FOUNDATION FOR CA. COMM. COLL ATTN: TRACIE CALLAHAN/FUSION	16,768.70
161396	07/31/2012	CACCRAO C/O ALLISON CURTIS	200.00
161397	07/31/2012	CAPT BUSINESS OFFICE	334.98
161398	07/31/2012	CDW GOVERNMENT, INC.	299.16
161399	07/31/2012	CONTRACT PAPER GROUP, INC.	44,223.20
161400	07/31/2012	MW DANNER	237.42
161401	07/31/2012	DirecTV	102.99
161402	07/31/2012	ECONOMIC ALTERNATIVES, INC.	358.33
161403	07/31/2012	FONTIS SOLUTIONS div of IMAGE DISTRIBUTION SERV	210.11
161404	07/31/2012	PIERCE COLLEGE ATHLETICS	300.00
161405	07/31/2012	OFFICEMAX CONTRACT INC.	8,633.25
161406	07/31/2012	SANTA BARBARA CITY COLLEGE GOLF	900.00
161407	07/31/2012	CISCO WEBEX LLC	2,160.00
161408	07/31/2012	DAIRY DEPOT	40.24
161409	07/31/2012	G & K SERVICES	101.30
161410	07/31/2012	GLAMOUR	16.00
161411	07/31/2012	GOODWILL INDUSTRIES OF ORANGE COUNTY	600.00
161412	07/31/2012	GQ	23.97
161413	07/31/2012	W. W. GRAINGER	289.31
161414	07/31/2012	GRANICUS, INC.	1,075.00
161415	07/31/2012	GRAYBAR ELECTRIC CO.	456.15
161416	07/31/2012	KELLY GRIMES	360.00
161417	07/31/2012	MARLYS GRODT & ASSOCIATES	3,200.00
161418	07/31/2012	HARDY DIAGNOSTICS ACCOUNTS RECEIVABLE	412.82

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Check Number	Check Date	Pay to the Order of	Check Amount
161419	07/31/2012	HAWK LABELING SYSTEMS	928.99
		Unpaid Sales Tax	70.84
		Expensed Amount	999.83
161420	07/31/2012	HEIDELBERG PASTRY/BISTRO SHOP	150.00
161421	07/31/2012	HITT MARKING DEVICES, INC.	34.83
161422	07/31/2012	CHAU HONG	60.00
161423	07/31/2012	HOSHIZAKI WESTERN DC, INC.	398.69
161424	07/31/2012	IBM CORPORATION	3,527.60
161425	07/31/2012	INSTYLE SUBSCRIBER SERVICES	29.77
161426	07/31/2012	INTERLIGHT INT'L LIGHTING CORP	264.00
		Unpaid Sales Tax	19.38
		Expensed Amount	283.38
161427	07/31/2012	INTERVIEW MAGAZINE	19.97
161428	07/31/2012	IRVINE ATHLETIC BOOSTERS IRVINE H.S. FOOTBALL	250.00
161429	07/31/2012	IRVINE PIPE & SUPPLY	92.77
161430	07/31/2012	IRVINE RANCH WATER DIST.	14,396.84
161431	07/31/2012	INTERCOLLEGIATE TENNIS ASSOC. ATTENTION:MEMBERSHIP	330.00
161432	07/31/2012	JOSTEN'S	193.20
161433	07/31/2012	PIPS C/O KEENAN & ASSOCIATES	154,247.83
161434	07/31/2012	KELE INC.	153.61
		Unpaid Sales Tax	10.33
		Expensed Amount	163.94
161435	07/31/2012	KRATOS HBE	668.21
161436	07/31/2012	THE LAB DEPOT	204.91
161437	07/31/2012	LUCKY	17.97
161438	07/31/2012	MC CALLUM GROUP, INC.	3,500.00
161439	07/31/2012	MICHAEL LOWELL MC CORMICK	60.69
161440	07/31/2012	McMASTER CARR SUPPLY CO.	203.40
161441	07/31/2012	MEDCO SUPPLY COMPANY	2,724.71
161442	07/31/2012	MICRO CENTER A/R	472.96
161443	07/31/2012	MARCIA MILCHIKER	39.99
161444	07/31/2012	MILLENNIUM BUSINESS SERVICES Marty Cohn	1,784.89
161445	07/31/2012	SALLIE MILLER	35.00
161446	07/31/2012	DONALD MINEO	45.98
161447	07/31/2012	MOULTON-NIGUEL WATER DIST.	11,022.00
161448	07/31/2012	NORTH STATE ENVIRONMENTAL	13,229.85
161449	07/31/2012	OC Treasurer-Tax Collector	7,886.64
161450	07/31/2012	ORANGE CO. BUSINESS JOURNAL	79.00
161451	07/31/2012	OC REGISTER COMMERCIAL BILLING	392.21
161452	07/31/2012	OCE-IMAGISTICS	584.46
161453	07/31/2012	OLYMPIC POWDER COATING, INC.	379.60
161454	07/31/2012	ORKIN PEST CONTROL 711	250.00
161455	07/31/2012	SHERATON CERRITOS HOTEL	3,500.00
161456	08/01/2012	AT & T	55.10
161457	08/01/2012	AT & T	345.85
161458	08/01/2012	AT & T	58.24
161459	08/01/2012	AT & T	58.24
161460	08/01/2012	AT & T	58.24

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
161461	08/01/2012	SOUTHERN CALIFORNIA GAS CO.	16.94
161462	08/01/2012	XEROX CORPORATION	1,239.13
161463	08/01/2012	HOME DEPOT	1,622.25
161464	08/01/2012	IRVINE RANCH WATER DIST.	294.32
161465	08/02/2012	ARROWHEAD DRINKING WATER	40.93
161466	08/02/2012	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	15,194.45
161467	08/02/2012	CAIS	231.66
161468	08/02/2012	CDW GOVERNMENT, INC.	522.29
161469	08/02/2012	COLLIER, JANE L. C/O FKCE	180.00
161470	08/02/2012	CULLIGAN WATER CONDITIONING	49.15
161471	08/02/2012	EBERHARD EQUIPMENT	168.93
161472	08/02/2012	EDWARDS, ARNETTE C/O FKCE	180.00
161473	08/02/2012	FISHER SCIENTIFIC	3,522.44
161474	08/02/2012	FREEWAY AUTO SUPPLY	17.21
161475	08/02/2012	OFFICEMAX CONTRACT INC.	7,936.16
161476	08/02/2012	POSTMASTER	1,680.00
161477	08/02/2012	WELLS FARGO #3317	389.97
Unpaid Sales Tax			30.22
Expensed Amount			420.19
161478	08/02/2012	CATALYST CONSULTING	4,050.00
161479	08/02/2012	CSUF ASC	100,000.00
161480	08/02/2012	ENAMIX, INC.	5,600.00
161481	08/02/2012	GKKWORKS	266.70
161482	08/02/2012	HUMANSIZE	29,343.01
161483	08/02/2012	i3 SOLUTIONS	3,400.00
161484	08/02/2012	JOYCE INSPECTION & TESTING	10,086.00
161485	08/02/2012	NIMBLE CONSULTING	10,500.00
161486	08/02/2012	PENN CORPORATE RELOCATION SERVICES, INC.	3,000.00
161487	08/02/2012	R.M. SYSTEMS, INC.	1,022.50
161488	08/02/2012	R2A ARCHITECTURE	9,401.39
161489	08/02/2012	RGP PLANNING & DEVELOPMENT SERVICES	11,382.50
161490	08/02/2012	RJM DESIGN GROUP, INC.	1,724.50
161491	08/02/2012	WELLS FARGO #3317	129.99
Unpaid Sales Tax			10.07
Expensed Amount			140.06
161492	08/03/2012	AIR CLEANING TECHNOLOGY	2,200.00
161493	08/03/2012	ARC AMER. REPROGRAPHICS CO.	71.02
161494	08/03/2012	ATI	3,636.00
161495	08/03/2012	CACCRAO C/O ALLISON CURTIS	200.00
161496	08/03/2012	CAROLINA BIOLOGICAL SUPPLY	54.05
161497	08/03/2012	CLARK SECURITY PRODUCTS INC.	116.27
161498	08/03/2012	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA	35,040.00
161499	08/03/2012	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA	1,500.00
161500	08/03/2012	CULLIGAN	2.85
161501	08/03/2012	ROGER DUNN GOLF SHOPS	377.13
161502	08/03/2012	ENVIRONMENTAL NATURE CENTER	50.00
161503	08/03/2012	EUROSPORT	2,424.69
161504	08/03/2012	FEDERAL EXPRESS	177.89
161505	08/03/2012	THE FILTER CONNECTION LLC	309.60

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
			Unpaid Sales Tax 23.99
			Expensed Amount 333.59
161506	08/03/2012	FISHER SCIENTIFIC	3,766.39
161507	08/03/2012	FREEWAY AUTO SUPPLY	26.40
161508	08/03/2012	THE EMBROIDERY STORE	181.99
161509	08/06/2012	ACBO ASSOCIATION OF CHIEF	75.00
161510	08/06/2012	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	1,595.40
161511	08/06/2012	LINDA BASHOR	267.60
161512	08/06/2012	DR. ROBERT BRAMUCCI	489.31
161513	08/06/2012	STEPHANIE DIALTO	267.60
161514	08/06/2012	JIM GASTON	2,293.32
161515	08/06/2012	DENNIS GORDON	42.18
161516	08/06/2012	ELLEN POLING	880.57
161517	08/06/2012	XEROX CORPORATION	12,493.80
161518	08/06/2012	BUDDY'S ALL STARS	573.77
161519	08/06/2012	CDW GOVERNMENT, INC.	80.00
161520	08/06/2012	EDUCAUSE	3,225.00
161521	08/06/2012	EXPERIAN	77.00
161522	08/06/2012	FISHER SCIENTIFIC	279.86
161523	08/06/2012	FREEWAY AUTO SUPPLY	38.77
161524	08/06/2012	FREY SCIENTIFIC	266.76
161525	08/07/2012	AT & T MOBILITY	57.80
161526	08/07/2012	AT&T	32.30
161527	08/07/2012	AT&T	11.55
161528	08/07/2012	SOUTHERN CALIFORNIA EDISON CO.	3,610.45
161529	08/07/2012	SOUTHERN CALIFORNIA EDISON CO.	3,123.92
161530	08/07/2012	SOUTHERN CALIFORNIA EDISON CO.	235.56
161531	08/07/2012	SOUTHERN CALIFORNIA EDISON CO.	238.20
161532	08/07/2012	SOUTHERN CALIFORNIA EDISON CO.	78.84
161533	08/07/2012	XEROX CORPORATION	1,353.72
161534	08/07/2012	AMTECH ELEVATOR SERVICES	52.11
161535	08/07/2012	ARTSCENE	525.00
161536	08/07/2012	ADVANTA ENERGY	1,600.00
161537	08/07/2012	BESAFE TECHNOLOGIES, INC.	738.15
161538	08/07/2012	KRISTEN BUSH	1,190.00
161539	08/07/2012	CDW GOVERNMENT, INC.	270.27
161540	08/07/2012	CLARK SECURITY PRODUCTS INC.	8.31
161541	08/07/2012	DASS LLC	163.91
			Unpaid Sales Tax 11.31
			Expensed Amount 175.22
161542	08/07/2012	EBSCO AR SERVICE CTR	8,544.88
161543	08/07/2012	FISHER SCIENTIFIC	1,148.71
161544	08/07/2012	FREY SCIENTIFIC	1,559.51
161545	08/07/2012	FRY'S ELECTRONICS	174.47
161546	08/07/2012	CDW GOVERNMENT, INC.	83.80
161547	08/07/2012	AT&T DATACOM, INC.	155,460.70
161548	08/07/2012	BOB PARRETT CONSTRUCTION	1,884.00
161549	08/07/2012	PARTS EXPRESS	225.54

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	13.20
		Expensed Amount	238.74
161550	08/07/2012	PENN CORPORATE RELOCATION SERVICES, INC.	250.00
161551	08/07/2012	PERCEPTIVE SOFTWARE	47,150.00
161552	08/07/2012	PHOENIX BUSINESS MACHINES, INC	4,100.00
161553	08/07/2012	PREP GEAR	346.89
161554	08/07/2012	PYRO-COMM SYSTEMS	374.97
161555	08/07/2012	QORPAK BERLIN PACKAGING LLC	322.68
161556	08/07/2012	QUEST DIAGNOSTICS	266.34
161557	08/07/2012	QUICK CAPTION	110.00
161558	08/07/2012	RED DIGITAL CAMERA COMPANY	823.82
161559	08/07/2012	KEENAN REESOR	1,500.00
161560	08/07/2012	RICOH USA, INC.	34.85
161561	08/07/2012	THE RING LORD	876.12
		Unpaid Sales Tax	63.88
		Expensed Amount	940.00
161562	08/07/2012	RIO GRANDE ALBUQUERQUE THE BELL GROUP	560.67
		Unpaid Sales Tax	40.46
		Expensed Amount	601.13
161563	08/07/2012	S & B FOODS CATERING DIVISION	321.10
161564	08/07/2012	SAN JUAN COMPANY	13,310.00
161565	08/07/2012	SARGENT WELCH	1,406.22
161566	08/07/2012	SCIENCE KIT, INC.	1,444.35
161567	08/07/2012	SEHI PROCOMP COMPUTER PRODUCTS	853.38
161568	08/07/2012	SHRED-IT USA-SAN DIEGO	244.00
161569	08/07/2012	SIERRA SOIL, INC.	1,034.40
161570	08/07/2012	SMART & FINAL IRIS CO.	20.51
161571	08/07/2012	SO. ORANGE CO. COMM. COL.DIST	3,113.00
161572	08/07/2012	FARNOOSH SORAYA	120.00
161573	08/07/2012	SPECTRUM CHEMICAL MFG. CORP.	724.39
161574	08/07/2012	SURVIVAL SOLUTIONS, INC.	761.02
		Unpaid Sales Tax	56.95
		Expensed Amount	817.97
161575	08/07/2012	THOMAS SCIENTIFIC	323.99
		Unpaid Sales Tax	22.32
		Expensed Amount	346.31
161576	08/07/2012	ARLENE THOMAS	96.88
161577	08/07/2012	TRICIA TINER	300.00
161578	08/07/2012	U.S. DATA TRUST CORPORATION	6,000.00
161579	08/07/2012	ULINE ATTN: ACCOUNTS RECEIVABLE	39.47
161580	08/07/2012	UNISOURCE WORLDWIDE INC.	328.64
161581	08/07/2012	LAURIE M. VARTANIAN dba RELIABLE RESPONSE	700.00
161582	08/07/2012	VISTA PAINT CORPORATE OFFICE	122.09
161583	08/07/2012	VOIGT GLOBAL DISTRIBUTION INC.	444.57
		Unpaid Sales Tax	33.29
		Expensed Amount	477.86
161584	08/07/2012	VWR INTERNATIONAL, INC.	130.75
161585	08/07/2012	WARD'S NATURAL SCIENCE	518.21
161586	08/07/2012	MICHAEL E. WILSON	9,860.00

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
161587	08/07/2012	JIM WRIGHT	69.12
161588	08/07/2012	XAP CORPORATION	27,978.00
161589	08/07/2012	RPM CONSULTANT GROUP	2,870.00
Total Number of Checks			700
			<u>4,567,988.42</u>

Includes checks for only Bank Account COUNTY

	Count	Amount
Cancel	2	4,008.30
Net Issue		<u>4,563,980.12</u>

Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	631	3,233,097.47
12	Child Development Fund	10	7,678.10
40	Capital Outlay Fund	49	965,984.12
68	Self-Insurance Fund	4	9,562.53
71	Retiree Benefit Fund	4	349,564.38
Total Number of Checks		698	4,565,886.60
Less Unpaid Sales Tax Liability			1,906.48
Net (Check Amount)			<u>4,563,980.12</u>

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
010443	07/13/2012	ACADEMIC CHESS C/O ADAM BRODY	614.67
010444	07/13/2012	PETER COSMAKOS, LLC	5,023.97
010445	07/13/2012	NANCY Y. LARRAGOITI	140.00
010446	07/13/2012	JAN WOOD	196.00 *
Cancelled on 07/18/2012			
010447	07/17/2012	JOSHUA BALLARD SEMINARS	1,922.50
010448	07/17/2012	ESTELLA GARRISON	10.76
010449	07/17/2012	NOESS LLC	860.00
010450	07/17/2012	ALOHA REPUBLIC, LLC dba SHIRTS OF HAWAII	60.78
010451	07/17/2012	LINDA WOOD	22.37
010452	07/18/2012	JAN WOOD	196.00
010453	07/23/2012	ALICIA MIGLIARINI dba CALINK INSTITUTE	1,232.02
010454	07/23/2012	PETER COSMAKOS, LLC	162.46
010455	07/23/2012	TROY ROELEN dba PRO CAMP	881.17
010456	07/27/2012	KAYLAA FOX	441.00
010457	07/27/2012	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	416.00
010458	08/02/2012	BILLY TEES	829.68
010459	08/02/2012	PETER COSMAKOS, LLC	62.38
010460	08/02/2012	NANCY Y. LARRAGOITI	350.00
010461	08/02/2012	NOESS LLC	650.00
010462	08/02/2012	OFFICEMAX CONTRACT INC.	645.98
010463	08/02/2012	TROY ROELEN dba PRO CAMP	699.17
010464	08/02/2012	S & S WORLDWIDE ACCOUNTS RECEIVABLE	74.05
010465	08/02/2012	SADDLEBACK COLLEGE	340.00
010466	08/02/2012	JAN WOOD	483.00
010467	08/02/2012	XEROX CORPORATION	676.19
010468	08/03/2012	ACADEMIC CHESS C/O ADAM BRODY	1,602.34
010469	08/03/2012	ALICIA MIGLIARINI dba CALINK INSTITUTE	1,165.52
010470	08/03/2012	PETER COSMAKOS, LLC	13,148.68
010471	08/03/2012	ESTELLA GARRISON	35.08
010472	08/03/2012	INCREDIFLIX, INC.	1,140.00
010473	08/03/2012	MAD SCIENCE OF ORANGE COUNTY	1,890.00
010474	08/03/2012	LAURIE MURPHY-KLEIN	610.00
010475	08/03/2012	TROY ROELEN dba PRO CAMP	1,725.64
Total Number of Checks			33
			38,307.41

Includes checks for only Bank Account SC-CMED

	Count	Amount
Cancel	1	196.00
Net Issue		38,111.41

Fund Summary

Fund	Description	Check Count	Expensed Amount
09	SC Community Education Fund	32	38,111.41
Total Number of Checks		32	38,111.41
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			38,111.41

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Checks Dated 07/11/2012 through 08/07/2012

Check Number	Check Date	Pay to the Order of	Check Amount
009014	07/17/2012	IRVINE VALLEY COLLEGE	300.00
009015	07/17/2012	IRVINE VALLEY COLLEGE	16.88
009016	07/17/2012	MAD SCIENCE OF ORANGE COUNTY	3,545.50
009017	07/17/2012	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	85,400.50
009018	07/17/2012	IRVINE VALLEY COLLEGE	4.52
009019	07/18/2012	REBECCA MAY BRUBAKER	14.47 *
Reissued on 07/18/2012			
009020	07/18/2012	REBECCA MAY BRUBAKER	14.47
009021	07/27/2012	EDUCATION TO GO	993.75
009022	07/27/2012	HALA SEDKI	198.00
009023	07/27/2012	JUDY KO	40.00
009024	07/27/2012	KATE BOSTOCK	80.00
009025	08/01/2012	ACCE 2nd VICE PRESIDENT MEMBERSHIP	60.00
009026	08/01/2012	NCTA MEMBERSHIP FRANCESCA B. TAYLOR	40.00
Total Number of Checks			13
			90,708.09

Includes checks for only Bank Account IVC-CMED

	Count	Amount
Reissue	1	14.47
Net Issue		90,693.62

Fund Summary

Fund	Description	Check Count	Expensed Amount
07	IVC Community Education Fund	12	90,693.62
Total Number of Checks		12	90,693.62
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			90,693.62

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TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: July/August 2012 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: Sub-award agreements, for contracts involving bid limits the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$81,000 for equipment, supplies and maintenance projects. During July/August 2012, 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**

Crean Lutheran South High School Education Service Agreement – To provide curriculum, instruction, student services and award college credit for courses provide at the request of Crean Lutheran South High School at Irvine Valley College. Irvine Valley College	\$82,800.00 (\$2,300.00 per weekly contact hour) Funds to IVC
Keenan & Associates Loss Control Services Agreement – To provide liability insurance and loss control related services to the District at a cost of \$25,000 per year for a 3 year term. SOCCCD	\$75,000.00
SirsiDynix Agreement Amendment – To provide one year of software support, maintenance and update service at the I.T. department. SOCCCD	\$62,676.32
Townsend Public Affairs, Inc. Contract for Consultant Services – To develop and implement 1) Federal government advocacy strategy and 2) a Federal and State government advocacy strategy for the Orange County Community College Legislative Task Force. SOCCCD	\$42,000.00

Allied Barton Security Services LP Consultant Agreement – To provide unarmed security service to patrol the ATEP campus for a 1 year term. Irvine Valley College	\$35,522.00
S. Groner Associates, Inc . Consultant Agreement – To provide program analysis and planning processes for programs at the Fine Arts department. Irvine Valley College	\$20,000.00
Xelleration Work Order Agreement – To provide SharePoint workflow development services for district HR department. SOCCCD	\$17,980.00
Hyatt Regency Suites Group Sales Agreement – To provide rooms and food for the Annual Management Team Retreat on August 10-11, 2012. Saddleback College	\$16,000.00
Securitas Security Services Agreement Amendment No. 2 – To extend agreement term at an additional cost of \$15,000, to provide security services at the college. Total revised contract amount is \$81,000.00. Irvine Valley College	\$15,000.00
C.R.I. Electric, Inc. Consultant Agreement – To furnish and install electrical hook ups at Library and Reading Center. Saddleback College	\$12,925.00
Voyagers Bible Church License Agreement License Agreement – For use of 250 unspecified parking spaces at the college. Irvine Valley College	\$12,357.00
BKF Engineers Consultant Agreement – To provide survey services for the Technology & Applies Sciences renovation project. Saddleback College	\$12,000.00
Texthelp Agreement Quote – To provide windows school site license for literacy support software for 1 year, at the college. Irvine Valley College	\$10,700.51

Institute of Reading Development Partnership Agreement for Noncredit Programs – To teach reading enrichment programs offered by the college during the summer of 2012 with the Saddleback College Community Education program. Saddleback College	\$10,000.00 (estimated revenue to the college)
Janine Cirrito Consultant Agreement – To manage the content and technical aspect of the CaCareerCafe through the social network. Irvine Valley College	\$7,500.00
Systems Maintenance Services Contract Amendment – To provide server maintenance to additional equipment for an 18 month term, at the Business Science Technology department. Irvine Valley College	\$3,696.00
H2Environmental Consulting Services Agreement – To provide asbestos and lead survey, for building A400. Irvine Valley College	\$3,040.00
H2 Environmental Consulting Services Agreement Amendment No. 1 – To provide additional services relating to asbestos air monitoring project for building 26 and 524 at ATEP. Total revised agreement amount is \$33,425. Irvine Valley College	\$2,675.00
Lightning Tools LTD Software License Agreement – To provide licenses to users and software program named DeliverPoint for a 1 year term. SOCCCD	\$2,499.00
Employment Development Department Trade act Educational Agreement – To allow a student to participate in educational training services offered by the college. Irvine Valley College	\$2,440.00
Air Cleaning Technology Service Agreement – To clean and maintain all hoods, filters, ducts and exhaust fans in building SAD-200. Saddleback College	\$2,200.00

IBM Agreement – To provide licenses, software subscription and user support for the Advanced Statistics Academic, Statistics Base Academic, Custom Tables Academic and Regression Academic software for use by the Health Sciences department. Saddleback College	\$2,047.00
James Event Productions Service Agreement – To provide the use of 2 sno cone booths for an event held on August 21, 2012 at the college. Irvine Valley College	\$1,161.38
Airtek Indoor Air Solutions Agreement – To provide duct liner inspection services in the Fine Arts building. Saddleback College	\$788.00
Auto Club Speedway Consignment Agreement – To issue tickets to the college for sale on consignment to the IZOD Indy Car World Championship on September 15, 2012. Saddleback College	\$475.00
Journey Education Marketing End User Software Agreement – For Reason 6 Education software usage by the Business General Studies department. Saddleback College	\$399.99
Computerland of Silicon Valley Software License Agreement – For Intuit Quick Books Education software usage by the Business General Studies department. Saddleback College	\$259.95
Computerland of Silicon Valley Software License Agreement – For Techsmith Snagit software usage by the Business General Studies department. Saddleback College	\$110.00

RECOMMENDATION

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

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

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Saddleback College and Irvine Valley College: Final FY 2012-2013
Student Government Budgets

ACTION: Approval

BACKGROUND

On June 25, 2012, the Board of Trustees approved the tentative Saddleback College Associated Student Government (ASG) and Associated Student Government of Irvine Valley College (ASIVC) budgets for FY 2012-2013. Funding for the budgets is derived from the sale of student government activity stickers and stamps as well as bookstore and food service commissions. The budgets are established to fund student activities that are educational, social, and/or supportive of student clubs and co-curricular programs. In addition, the budgets provide funding for student scholarships.

STATUS

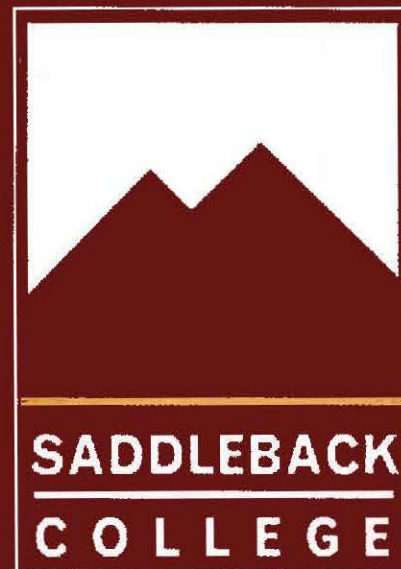
Since approval of the tentative budgets by the Board of Trustees, the unrestricted beginning balance for the Saddleback College ASG budget has increased from \$20,000 to \$345,820. The unrestricted beginning balance for ASIVC has decreased from \$157,000 to \$91,786. The SC ASG and ASIVC emergency reserve accounts are set at or above 10 percent.

The final Saddleback College ASG and ASIVC budgets for FY 2012-2013 are presented as Exhibits A and B.

RECOMMENDATION

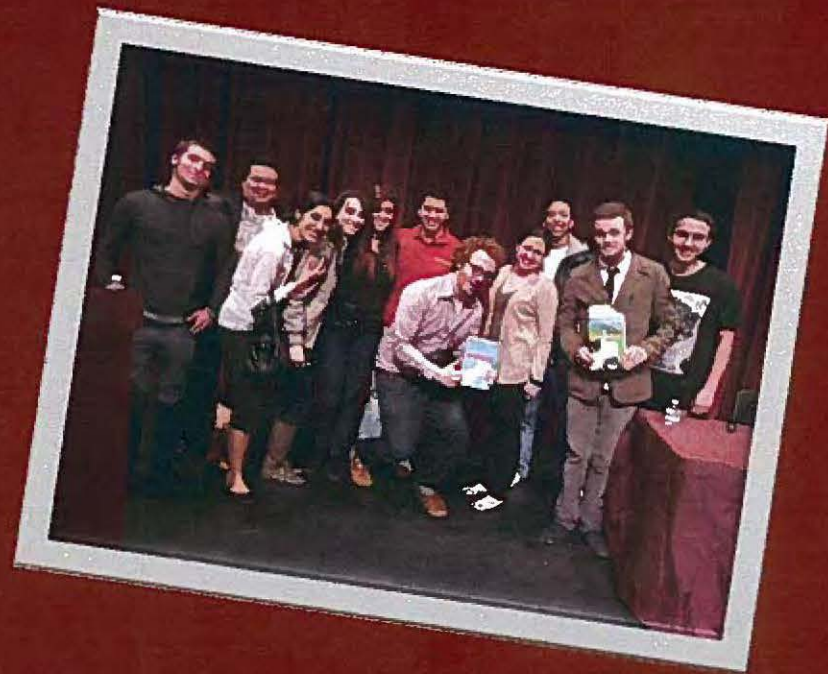
The Chancellor recommends that the Board of Trustees approve the FY 2012-2013 final student government budgets as presented in Exhibits A and B.

Saddleback College Associated Student Government Final Budget 2012-2013



Highlights of Changes

- ASG Summer Budget Committee allocated the beginning balance:
 - Scholarships
 - Reserve for Mid-Year Allocations
 - Emergency Reserve
 - Division/Area Grants
- Considerations:
 - Direct benefit to currently enrolled Saddleback College students
 - Number of students to benefit
 - Educational impact
 - Enhancement of campus life
 - Division priorities



Sources Of Funds	
Beginning Fund Balance	\$243,866.20
Minimum Guaranteed Revenue	
Bookstore	\$300,000
Cafeteria/Coffee Carts	\$17,026
Food Vending	\$10,000
Minimum Guaranteed Revenue	\$327,026
ASB Activity Stamp Sales	\$60,000
Total Sources of Funds	\$630,892
Uses of Funds	
Campus Life	\$72,754
Co-Curricular Programs	\$89,469
ASG Operations	\$117,896
Student Support	\$66,283
Contingency, Allocation for Anticipated Mid-Year Requests, Scholarships	\$284,490
Total Uses of Funds	\$630,892

Contingency, Allocation for Anticipated Mid-Year Requests, and Scholarships

	Amount
Contingency/Emergency Reserves (ASG Bylaw Mandated Minimum of 10% of Total Projected Revenue)	\$102,454.46
Allocation for Anticipated Mid-Year Requests (ASG Bylaw Mandated Minimum of 5% of Total Projected Revenue)	\$20,000
Scholarships & Awards (ASG Bylaw Mandated Minimum of 10% of Total Projected Revenue)	\$162,035
Total	\$284,490.20

Questions and Answers



2012-2013 Saddleback College ASG Budget -- Grants by Division
FINAL, August 2012

Exhibit A
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	A	B	C	D
1	Request Title	2012-2013 Budget Amount		
2	Advanced Technology & Applied Science			
3	1. Earth Week	\$5,000		
4	<i>Rollover Grant</i>	\$684		
5		\$5,684		
6	Business Science			
7	1. Business Development Project	\$1,000		
8	<i>Rollover Grant</i>	\$137		
9		\$1,137		
10	Counseling Services			
11	1. New Student/Parent Orientation	\$300		
12	<i>Rollover Grant</i>	\$109		
13		\$409		
14	Emeritus Institute			
15	1. Emeritus Institute Art Show	\$199		
16	<i>Rollover Grant</i>	\$27		
17		\$226		
18	Enrollment Services			
19	1. Outreach -- Welcome Fest	\$3,500		
20	<i>Rollover Grant</i>	\$479		
21		\$3,979		
22	Fine Arts			
23	1. Noon Concert Hour Series	\$1,720		
24	2. Guest Artists	\$5,160		
25	3. Jazz Program	\$3,440		
26	4. Readers Theater (Speech/Forensics)	\$430		
27	5. Art Lecture Series	\$860		
28	<i>Rollover Grant</i>	\$3,942		
29		\$15,552		
30	Health Sciences & Human Services			
31	1. Medical Assistant Graduation	\$270		
32	2. Human Services Graduation Reception	\$400		
33	3. Red Ribbon Substance Abuse Criminal Justice Career Fair	\$1,169		
34	4. CNSA General Meetings	\$147		
35	5. CNSA Nursing Orientation	\$100		
36	6. Nursing Pinning Ceremony	\$2,500		
37	<i>Rollover Grant</i>	\$2,144		
38		\$6,730		

2012-2013 Saddleback College ASG Budget -- Grants by Division
FINAL, August 2012

Exhibit A
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	A	B	C	D
1	Request Title	2012-2013 Budget Amount		
39	Liberal Arts			
40	1. Annual Journalism Banquet	\$850		
41	2. Dia De Los Muertos Event	\$800		
42	3. Gender Conference	\$1,500		
43	4. Ramadan Event	\$1,200		
44	5. International Film Festival	\$1,500		
45	6. Latin Film Festival	\$1,000		
46	7. Day of Silence	\$800		
47	<i>Rollover Grant</i>	\$1,504		
48		\$9,154		
49	Online and Learning Resources			
50	1. Student Study Session	\$1,000		
51	<i>Rollover Grant</i>	\$137		
52		\$1,137		
53	Math, Science & Engineering			
54	1. Science Lecture Series	\$12,500		
55	2. SM Lobby Furniture	\$229		
56	<i>Rollover Grant</i>	\$2,179		
57		\$14,908		
58	Office of Instruction			
59	1. Honors Program Awards	\$106		
60	2. Honors Recognition Ceremony	\$61		
61	<i>Rollover Grant</i>	\$154		
62		\$321		
63	Physical Education, Kinesiology & Athletics			
64	1. Tim Cartmell/Taiji Workshop	\$500		
65	<i>Rollover Grant</i>	\$1,231		
66		\$1,731		
67	Social & Behavioral Sciences			
68	1. Anthropology/Cross-Cultural Studies Brown Bag Lunch Speaker Series	\$2,500		
69	2. Sociology - ASF and PFLAG	\$1,000		
70	3. Women's and Gender Studies	\$3,000		
71	4. CD/EDUC - Speaker Series	\$2,000		
72	5. Psychology - Speaker Series	\$3,663		
73	6. GEOG Poster Session	\$1,000		
74	<i>Rollover Grant</i>	\$2,280		
75		\$15,443		

2012-2013 Saddleback College ASG Budget -- Grants by Division
FINAL, August 2012

Exhibit A
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	A	B	C	D
1	Request Title	2012-2013 Budget Amount		
76	Transfer, Career and Special Programs			
77	1. DSPS Ability Awareness Week	\$1,500		
78	2. DSPS Student & Volunteer Recognition Dinner	\$1,500		
79	3. DSPS Student/Co-Curricular Support Program	\$500		
80	4. Transfer College Fairs	\$300		
81	5. Transfer Day	\$250		
82	6. Transfer Celebration	\$2,900		
83	7. Women's Conference	\$1,500		
84	8. VETS Resource Fair/VETS Day/Recognition	\$3,250		
85	9. EOPS Student Recognition	\$1,500		
86	10. EOPS Winter Workshop	\$1,250		
87	11. Learning Resources (Re-Entry/Women)	\$225		
88	12. Career Packets for Students with Needs	\$122		
89	Rollover Grant	\$2,537		
90		\$17,334		
91	ASG (Contract Revenue)			
92	1. Office Assistant Assessment	\$80,550		
93	2. Homecoming Celebration	\$2,550		
94	3. Commencement	\$8,000		
95	4. Campus Life Program	\$35,390		
96	5. 11/12 purchases rolled in to 12/13	\$9,250		
97	Rollover Grant	\$18,571		
98		\$154,311		
99	ASG (Student Activities Fee Revenue)			
100	1. ASB Fund Card Purchase Agreement	\$11,550		
101	2. Inter-Club Council Programming Operations	\$20,000		
102	3. ASG Leadership Training Retreats	\$4,000		
103	4. Duplication	\$3,000		
104	5. Clothing	\$3,751		
105	6. Supplies	\$5,000		
106	7. Copier Agreement	\$500		
107	8. Credit Card Fee	\$45		
108	9. Postage	\$500		
109	10. Judiciary Budget	\$500		
110	11. End of the Year Banquet	\$3,000		
111	12. Marketing	\$2,000		
112	13. Diversity Student Council	\$5,000		

2012-2013 Saddleback College ASG Budget -- Grants by Division
FINAL, August 2012

Exhibit A
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	A	B	C	D
1	Request Title	2012-2013 Budget Amount		
113	14. Move Ticket Consignment	\$3,500		
114	15. Senate Programming Allocation	\$10,000		
115	16. Events Cabinet Programming	\$10,000		
116	17. Symplicity	\$16,000		
117		\$98,346		
118	Student Scholarships			
119				
120		TOTAL 2012-2013		
121		\$346,402		
122				
123				
124	Total Projected Revenue			
125	Contract Revenue		\$ 327,026	
126	ASB Stamp		\$ 60,000	
127	Total		\$ 387,026	
128				
129	Beginning Balance		\$141,412	
130				
131	Emergency Reserve		\$102,454	
132				
133	Mandatory Minimum Allocations Per Bylaws (based on projected guaranteed revenue)			
134			Minimum	Actual
135	Scholarships		\$38,703	\$162,036
136	Reserve for Mid-Year Allocations		\$19,351	\$20,000
137	Emergency Reserve		\$38,703	\$102,454
138	Totals		\$166,500	\$284,490

2012-2013 Saddleback College ASG Budget
Grants by Aggregate Category -- FINAL

Exhibit A
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	A	B	C	D	E	F	G
1	Division Sponsor	Request Title	Granted 2010-2011	Granted 2011-2012	Granted 2012-2013		
2		Campus Life					
3	ASG	ASG All Student BBQs	\$2,500	\$3,500	\$0		
4	ASG	ASG Events Cabinet Programming Budget	\$3,000	\$3,000	\$10,000		
5	ASG	ASG Homecoming Celebration	\$2,550	\$2,550	\$2,550		
6	ASG	ASG Multicultural Month	\$1,800	\$1,800	\$0		
7	ASG	ASG Senate Programming Budget	\$6,000	\$6,000	\$10,000		
8	ASG	ASG Earth Week	\$500	\$500	\$0		
9	ASG	Diversity Student Council Programming Budget	\$1,500	\$1,500	\$5,000		
10	ASG	Student Development Office: Campus Life Program	\$0	\$22,674	\$44,640		
11	FA	Instrumental Music: Supplies & Contracted Services	\$11,000	\$9,460	\$0		
12	FA	Theater Arts: Contract Services	\$61,953	\$53,280	\$0		
13	FA	Theater Arts: Rents & Leases	\$20,000	\$17,200	\$0		
14	FA	Theater Arts: Supplies	\$40,000	\$34,400	\$0		
15	FA	Theater Arts: Travel & Registration	\$2,000	\$1,720	\$0		
16	Found	Alumni Association -- Homecoming Pre-Game BBQ	\$1,000	N/A	N/A		
17	Found	Alumni Association -- Newsletter	\$500	N/A	N/A		
18	FOUND	Veterans Memorial	\$1,000	\$0	\$0		
19		Rollover Grants	\$0	\$29,720	\$564		
20		Total Campus Life	\$155,303	\$187,304	\$72,754		
21		Co-Curricular					
22	ASG	Inter-Club Council Operations	\$19,500	\$14,500	\$20,000		
23	ASG	ASG Awareness Week	\$700	\$700	\$0		
24	ASG	Community by Symplicity Software Fees	\$0	\$0	\$16,000		
25	ATAS	ATAS Earth Week	\$0	\$0	\$5,000		
26	ATAS	Fashion Show	\$1,147	\$1,147	\$0		
27	BS	Business Development Project	\$0	\$0	\$1,000		
28	EI	Emeritus Institute Art Show	\$200	\$199	\$199		
29	EI	Reflections, A Student Anthology	\$799	\$800	\$0		
30	FA	Guest Artists	\$6,000	\$5,160	\$5,160		
31	FA	Art Lecture Series	\$1,000	\$860	\$860		
32	FA	Jazz Program	\$4,000	\$3,440	\$3,440		
33	FA	CBI National College Media	\$4,000	\$3,440	\$0		
34	FA	Choral & Vocal Music Contracted Services	\$5,000	\$4,300	\$0		
35	FA	Choral & Vocal Music Supplies	\$4,000	\$3,440	\$0		
36	FA	Gallery - Contracted Services	\$2,000	\$1,720	\$0		

2012-2013 Saddleback College ASG Budget
Grants by Aggregate Category – FINAL

Exhibit A
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	A	B	C	D	E	F	G
1	Division Sponsor	Request Title	Granted 2010-2011	Granted 2011-2012	Granted 2012-2013		
37	FA	Gallery- Duplication	\$3,000	\$2,580	\$0		
38	FA	Gallery- Food Supplies	\$0	\$543	\$0		
39	FA	Gallery- Supplies	\$2,000	\$1,720	\$0		
40	FA	Noon Concert Hour Series	\$2,000	\$1,720	\$1,720		
41	FA	Readers Theater (Speech/Forensics)	\$500	\$430	\$430		
42	FA	Speech/Forensics Team Lodging, Meals, & Fees	\$10,000	\$8,600	\$0		
43	HS	Annual NSNA Convention (CNSA Club)	\$7,437	\$7,437	\$0		
44	HS	CAADE Conference	\$1,034	\$1,124	\$0		
45	HS	CNSA General Meetings	\$147	\$147	\$147		
46	HS	CNSA Nursing Orientation	\$100	\$100	\$100		
47	HS	CNSA State Convention	\$2,444	\$2,444	\$0		
48	HS	Medical Assistant Graduation	\$270	\$270	\$270		
49	HS	Mid-Year NSNA Convention (CNSA Club)	\$78	\$78	\$0		
50	HS	Promotional: Medical Assistant Program	\$80	\$0	\$0		
51	LA	Day of Silence	\$800	\$800	\$800		
52	LA	Dia De Los Muertos Event	\$800	\$800	\$800		
53	LA	Ramadan Event	\$1,200	\$1,200	\$1,200		
54	LA	International Film Festival	\$1,500	\$1,500	\$1,500		
55	LA	Latin Film Festival	\$1,000	\$1,000	\$1,000		
56	LA	Annual Journalism Banquet	\$850	\$850	\$850		
57	LA	ESL: International Voice Magazine	\$2,000	\$2,000	\$0		
58	LA	Gender Conference	\$1,500	\$1,500	\$1,500		
59	LA	The Wall Literary Magazine	\$6,500	\$6,500	\$0		
60	MSE	MSE Academic Triathlon	\$3,000	\$3,200	\$0		
61	MSE	Science Lecture Series	\$12,000	\$12,500	\$12,500		
62	OI	Honors Conference	\$960	\$960	\$0		
63	OI	Honors Program Awards	\$106	\$106	\$106		
64	OI	Honors Recognition Ceremony	\$61	\$61	\$61		
65	PEKA	American College Dance Festival	\$2,000	\$2,000			
66	PEKA	Athletic Team Officials Fees	\$30,000	\$30,000	\$0		
67	PEKA	Athletics Pep Squad Camp Workshop	\$6,500	\$6,500	\$0		
68	PEKA	Athletics Post-Season/Playoffs	\$10,815	\$4,566	\$0		
69	PEKA	Game Workers	\$8,900	\$6,500	\$0		
70	PEKA	High School Dance Concert	\$250	N/A	N/A		
71	PEKA	Tim Cartmell/Taiji Workshop	\$500	\$500	\$500		

2012-2013 Saddleback College ASG Budget
Grants by Aggregate Category -- FINAL

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	A	B	C	D	E	F	G
1	Division Sponsor	Request Title	Granted 2010-2011	Granted 2011-2012	Granted 2012-2013		
72	PEKA	Winter Dance Concert 2009 and Dance Collective 2010	\$2,000	\$0	\$0		
73	SBS	Women's and Gender Studies	\$2,500	\$3,000	\$3,000		
74	SBS	Sociology - ASF and PFLAG	\$1,000	\$1,000	\$1,000		
75	SBS	CD/EDUC - Speaker Series	\$2,000	\$2,000	\$2,000		
76	SBS	Panel Speaker	\$1,000	\$0	\$0		
77	SBS	Psychology - Speaker Series	\$3,663	\$3,663	\$3,663		
78	SBS	Anthropology Conference Student Scholarship Program	\$2,500	\$2,500	\$0		
79	SBS	Anthropology/Cross-Cultural Studies Brown Bag Lunch Speaker Series	\$2,500	\$2,500	\$2,500		
80	SBS	Geography - Poster Session	\$0	\$1,000	\$1,000		
81	SBS	Geography - Conference	\$1,500	\$1,000	\$0		
82		Rollover Grants	\$0	\$29,720	\$1,163		
83		Total Co-Curricular	\$187,341	\$181,125	\$89,469		
84		ASG Operations					
85	ASG	Copier Agreement	\$0	\$350	\$500		
86	ASG	Credit Card Fees	\$45	\$45	\$45		
87	ASG	Duplication	\$3,000	\$3,000	\$3,000		
88	ASG	End of the Year Banquet	\$1,200	\$1,200	\$3,000		
89	ASG	Leadership Training Retreats	\$6,812	\$2,562	\$4,000		
90	ASG	Movie Ticket Consignment	\$3,500	\$3,500	\$3,500		
91	ASG	Polos/Shirts/Uniforms	\$0	\$1,200	\$3,751		
92	ASG	Postage	\$500	\$500	\$500		
93	ASG	Stamp Discount Card	\$19,000	\$11,250	\$11,550		
94	ASG	Student Development Office Assistant Assessment	\$70,550	\$80,550	\$80,550		
95	ASG	Student Development/ASG Marketing	\$1,518	\$1,518	\$2,000		
96	ASG	Supplies	\$3,000	\$3,000	\$5,000		
97	ASG	Amusement Park Ticket Consignment	\$375	\$375	\$0		
98	ASG	Judiciary	\$0	\$0	\$500		
99		Total ASG Operations	\$109,500	\$109,050	\$117,896		
100		Student Support					
101	ASG	ASG Emergency Loan Program	\$3,000	\$0	\$0		
102	ASG	Commencement	\$10,200	\$8,000	\$8,000		
103	CSSP	Career Athlete Mentorship Program	\$0	\$500	\$0		
104	CSSP	New Student/Parent Orientation	\$0	\$300	\$300		
105	ES	Family Night (Outreach)	\$2,762	\$2,762	\$0		
106	ES	International Students Office Programming	\$703	\$703	\$0		

2012-2013 Saddleback College ASG Budget
Grants by Aggregate Category – FINAL

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	A	B	C	D	E	F	G
1	Division Sponsor	Request Title	Granted 2010-2011	Granted 2011-2012	Granted 2012-2013		
107	ES	Scholarship Ceremony (Student aspects)	\$9,210	\$9,210	\$0		
108	ES	Senior Day (Outreach)	\$7,118	\$7,118	\$0		
109	ES	Welcome Week (Formerly Welcome Fest)	\$3,506	\$3,506	\$3,500		
110	FA	Film II Grants	\$2,000	\$1,720	\$0		
111	FA	Film Festival	\$2,000	\$1,720	\$0		
112	FOUND	Foundation Gala	\$1,000	\$0	\$0		
113	HSBS	Human Services Graduation Reception	\$400	\$400	\$400		
114	HSBS	Human Services Promotional	\$10	\$0	\$0		
115	HSBS	Nursing Pinning Ceremony	\$2,500	\$2,500	\$2,500		
116	HSBS	Red Ribbon Substance Abuse Criminal Justice Career Fair	\$1,169	\$1,169	\$1,169		
117	LA	Student Journalism Scholarships	\$3,342	\$800	\$0		
118	LA	PTK Conference/Travel	\$0	\$2,542	\$0		
119	MSE	SM Lobby Furniture	\$929	\$229	\$229		
120	OLR	Student Study Group	\$0	\$0	\$1,000		
121	PEKA	Athletics Team Entry Fees	\$22,950	\$16,000	\$0		
122	PEKA	Athletics Team Lodging	\$18,000	\$18,000	\$0		
123	PEKA	Athletics Team Meals	\$60,000	\$60,000	\$0		
124	SBS	CDES Information Nights	\$1,000	\$1,000	\$0		
125	SS	Student Ambassadors (Outreach)	\$892	\$892	\$0		
126	TCSP	Crisis Intervention Program Workshop	\$375	\$0	\$0		
127	TCSP	DSPS Ability Awareness Week	\$1,500	\$1,500	\$1,500		
128	TCSP	DSPS Ride the Wave	\$1,000	\$200	\$0		
129	TCSP	DSPS Student & Volunteer Recognition Dinner	\$1,450	\$1,500	\$1,500		
130	TCSP	DSPS Student/Co-Curricular Support Program	\$1,000	\$500	\$500		
131	TCSP	EOPS Graduation Caps & Gowns	\$1,000	\$750	\$0		
132	TCSP	EOPS Student Recognition	\$1,500	\$1,500	\$1,500		
133	TCSP	EOPS Winter Workshop	\$1,500	\$1,250	\$1,250		
134	TCSP	Evening Transfer College Fairs	\$150	\$0	\$0		
135	TCSP	JAWS -- Junior Athletic Wheelchair Camp	\$4,000	\$1,300	\$0		
136	TCSP	Learning Resources (Re-Entry/Women)	\$225	\$225	\$225		
137	TCSP	Transfer Celebration	\$3,247	\$2,900	\$2,900		
138	TCSP	Transfer College Fairs	\$213	\$300	\$300		
139	TCSP	Transfer Day	\$187	\$250	\$250		
140	TCSP	Veterans Awareness	\$2,000	3250	\$3,250		
141	TCSP	Women's Conference	\$1,500	\$1,500	\$1,500		

2012-2013 Saddleback College ASG Budget
Grants by Aggregate Category -- FINAL

Exhibit A
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	A	B	C	D	E	F	G
1	Division Sponsor	Request Title	Granted 2010-2011	Granted 2011-2012	Granted 2012-2013		
142	TCSP	Kinesiology Mentorship Program	\$0	\$1,500	\$0		
143	TCSP	VETS Mentorship Program	\$0	\$1,500	\$0		
144	TCSP	Career Packets for Students with Needs	\$0	\$122	\$122		
145		Rollover Grants	\$11,093	\$39,029	\$34,388		
146		Total Student Support	\$184,631	\$198,147	\$66,283		
147		Totals by Year	\$636,775	\$675,626	\$346,402		
148		Contingency, Allocation for Anticipated Mid-Year Requests, Scholarships		\$245,950	\$284,490		
149		Grand Total		\$921,576	\$630,892		

Associated Students of Irvine Valley College

Final
Budget
2012-2013



Highlights of Major Changes

- Decreases in Beginning Fund Balance and Miscellaneous Income.
- Decreases in the following categories:
 - ASIVC Activity Sticker Sales
 - Bookstore/Cafeteria Summer Commission
 - ASIVC Operations
 - Contingency, Mid-Year Requests

Sources Of Funds	
Beginning Fund Balance	\$ 91,786
Minimum Guaranteed Revenue	
Bookstore	\$ 350,000
Cafeteria/Vending	50,000
Less College Assessments (Utilities/Office Assistant)	-85,000
Minimum Guaranteed Revenue	\$ 406,786
ASB Activity Sticker Sales	50,000
Miscellaneous (Summer Bookstore/Cafeteria commission)	16,000
Total Sources of Funds	\$ 472,786
Uses of Funds	
Campus Life	\$ 47,000
Co-Curricular Programs	239,536
ASIVC Operations	27,800
Contingency, Mid-Year Requests, Scholarships	103,749
Student Support	54,700
Total Uses of Funds	\$ 472,786

Campus Life: \$47,000

Campus Life are programs that provide participation for students at IVC to experience the same opportunities that they would have at four year universities.



Co-Curricular Programs: \$239,536

Co-Curricular funds support the competitive programs that enhance student success, contribute to retention, offer a national/state academic experience for students, involvement on campus, and fulfill Accreditation requirements.



ASIVC Operations: \$27,800

ASIVC funding covers operational costs of the student government offices, contract maintenance agreements for printers, copiers, and repairs of equipment in the cafeteria and bookstore.



Student Support: \$54,700

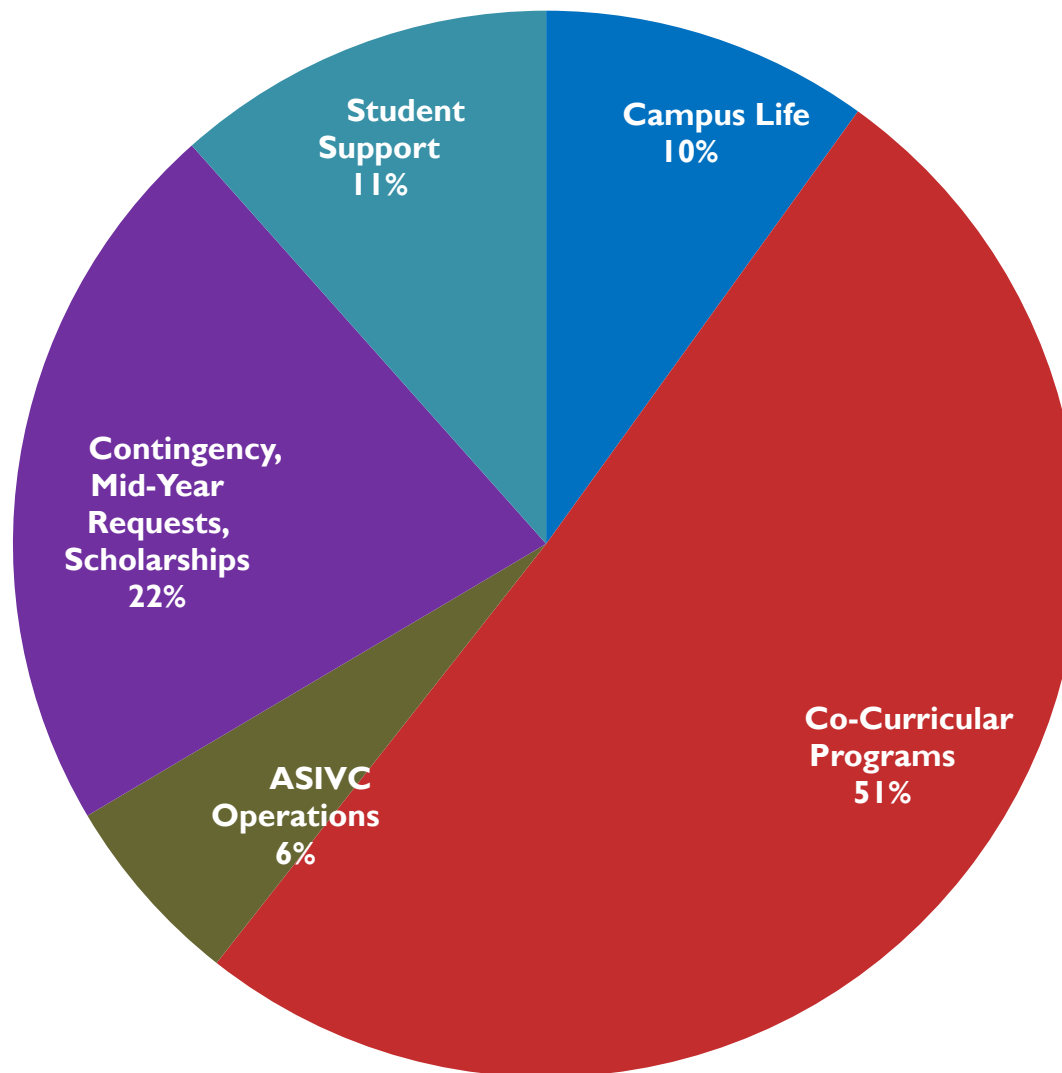
These are the program grants that are supported by ASIVC funding that have far reaching effect on all IVC students, validate their success, and provide opportunities to prepare for their majors.



Contingency, Mid-Year Requests, and Scholarships: \$103,749

	Amount
Contingency/Emergency Reserves	\$47,278
Allocation for Anticipated Mid-year Requests	\$16,471
Scholarship	\$40,000

Uses of Funds Pie Chart












Questions and Answers



STUDENT SUPPORT					
				Request	Allocation
<u>Account Number</u>	<u>Description</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2012-2013</u>
96-5173-D-M01-4-036-000-0000	Guest Speakers	\$6,000	\$6,000	\$10,000	\$8,000
96-5271-D-N26-4-073-066-0000	Transfer/Career Center	\$2,800	\$2,000	\$3,120	\$2,300
96-5271-D-N10-4-035-075-0000	Supportive Services	\$5,100	\$4,500	\$9,000	\$4,500
96-5270-D-N17-4-070-084-0000	Choral Music	✓		✓	✓
96-5630-D-N21-4-070-084-0000	Choral Music Rentals	\$6,000	\$6,000	\$11,000	\$6,000
96-5270-D-N20-4-070-084-0000	College Chorus	^		^	^
96-5830-D-N28-4-036-000-0000	Instru/Recital Advertisements	\$4,000	\$5,000	\$18,000	\$5,000
96-5271-D-M11-4-036-000-0000	Senior Day	\$7,000	\$13,000	\$13,000	\$13,000
96-5830-D-N24-4-070-084-0000	Theater	\$7,480	\$8,000	\$8,000	\$5,000
96-4600-D-N33-4-036-000-0000	Honors	\$2,650	\$3,000	\$7,750	\$2,300
96-5270-F-M80-4-070-041-0000	Journalism	\$6,000	\$4,500	\$6,000	\$4,500
96-5271-D-N38-4-030-072-0000	International Student Center	\$500	\$500	\$1,039	\$500
96-5620-D-N37-4-034-089-0000	Film Studies Program	\$1,800	\$0	\$500	\$500
96-6410-D-N25-4-036-067-0000	Child Development Center	\$500	\$0	\$0	\$0
96-4730-D-M93-4-036-000-0000	Art Gallery/Exhibition	\$1,000	\$1,000	\$1,000	\$1,000
96-4600-D-N17-4-070-084-0000	Music Department	\$3,000	\$0	\$0	\$0
	Keyboard Depart./Instr. Music	n/a	\$0	\$0	\$0
	Music/music Theory/Conf.	n/a	\$0	\$5,575	\$0
	Performing Art Center	n/a	\$0	\$0	\$0
	DSP&S - Awareness Day	n/a	\$0	\$2,900	\$2,000
	DSP&S - Wheelchair/Basket.	n/a	\$0	\$0	\$0
	TOTAL	\$53,830	\$53,500	\$96,884	\$54,700

ASIVC STUDENT CAMPUS LIFE					
				Requests	Allocation
<u>Account Number</u>	<u>Description</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2012-2013</u>
96-4720-D-M15-4-036-000-0000	Scholarship Award Ceremony	\$5,000	\$5,000	\$6,000	\$6,000
96-4710-D-M01-4-036-000-0000	Commencement	\$4,000	\$9,000	\$10,000	\$10,000
96-5811-D-M95-4-036-000-0000	ASIVC Events	\$5,000	\$6,000	\$7,000	\$7,000
96-5999-D-M95-4-036-000-0000	Clubs	\$8,000	\$8,000	\$8,000	\$8,000
96-5271-D-M95-4-036-000-0000	Multicultural Days	\$3,500	\$3,500	\$5,000	\$5,000
96-5270-D-M01-4-036-000-0000	Conferences	\$4,000	\$4,000	\$7,000	\$7,000
96-5271-D-M01-4-036-000-0000	Banquet	\$500	\$1,300	\$2,500	\$2,500
96-4900-D-M01-4-036-000-0000	Awards	\$500	\$1,000	\$1,000	\$1,000
96-5271-D-M01-4-036-000-0000	Student Host Fund	\$400	\$500	\$500	\$500
	Total	\$30,900	\$38,300	\$47,000	\$47,000

ASIVC OPERATIONS					
				Requests	Allocation
<u>Account Number</u>	<u>Description</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2012-2013</u>
96-4600-D-M01-4-036-000-0000	Office Supplies	\$2,000	\$1,500	\$2,000	\$2,000
96-5163-D-M01-4-036-000-0000	Student Lounge Worker	\$5,000	\$5,000	\$7,000	\$7,000
96-5811-D-M22-4-036-000-0000	Contract Services	\$4,000	\$7,000	\$7,000	\$4,000
96-5650-D-M01-4-036-000-0000	Equipment Repairs	\$2,500	\$2,000	\$3,000	\$13,000
96-4580-D-M01-4-036-000-0000	Duplicating	\$0	\$150	\$200	\$200
96-5269-D-M01-4-036-000-0000	Mileage	\$0	\$150	\$150	\$100
96-6410-D-M01-4-036-000-0000	Office Equipment	\$0	\$3,000	\$1,500	\$1,500
	Total	\$19,000	\$18,800	\$20,850	\$27,800
CO-CURRICULAR PROGRAMS					
				Requests	Allocation
<u>Account Number</u>	<u>Description</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2012-2013</u>
96-5270-F-M72-4-070-055-0000	Forensics	\$28,000	\$28,000	\$31,000	\$29,000
96-5270-F-N01-4-079-002-0000	Administration of Justice	\$27,000	\$27,000	\$32,552	\$28,500
96-5270-D-N18-4-070-084-0000	Wind Symphony	\$5,000	\$5,000	\$10,000	\$6,000
96-5270-F-M64-4-077-006-0000	Dance	\$18,500	\$18,500	\$26,773	\$21,500
96-5270-D-M34-036-000-0000	Phi Theta Kappa	\$17,820	\$17,820	\$19,748	\$17,000
96-5270-F-N02-4-079-002-0000	Political Science	\$26,000	\$26,000	\$28,000	\$26,000
96-5270-E-M42-4-077-006-0000	Athletics	\$110,000	\$110,000	\$111,536	\$111,536
	TOTAL	\$232,320	\$232,320	\$259,609	\$239,536
LESS ASSESSMENT					
96-5999-D-M01-4-036-000-0000	Office Assistant	\$70,000	\$70,000	\$70,000	\$70,000
96-5591-D-M22-4-036-000-0000	Utilities	\$15,000	\$15,500	\$15,000	\$15,000
	TOTAL	\$85,000	\$85,500	\$85,000	\$85,000
CONTINGENCY, MID-YEAR REQUESTS, AND SCHOLARSHIPS					
96-7600-D-M01-4-036-000-0000	Scholarships	\$80,000	\$60,000	\$60,000	\$40,000
	Mid-Year Requests				\$16,471
96-7900-D-M01-4-036-000-0000	Contingency				\$47,278
	TOTAL				\$103,749
		Total Requests			\$579,893
		Total Income			\$472,786
		Total Allocated			\$472,786

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Adoption of the Final Budget for Fiscal Year 2012-2013

ACTION: Approval

BACKGROUND

Title 5, California Code of Regulations, Section 58305C requires that by each September the Board of Trustees of each community college district shall adopt a final budget. Enclosed for approval is the proposed Final Budget for the FY 2012-2013. As required by Section 58301 of Title 5, this document has been available for public inspection at each college library.

STATUS

On June 25, 2012, the Board of Trustees approved a Tentative Budget for FY 2012-2013. Since that time, total unrestricted resources have increased from \$179,889,716 to \$180,033,416. The unrestricted General Fund ending balance on June 30, 2012 is \$21,095,459. The District Reserve for economic uncertainties has been set at 7.5% (\$10,345,556).

RECOMMENDATION

The Chancellor recommends that the Board of Trustees approve the Final Budget for FY 2012-2013, as presented in Exhibit A.

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

FY 2012-2013
FINAL
BUDGET

PRESENTED BY:
DR. DEBRA L. FITZSIMONS
VICE CHANCELLOR, BUSINESS SERVICES
AUGUST 27, 2012

THE DISTRICT



Overview: The South Orange County Community College District (SOCCCD) is a multi-campus district encompassing Saddleback College in Mission Viejo, Irvine Valley College in Irvine, and the Advanced Technology & Education Park (ATEP) in Tustin. Founded in 1967, the 382-square mile district covers almost 50 percent of Orange County and is governed by a seven-member elected Board of Trustees and a Chancellor.

Over the past four years, SOCCCD has continued to grow. Total headcount is now over 41,000 and full time equivalent students (FTES) number over 27,000. Demand for online courses and certificate programs continue to increase dramatically.

Planning Efforts: During the last two years, great strides have been made in district-wide planning and budgeting processes. The district-wide planning processes were developed and became integral to all aspects of college and district-wide decision-making and resource allocations. This was in response to accreditation recommendations.

This past year a District-wide Strategic Plan and District-wide Technology Plan and related priorities were developed and approved. In addition, facilities and capital planning have been emphasized. Hundreds of students, faculty, staff, trustees, and community members have been involved in creating a district-wide Educational and Facilities Master Plan (EFMP) 2011-2031. The master planning effort was influenced by the college strategic plans and district-wide goals, developed with involvement of all constituent groups. Both colleges have prepared and prioritized lists for maintenance needs and capital improvements over the next 20 years. To further link planning to budget recommendations and to provide transparency and inclusiveness, several initiatives were implemented, including the development and approval of Board Policy (BP) and Administrative Regulation (AR) 3110 Basic Aid Funding Allocation Process and a new Basic Aid Allocation Recommendation Committee (BAARC), which makes recommendations on capital funding, scheduled maintenance, renovations, long-term commitments, and major district-wide technology projects. This was a ground-breaking year, in that it was the first time in the district's history that district-wide and college planning drove the basic aid resources allocation recommendations with an open, inclusive, and collaborative process. Included in the newly developed planning and budget processes and committees is an evaluation element which will be used to adjust next year's cycle for planning and budget.

State Budget: The final State budget was enacted on June 28, 2012. The major components of the budget include 0% COLA, \$50 million in growth funds to restore prior lost FTES, reduced state deferrals, no changes in categorical funding, backfill for shortages in redevelopment revenue projections, and a new mandates block grant. If the November tax initiative fails, community colleges will lose the growth funds, the deferral buy down, and take a 7.5% base cut.

The new mandates block grant allows districts to receive a flat \$28 per FTES in lieu of filing individual state mandate cost claims. It would allow districts to receive funds through the apportionment process without the administrative burden of tracking the individual costs, as long as the district continues to perform the required activities. Administration is currently reviewing this alternative and has not included the revenue in the budget.

Enrollment fees have increased from \$36 to \$46 per unit beginning with the Summer 2012 term.

SOCCCD Budget: The Final Budget is based on the enacted State budget. Since the growth funds may be removed mid-year, they were not included in the college allocations. As the district does not receive any State aid for base funding, there is no contingency for the possible mid-year base cut.

The total General Fund Budget is \$224M, with \$201M unrestricted and \$23M restricted. Other funds of \$329M bring the total of all funds to \$553M.

The major changes from the Tentative Budget include an increase in the Unrestricted General Fund (UGF) beginning balance (\$5M), an increase in the UGF revenue due to improved Lottery estimates, and increases in General Expenses (\$670K). There are \$400,000 in carryover General Expense funds for IT priority projects that were approved by the colleges. Other increases are for property & liability insurance, recruitment, and a district-wide maintenance agreement. Also implemented into the Final Budget is the CSEA 2012-2015 contract and the administrators and managers classification study. The faculty contract was already implemented in the Tentative Budget.

Chancellor Poertner has reviewed the final budget and confirms that it is balanced, as is required by law. It is consistent with the Board of Trustees' budget guidelines that are contained in this document.

Dr. Debra L. Fitzsimons

*Vice Chancellor, Business Services
South Orange County Community College District*

SADDLEBACK COLLEGE BUDGET MESSAGE



Saddleback College is pleased to submit to the Board of Trustees and Chancellor Poertner a balanced budget for the 2012-2013 fiscal year. This budget utilizes income calculations in accordance with the District Resource Allocation Model.

The District Resource Allocation Committee (DRAC) process funds the college using the State SB361 apportionment calculation. Since 2007-2008, the state has not awarded Cost-of-Living-Adjustments (COLA), resulting in no increase to college income in this category for the past five years. While we have had no COLA increases, and only a marginal increase in income to the college through the resource allocation model, expenditures have continued to rise.

Final budget expenditure assumptions include funding for all existing personnel, 27 replacement faculty positions, vacant classified and management positions, step and column increases, health and welfare increases, and faculty, classified and management salary increases at actual. In addition, since 2008-2009 the college's state categorically funded programs have been cut by \$1.86M (47.5% overall), adding further pressure to the budget. While we have backfilled some of these cuts with general funds (approx. \$750K), these programs, even after taking into account general fund support, have experienced an overall reduction of approximately 30%.

Beginning in 2007-2008 when it became clear that the state would be facing serious financial difficulties over the coming years, the college planned accordingly and revised its budget practices in preparation for potential cutbacks. Saddleback limited the addition of new staff and management positions, even though there have been significant increases in workload and program needs. Saddleback also embarked on a multi-year effort of identifying and implementing greater operating efficiencies and has significantly increased its efforts for securing alternative resources. This fiscal prudence, together with one-time net savings due to the faculty early retirement incentive, has generated a prior year ending balance that has enabled us to balance the 2012-2013 final budget. In addition, we have not had to make the drastic cuts that most colleges throughout the state are experiencing.

The continuing trend of flat revenues, annually increasing costs for existing staff, and the absorption of previously categorically funded positions have resulted in our salary and benefit costs increasing as a percentage of the total budget. Consequently, the budget pressures mentioned above, coupled with substantially increased demands placed on faculty, staff and management, have created a challenge as we pursue one of our top goals: to significantly improve student success rates, namely, higher completion rates for degree, certificates and transfer. Furthermore, if this trend of flat income and increasing costs continues beyond 2012-2013, the college will be forced to implement budget reductions. The college will be paying particular attention to this scenario during the 2012-2013 year, in preparation for 2013-2014 budget.

Together with district, our Saddleback staff were actively engaged in the development and implementation of BP 3110 and AR 3110, Basic Aid Allocation Process. We applaud the creation and execution of this process, and the results for year one were understood, based on plans and data, transparent, and fair. Saddleback appreciates the leadership of

the Board of Trustees and Chancellor Poertner in the development of this process. We look forward to continuing this process and finalizing the 20-Year Capital and Scheduled Maintenance Plan to clearly identify the significant maintenance backlog and scheduled maintenance and renovation needs at Saddleback.

Although Saddleback has funding and fiscal challenges, our final budget is balanced. We appreciate our successful partnership with the Board of Trustees, Chancellor Poertner, district services and Irvine Valley College. Our faculty, staff and management remain committed to meeting our mission and moving towards our vision of being the first choice for students and enhancing efforts for increasing student completion.

Tod A. Burnett, Ed.D. President, Saddleback College
Carol Hilton, Vice President for Administrative Services

IRVINE VALLEY COLLEGE BUDGET MESSAGE



Irvine Valley College (IVC) is pleased to present to the Board of Trustees and the Chancellor a balanced FY 2012-2013 Final Budget. It is the philosophy of IVC to establish a budget in a transparent and collaborative manner, and the current budget is a product of an open dialogue of all college constituent groups and dedicated staff.

The unrestricted General Fund budget recommended through the District Resource Allocation Council (DRAC) is \$46.1 million. Major components of the budget are a \$45.1 million allocation based on the SB 361 state apportionment model, a \$2.9 million projected revenue from non-resident tuition, and assessments for district services and general expenses totaling \$6.0 million. Of the total budget, \$41.2 million, or 89 percent, has been committed to salaries and benefits, with the remainder budgeted for non-personnel expenditures and a contingency reserve.

In a “no growth” environment, built-in expenditure increases for step and column movement, medical and fringe benefits, and Cost of Doing Business (CODB) make it increasingly difficult to keep ongoing expenditures with revenues aligned. The college estimates that annually at least \$800,000 is automatically added to its baseline expenditures due to these factors. IVC regularly looks for and implements various solution measures in order to deal with this challenge. One highlight is the college’s high productivity rates measured by the weekly student contact hours per full-time equivalent faculty. In the fall of 2011, for example, the productivity ratio was at 554 which is 5.5 percent higher than the statewide norm of 525. This highly productive mode of instruction has allowed IVC to serve its student population in a very efficient manner and thus generate savings.

Another major factor that had a positive effect on the college’s fiscal stability was the faculty Early Retirement Program implemented last year. A similar measure for classified bargaining employees, which is currently underway, is expected to generate additional savings. The fiscal impact of the latter will be determined later this year.

With these positive changes in place, the college still observes an unavoidable trend of deteriorating ending balances and reserves. The college ended FY 2011-12 with a relatively low \$1.3 million ending balance compared to \$1.7 million and \$2.9 million in two preceding years, respectively. A dialogue involving the college’s governance groups and administration was initiated this summer in order to discuss and develop solution options addressing this issue.

The college is thankful to the Board of Trustees and the Chancellor for their support during these challenging economic times. This support goes a long way in assisting IVC with its mission to stay devoted to student learning through exemplary teaching, integrated support services, effective stewardship, and continued accessibility in a diverse community.

Dr. Glenn Roquemore, President, Irvine Valley College
Davit Khachatryan, Director of College Fiscal Services

ADVANCED TECHNOLOGY AND EDUCATION PARK SITE DEVELOPMENT

In 2004 the SOCCCD was conveyed 68.37 acres of land from the Department of the Navy on the former Marine Helicopter Base in Tustin and named the Advanced Technology & Education Park (ATEP). The district opened with a 1-1/2 acre campus in Fall 2007 to begin serving students and the community while the 68 acre development planning is under way. Irvine Valley College oversees the day-to-day operations of the 14,088 square feet of buildings at the ATEP site while the district services ATEP development team at South Orange County Community College District oversees development of site planning and partnerships for the full site.

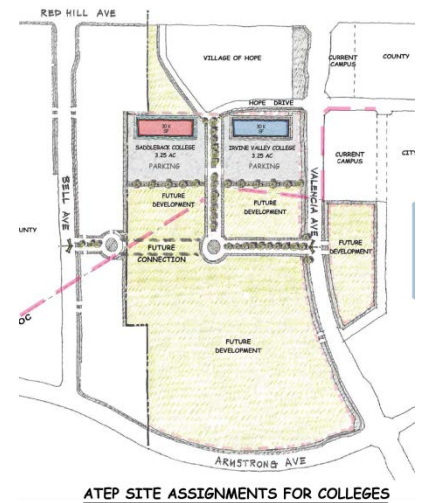
Mission

The stated mission of ATEP is to provide development opportunities for Irvine Valley College and Saddleback College as well as land use partners to support community, business and industry workforce development needs. This campus site will focus on Career Technology Education (CTE).

Accomplishments

Recent accomplishments in the planning and development of the ATEP site include:

- ❖ The board of trustees authorized the district to proceed with the first two buildings in the approved Phase 3A concept plan development of the site.
- ❖ A national search for education institution partners was launched in the summer of 2011 as C.B. Richard Ellis, commercial real estate brokers provides, efforts on the district's behalf to advertise partnership opportunities at the development site. These future partners will provide important income to the district in support of the ongoing and future costs related to site infrastructure and buildings. Commercial and business partners may also be considered as discussions continue with the City of Tustin regarding pending agreements for our extended use of the property.
- ❖ Demolition of the base buildings continues on schedule with over eighty-five percent completed at this time. All of the above ground structures of buildings on the district site will have been demolished by the end of the calendar year. In-ground demolition of foundations and grading of the site is scheduled for completion by early 2013. The clearing of the land of these buildings for development greatly increases the value of this central Orange County property.
- ❖ Meetings and discussions are ongoing with the City of Tustin and the County of Orange regarding land exchanges that will enhance the usable shape and configuration of the properties. These land exchanges will be a win-win for all the participants in the Tustin Legacy project and for our future students at the site.
- ❖ Recently ATEP was included in the new District-wide Strategic Plan: 2011-2014 and Long Range Education & Facilities Master Plan: 2011-2031. Staff from both colleges along with district services staff participated in these planning efforts.



Dr. Randy Peebles, Associate Vice Chancellor, ATEP

BUDGET DEVELOPMENT GUIDELINES

Board Philosophy:

The Board of Trustees shall support and follow fiscal policies that:

1. Ensure wise and prudent use of public resources
2. Promote financial strength and stability
3. Maximize educational opportunities for students

Participatory Governance:

An opportunity for review and input will be provided to the appropriate participatory governance groups prior to adoption of the final budget.

Guiding Principles:

The following guiding principles are provided to District Resources Allocation Council (DRAC) and the college budget committees for use when recommendations are made about the budget.

1. Reserve for Economic Uncertainties

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

2. Future Long-Term Debt Issues

No additional Certificate of Participation (COP), or other long-term debt, will be issued until:

- a. An ongoing revenue stream has been identified that covers the full payment for the existing issues.
- b. A dedicated revenue stream has been identified for the payments for the new issue.

The Board has identified this principle as having a very high priority.

3. Retirement Incentives

No retirement incentives will be provided unless one-time funds have been identified that will cover the full cost or the plan savings are sufficient to pay the cost of the incentive.

4. Area/College Allocations

The expenditure budgets for each area/college shall not exceed the projected resource allocations. Any college or district balances existing at the end of each fiscal year, either positive or negative, will result in an equivalent adjustment in the allocation in the subsequent year. In addition, the Vice Chancellor of Business Services and College Business Officers shall monitor the college budgets to ensure there are no negative balances.

5. Deficit Financing

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

6. Retiree Medical, Dental, Vision, and Medicare Coordination of Benefits (COB) Plans

To be compliant with GASB 43 and 45, an irrevocable trust was formed in FY 2007-2008 to fund medical, dental, vision, and Medicare plans for SOCCCD retirees. This trust was established and the Keenan Futuris Public Entity Investment Trust Program was selected to organize the structure and operations of the trust. Benefit Trust Company was selected to manage the funds in the trust. An actuarial study is conducted every two years to update the district's Other Post-Employment Benefits (OPEB) liability. It is the Board's intent to fully fund the liability once it is identified.

7. Basic Aid

While the SOCCCD is a basic aid district:

- a. The expenditure budgets for ongoing purposes shall be the resources that would have been available from state apportionment.
- b. Excess revenue above apportionment shall be allocated at the college or district level for one-time purposes, such as to cover some of the unfunded obligation for the retiree benefit plans.
- c. Excess revenue above apportionment shall not be used for regular ongoing expenditures, such as salaries.
- d. Excess revenue above apportionment shall not be used for any other purposes that will jeopardize the district's future financial stability.

8. One-time Cost Savings

One-time cost savings shall be allocated to purposes such as the unfunded obligation for the retiree benefit plans, or to one-time expenditures.

9. Full Time Equivalent Student Targets

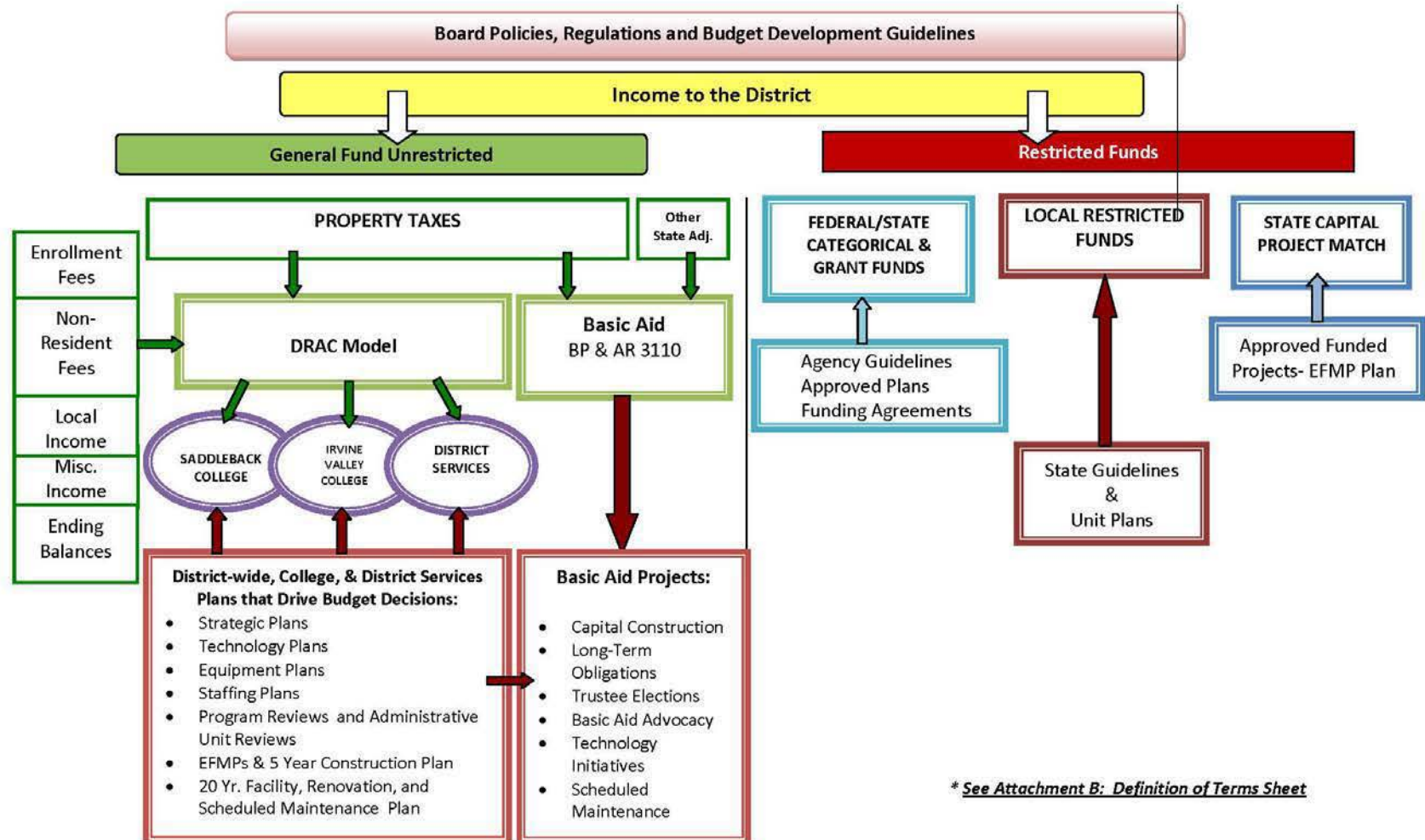
When developing the target FTES, consideration will be given to the following:

- a. The needs of students and the community
- b. The percentage of growth allocation in the state apportionment formula
- c. The FTES generated in the most recent academic year
- d. The number of FTES the college administration realistically believes can be generated

10. Funding for Growth

The District resource allocation model shall limit funding for growth FTES to a maximum of the SOCCCD individual adjusted growth rate published by California Community College System Office, adjusted by subsequent System Office revisions. District growth funding shall also be constrained by FTES growth achieved by the district, up to the maximum amount funded through the SB 361 allocation formula.

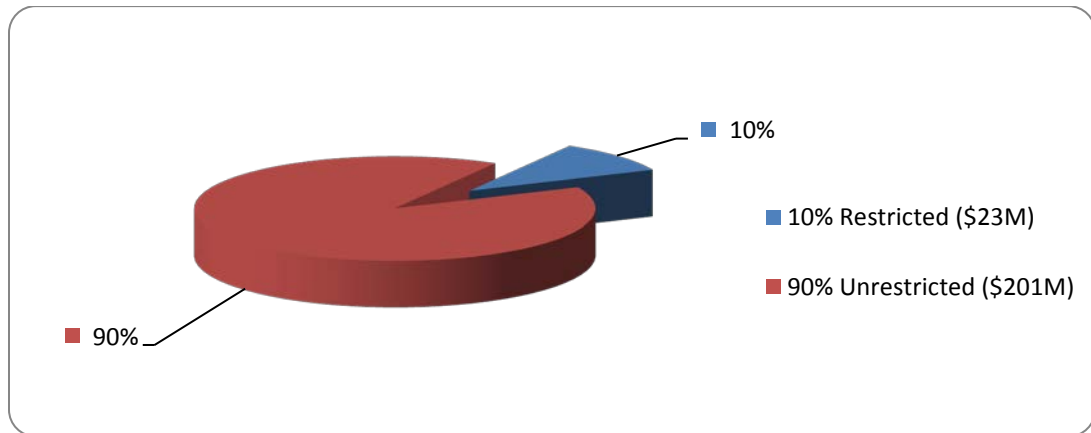
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT RESOURCE ALLOCATION PROCESS



** See Attachment B: Definition of Terms Sheet*

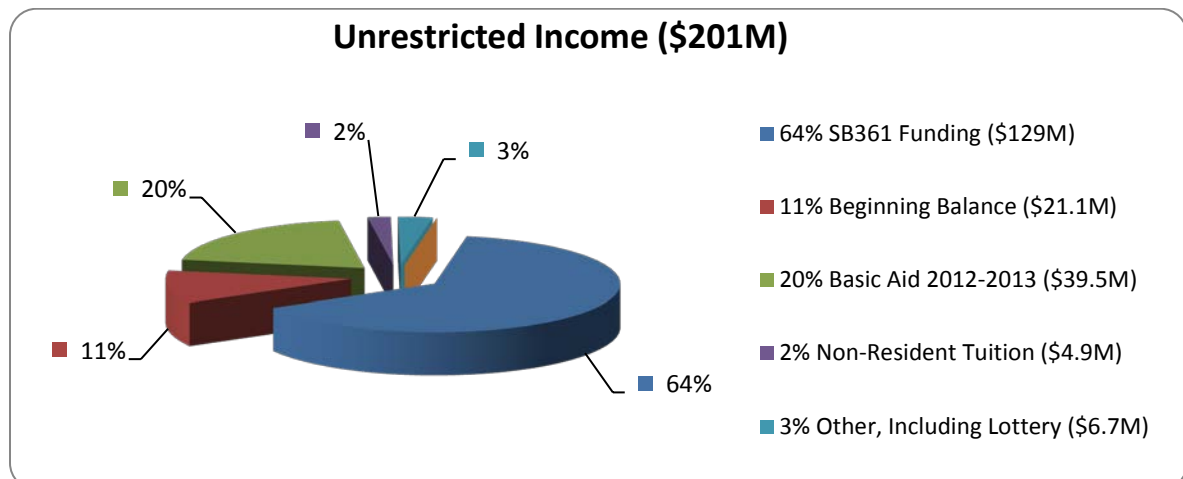
THE GENERAL FUND REVENUE

The general fund consists of accounts that are not required to be recorded in a separate fund. There are two segments of the general fund: “Unrestricted” and “Restricted”.



Unrestricted

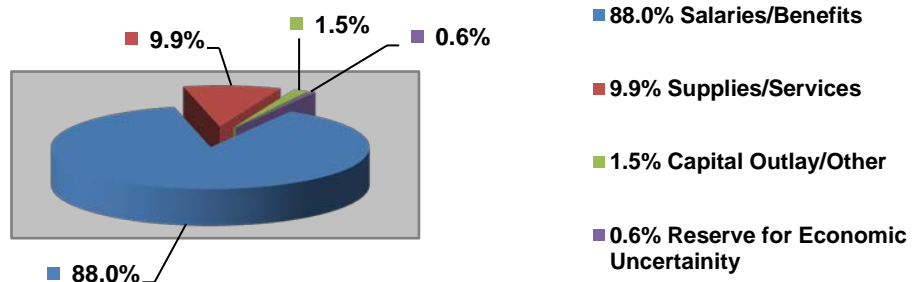
The largest segment of the fund is the *unrestricted portion*, approximately \$201 million (90% of the activity); it accounts for resources for the general purpose programs of the district. Of the resources, 64% is equivalent to the amount that would be calculated in the state-developed funding formula established by SB361, which includes state apportionment. The total amount that is equivalent to what would be potentially received from state apportionment funding (SB361) is determined by the State Budget Act and is distributed to the 72 community college districts by formulas developed by the California Community College Chancellor's Office. Apportionment recognizes changes in the COLA and student enrollment growth and/or decline. The district will not receive state apportionment funding because local property taxes and student enrollment fees exceed the calculation entitlement. The remaining part of the unrestricted resources comes from FY 2012-2013 Basic Aid (20%), Non-Resident Tuition (2%), and other sources, including Lottery (3%). The Beginning Balance, carried forward from the prior year, is (11%) of available unrestricted funds.



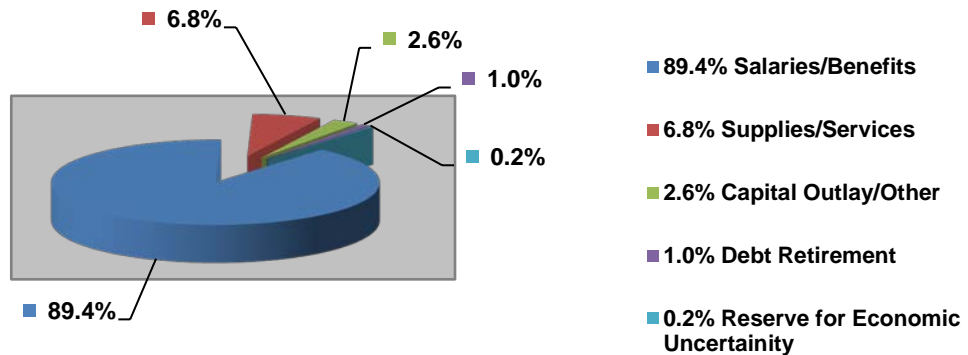
GENERAL FUND UNRESTRICTED OPERATING EXPENDITURES

Most of the expenditures in the regular college operating budgets are for employee salaries/benefits as seen below. Saddleback College salaries and benefits equal 88.0% of their operating budget and Irvine Valley College salaries and benefits equal 89.4% of its operating budget.

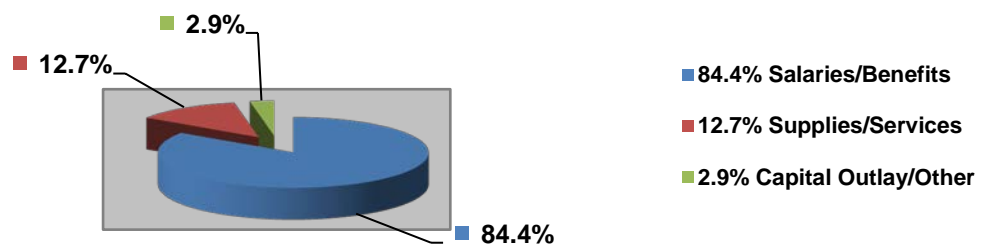
Saddleback College



Irvine Valley College

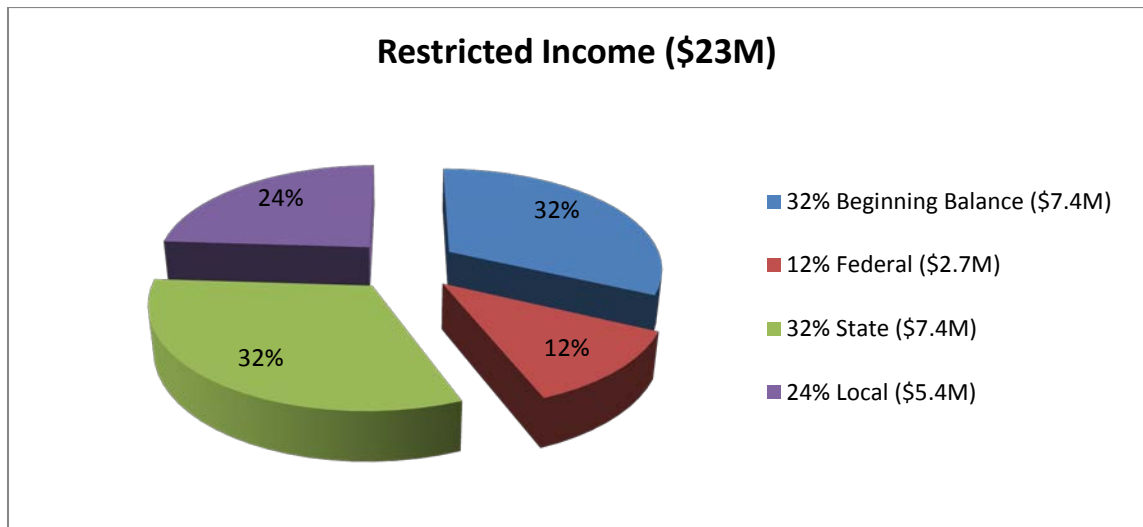


District Services



RESTRICTED

The other segment of the general fund is the *restricted portion (categorical aid and grants)*, approximately \$23 million (10% of the general fund activity); this accounts for federal, state, and local money that must be spent for a specific purpose by law or agreement. Examples of these programs, which are mostly services targeted for specific population groups, are: Perkins Title I-C, Matriculation, Extended Opportunity Programs and Services (EOPS), Disabled Students Programs and Services (DSPS), and Cooperative Agencies Resources for Education (CARE).



NOTEWORTHY GENERAL FUND ASSUMPTIONS

- Employee movement on the salary schedule (step and column increases) is included for all employee groups. The new salary schedules for administrators, managers and faculty and other negotiated payments are also built into the budget.
- Negotiated salary increases are included for all groups except POA as their negotiations have not been completed.
- The budgeted cost increase for employee benefits, including PPO medical insurance, HMO medical insurance, dental insurance, vision insurance, and Medicare COB, is estimated at 5.2%.
- Workers' Compensation insurance is budgeted at 1.8%, with no increase from FY 2011-2012.
- The Unemployment Insurance rate for FY 2012-2013 decreased from 1.61% to 1.1%.

- The Public Employees Retirement System (PERS) contribution rate is budgeted at 11.417%, a 0.494% increase from FY 2011-2012.
- The State Teachers Retirement System (STRS) contribution rate for FY 2012-2013 will remain at 8.25%.
- The property and liability insurance coverage is budgeted at \$1,000,000, an increase of \$100,000 from FY 2011-2012. This is due to increased premiums and lack of prior year rebates available to offset the costs.
- A transfer of \$2,600,000 is budgeted for the annual accrual for current employees' future retirement benefits. However, an actuarial study is being conducted to update the liability and the annual normal costs. When the study is complete and figures are confirmed, any revised costs will be addressed through a budget revision.
- The state Partnership for Excellence (PFE) payment of \$1.8 million has been eliminated from the budget.
- The district-wide General Expense Accounts include a one-time carryover of \$400,000 for IT projects as well as the following budgeted amounts:

<u>GENERAL EXPENSES</u>		
<u>EXPENSE</u>	<u>AMOUNT</u>	
Carryover IT Projects	\$ 400,000	
Offsite Technology Security	\$ 115,000	
Credit Card Service Fees	\$ 500,000	*
District Office Facilities and Maintenance	\$ 300,000	
Discrimination/Harassment Investigation Services	\$ 60,000	*
District-wide Maintenance Agreement	\$ 47,150	*
Faculty Job Fair	\$ 25,520	
Financial Audit	\$ 135,000	*
I.T. Priority Projects (now part of Basic Aid budget cycle)	\$ 0	
Labor Contract Negotiators	\$ 75,000	
Legal Advertising	\$ 15,000	
Legal Fees	\$ 450,000	*
Mandated Costs	\$ 30,000	*
Personnel Advertising	\$ 130,000	*
Phone System Maintenance Agreement	\$ 190,000	
Property & Liability Insurance	\$ 1,000,000	*
Recruitment	\$ 125,000	*
Sabbatical Bond Payments	\$ 18,000	
District-wide Strategic Planning	\$ 20,000	
Safety Compliance Cost	\$ 15,000	
Taxpayer Relief Act Compliance	\$ 39,500	
<u>TOTAL GENERAL EXPENSE ACCOUNTS</u>		<u>\$3,690,170</u>
District Office Facilities and Maintenance	\$ <300,000>	
<u>ADJUSTED GENERAL EXPENSE ACCOUNTS</u>		<u>\$3,390,170</u>

*increase in fixed expenses compared to prior year

- The FY 2012-2013 Final Budget includes inter-fund transfers as follows:

INTER-FUND TRANSFERS

From Unrestricted General Fund:	To Other Funds:				
	Child Development	Capital Outlay	Self Insurance	Retiree Benefits	Total
Irvine Valley College (a)	\$200,000	750,000			\$950,000
Saddleback College (b)	\$250,000				\$250,000
District Service (c)			\$250,000		\$250,000
Basic Aid (d)		\$16,666,351		\$2,600,000	\$19,266,351
Sub-Total Unrestricted General Fund	\$450,000	\$17,416,351	\$250,000	\$2,600,000	\$20,716,351
From Restricted General Fund:	To Community Education:				
Irvine Valley College (e)					\$54,296
					\$54,296
From Capital Outlay Fund:	To SOCCCD Facility Corp:				
Capital Outlay Fund 40 (f)					\$12,500,000
					\$12,500,000
Total Funds for Transfer	\$13,004,296	\$17,416,351	\$250,000	\$2,600,000	\$33,270,647

- (a) IVC Child Development support and scheduled maintenance match
- (b) SC Child Development support
- (c) DS Insurance department expenses
- (d) Basic Aid funds allocated for approved capital outlay projects
- (e) IVC Class proceeds to Community Education
- (f) Funds for ATEP building – will be transferred if NMTC funds materialize

FISCAL STABILITY AND RESERVE FOR ECONOMIC UNCERTAINTIES

Reserve funds are an important financial solvency safeguard. Examples of needs for the Reserve for Economic Uncertainties are revenue shortfalls, unexpected repairs, and enrollment declines.

The FY 2012-2013 Final Budget includes a reserve of 7.5% of unrestricted funds, with a total amount of \$10,345,556.

BASIC AID STATUS

A “basic aid” district is one that receives more revenue from local sources (property taxes and student enrollment fees) than it would receive in total for state apportionment. The district returned to its status as a basic aid district in the FY 1999-2000 and has received basic aid funds (above state calculated amounts) as follows:

<u>Fiscal Year</u>	<u>Basic Aid Receipts</u>
1999 – 2000	\$ 5,676,800
2000 – 2001	\$ 9,192,300
2001 – 2002	\$ 13,719,277
2002 – 2003	\$ 18,419,919
2003 – 2004	\$ 27,356,952
2004 – 2005	\$ 40,162,878
2005 – 2006	\$ 46,899,203
2006 – 2007	\$ 52,896,017
2007 – 2008	\$ 50,692,873
2008 – 2009	\$ 51,179,365
2009 – 2010	\$ 39,022,021
2010 - 2011	\$ 38,737,963
2011 - 2012	\$ 39,301,044

The district estimates receipts for FY 2012-2013 and future years to be as follows:

<u>Fiscal Year</u>	<u>Basic Aid Receipts</u>
2012 - 2013	\$ 39,462,256
2013 - 2014	\$ 38,984,059
2014 - 2015	\$ 39,543,182
2015 - 2016	\$ 37,467,250

The assumptions used to estimate basic aid funds in future years are: for the FY 2012-2013, SB361 funding COLA is estimated at 0%, growth is 0% and enrollments fees are \$46 per unit. For the following two years, SB361 COLA is estimated at 1% and growth is estimated at 1%. The estimate for FY 2015-2016 reflects 2% COLA and 2% growth.

The Orange County Auditor Controller’s office is consulted regularly in order to conservatively project the District’s property tax revenue. The FY 2012-2013 estimates are based on that information and historical trends. For the FY 2012-2013, property taxes are budgeted the same as FY 2011-2012. For the following three years, secured taxes are estimated to increase 1% for the first year and 2% thereafter. Unsecured, homeowners’, and supplemental taxes are estimated to remain constant, with no increase.

During FY 2011-2012, Board Policy 3110 and Administrative Regulation 3110 were developed to guide the basic aid allocation process. The Basic Aid Allocation Recommendation Committee (BAARC) was established and followed the new process for allocating both the FY 2011-2012 and FY 2012-2013 basic aid funds. As this process was begun early in the budget cycle and was based on estimates, some final adjustments to funds available were made and are reflected in the available contingency funds.

The schedule below shows basic aid funds and projects that are included in the FY 2012-2013 Final Budget:

ESTIMATED BASIC AID RESOURCES & PLANNED EXPENDITURES

<u>FY 2012-2013 RESOURCES</u>	<u>AMOUNT</u>
Balance at July 1, 2012	\$52,514,424
Receipts FY 2012-2013	<u>\$39,462,256</u>
Estimated Property Taxes for Basic Aid	\$91,976,680
Contingency (19%)	<u>(\$17,639,088)</u>
Total Available FY 2012-2013	<u>\$74,337,592</u>
<u>BUDGETED EXPENDITURES PROJECTS</u>	
FY 2012-2013 Retiree Benefit Expenses	\$2,600,000
FY 2012-2013 Legislative Advocacy Services	\$150,000
FY 2012-2013 Trustee Election	\$800,000
Funding for Future Capital & IT Projects	<u>\$70,787,592</u>
TOTAL APPROVED AND BUDGETED PROJECTS	<u>\$74,337,592</u>

The following projects were previously approved by the Board of Trustees and are in various stages of completion:

<u>BASIC AID PROJECT NAME</u>	<u>PROJECT TOTAL</u>
CLOSED PROJECTS	\$114,482,353
<u>PRIOR APPROVED BASIC AID PROJECTS</u>	
Special Trustee Election	\$1,398,988
Retiree Benefit Liability Contribution	\$38,017,938
Scheduled Maintenance Project	\$5,000,000
Technology Needs for IVC, SC & District	\$8,036,477
ATEP – Operating Budget	\$10,963,521
ATEP – First Building	\$12,500,000
ATEP – Negotiations	\$4,265,883
ATEP – Demolition	\$7,000,000
ATEP – Staffing, Equipment and Program Development	\$891,611
ATEP – Development	\$3,750,000
ATEP – Renovation	\$7,964,191
ATEP – Site Development	\$340,436
Campus Appearance	\$1,000,000
College Instructional Equipment Allocation	\$1,392,000

IVC – Business & Technology Innovation Center	\$10,182,000
IVC – Design and Install Entrance from Barranca	\$2,850,000
IVC – Life Sciences Project	\$17,410,000
IVC – Landscaping (PAC & BSTIC)	\$1,796,000
IVC – Utility Service	\$416,000
IVC – Science Lab Addition and Remodel	\$6,980,000
IVC – Fine Arts Building	\$7,352,000
IVC – Replace Main Water Valves	\$275,000
IVC – Replace Natural Gas Piping A&B Quads	\$230,000
IVC – Replace Exterior A100, A200, A300, A400	\$400,000
IVC – SSC HVAC System, B100	\$800,000
IVC – A400 Building Remodel	\$1,000,000
IVC – Sports Facilities (50% College Match)	\$342,600
SC – Building Repairs-Math, Science Engineering Building Soil & Slab Repairs	\$128,710
SC – Plaza Repairs-Math, Science Engineering Building	\$69,288
SC – Building Repairs-TAS Building	\$1,956,000
SC – Building Repairs-Library Remodel	\$7,141,000
SC – Demolition of Lower Campus Buildings	\$1,719,000
SC – Golf Driving Range Net Replacement	\$300,000
SC – New Sciences Building	\$47,656,346
SC – McKinney Theater Restroom Remodel	\$2,542,000
SC – Temporary Classroom Facilities	\$7,269,285
SC – Demolition and Upper Quad Remodel	\$1,000,000
SC – Village Remodel	\$4,130,000
SC – Loop Road	\$3,442,000
SC – M/S/E/ Renovation	\$39,000
SC – Village Expansion	\$3,942,000
SC – Bridge Replacement	\$1,700,000
SC – Pool Deck Replacement	\$1,500,000
SC – Roof Replace TAS, Village Building 3 – 8	\$1,500,000
SC – Energy Management System (50% College Match)	\$657,400
SOCCCD – Additional 1% Contingency	\$1,278,101
SOCCCD – Student Information System Upgrade – Phase I/Phase II	\$14,102,260
SOCCCD – Hire Consultant for District Education and Facilities Master Plan	\$735,010
SOCCCD – Legislative Advocacy Services – Basic Aid	\$285,000
SOCCCD – Document Management Solution	\$659,202
SOCCCD – IT Projects	\$8,744,770
SOCCCD – Legal Defense for Invocation Complaint	<u>\$1,208,817</u>
TOTAL PRIOR APPROVED PROJECTS	\$380,742,187

<u>FY 2012-2013 APPROVED PROJECTS</u>	<u>PROJECT TOTAL</u>
<u>Long Term Obligations</u>	
Special Trustee Election	\$800,000
Retiree Benefit Liability Contribution (Pending Actuarial Report)	\$2,600,000
SOCCCD – Legislative Advocacy Services – Basic Aid	\$150,000
<u>Capital Projects/Defects/Scheduled Maintenance/Renovation</u>	
IVC – A-400 Renovation	\$10,463,000
IVC – Fine Arts Building (Match)	\$1,545,115
IVC –Scheduled Maintenance-Library Exterior (50% College Match)	\$275,000
IVC –Scheduled Maintenance-Lighting & Walkways (50% College Match)	\$475,000
IVC – New Parking Lot	\$2,920,000
IVC – Performing Arts Center Waterproofing	\$470,000
IVC – Upgrade Exterior & Entries to B300	\$680,000
SC – ATAS Renovation	\$18,584,000
SC –Scheduled Maintenance-Central Plant (50% College Match)	\$750,000
SC – Fine Arts HVAC Renovation	\$1,000,000
SC – Health Sciences/DS Waterproofing	\$1,000,000
SC – Library Renovation	\$2,622,000
SC – New Gateway Building (Match)	\$1,545,115
SC – Scheduled Maintenance-PE Complex (50% College Match)	\$500,000
SC – Sciences Building	\$11,179,000
SC – Storm Drain Repairs	\$1,500,000
SC – Water Damages/Storm Drainage Issues	\$750,000
<u>ATEP Operations</u>	
ATEP Support (security, maintenance and operations support)	\$637,507
<u>Capital Programs Planning, Technical, Specialty, Legal Consulting</u>	
FPP, IPP, 5-Year Plans	\$100,000
DSA Project Close Out	\$160,000
Design/Build Specialty Consultant	\$175,000
Legal Counsel for Facilities Related Issues	\$300,000
ATEP Site Development	\$2,100,000
Lease/Lease Back Consultant	\$175,000
Facilities System	\$704,000
<u>IT Projects</u>	
End-of-Life Core Network/Tech Refresh	\$2,500,000
Campus Desktop Refresh	\$750,000
Student Information System Enhancements	\$1,500,000
HR/Business Services Integrated Software	\$3,000,000
Degree Audit/MAP Upgrade	\$750,000
Awards Management System	\$500,000
Predictive Analytics	\$250,000
Blackboard Plug-ins	\$150,000

Enterprise Content Management Expansion	\$150,000
Matriculation SEP System	\$100,000
HRIS Data Migration	\$20,000
IT Governance - TeamDymanixHE Software	\$50,000
TracDat Integration with SharePoint	\$35,000
DW Infrastructure Inventory System	\$75,000
MySite Help System	\$20,000
Unified Communications System	\$50,000
IT Contingency	<u>\$277,855</u>
TOTAL FY 2012-2013 PROJECTS	<u>\$74,337,592</u>
CUMULATIVE TOTAL – BASIC AID PROJECTS	<u>\$455,079,779</u>

SUMMARY OF GENERAL FUND BUDGET ALLOCATIONS

Allocated Area	* Unrestricted	*Restricted	Total
Saddleback College	\$ 87,141,493	\$15,114,247	\$102,255,740
Irvine Valley College	\$ 46,069,279	\$ 7,469,212	\$ 53,538,491
ATEP Operating & Capital Project	\$ 757,734	\$ 16,303	\$ 774,037
District Services	\$ 14,072,825	\$ 306,310	\$ 14,379,135
District-wide General Expense	\$ 3,390,170		\$ 3,390,170
Part-time Faculty Parity Funds	\$ 509,463		\$ 509,463
Basic Aid Funds**			
- Retirement Benefits	\$ 2,600,000		\$ 2,600,000
- Capital Outlay Projects	\$ 17,635,661		\$ 17,635,661
- Other Basic Aid Expenses	\$ 967,606		\$ 967,606
- Contingency***	\$ 17,639,088		\$ 17,639,088
Reserves for Economic Uncertainties	<u>\$ 10,345,556</u>		<u>\$ 10,345,556</u>
TOTALS	<u>\$ 201,128,875</u>	<u>\$ 22,906,072</u>	<u>\$224,034,947</u>

* See pages 22 through 25 (Total of Revenue and Ending Balance for each budget location)

**Prior Year Beginning Balance of basic aid funds (\$52 M) is in the Capital Outlay fund.

***Estimated calculations were used for the Basic Aid Allocation (BAARC) process. After final allocations were approved, final figures were determined and balance of funds are in contingency.

OTHER FUNDS

Community Education Fund (Fund #07 and Fund #09)

Both colleges provide community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum; the instruction is consistent with the primary mission of the district. The income from the activities of these programs at Irvine Valley College is accounted for in Fund #07, and at Saddleback College in Fund #09.

Child Development Fund (Fund #12)

The district operates child development programs at both colleges for the benefit of children aged 18 months to 5 years. Services are provided to students and the community on a fee basis. Irvine Valley College provides \$200,000 of support from the unrestricted general fund, and Saddleback College provides \$250,000. The child development program is not charged for administration or operations, so it is not self-supporting.

Golf Driving Range (Fund #15)

This fund is a mechanism to account for golf driving range receipts at Saddleback College. It is operated by an outside management group, by contract for a fee, which the college uses to support operational budget needs.

Capital Outlay Projects Fund (Fund #40)

The district maintains the capital outlay projects fund to account for the expenditures of capital outlay and scheduled maintenance projects. This fund is further divided by funding sources, i.e., state apportionment for new construction, state scheduled maintenance, local redevelopment funds, and district-funded projects, such as road maintenance and new parking lots. The next table is a schedule of planned projects.

CAPITAL OUTLAY PROJECTS – FUND 40

<u>Project Description</u>	FY 2012-2013 Final Budget
BASIC AID PROJECTS (Including required college match)	\$183,922,312
<u>LOCAL PROJECTS</u>	
District-wide Video Conferencing	\$190,615
District Technology Enhancement	\$135,632
DSA Closeout/Five Year Plan/CEQA	\$135,947
SC-Future Parking Lot Projects	\$717,856
SC-Future Capital Outlay Projects	\$4,476,607
District-Future Capital Outlay Projects	\$16,993,634
Redevelopment Funds Reserved for Future Capital Projects (Cities of Lake Forest, Mission Viejo, Tustin, Irvine, Santa Ana, San Clemente, San Juan Capistrano, and Orange County)	\$12,611,524
Total Fund 40	\$219,184,127

Facilities Corp. Capital Outlay Projects Fund (Fund #41)

The district established the Facilities Corporation capital outlay projects fund to account for the expenditures related to the development of ATEP. An innovative program funding titled New Markets Tax Credit (NMTC) is being explored to assist with the funding of the development of ATEP.

Self-Insurance Fund (Fund #68)

The self-insurance fund is used to account for the activities of the district's self-funded programs for property/liability and workers' compensation programs.

Retiree Benefit Fund (Fund #71)

The district pays premiums for health care coverage for retirees according to Board policies and contract agreements with employee groups. The Retiree Benefit Fund is used to pay premiums. The current year's annual accrual of retiree benefits for existing employees is also made in this fund.

An actuarial study is conducted every two years to update the status of the district's irrevocable trust and determine any unfunded liabilities. The study provides two estimates: 1) the annual accrual to cover the value of benefits "earned" in the current year for existing employees when they retire, and 2) the total projected benefits accrual for employees' past service. The last study estimated the cost for the annual accrual for current employees to be \$2,582,983. The district's actuarial accrued liability for past service is estimated at \$61,189,900. The next actuarial study will be done by September 2012, and revised figures will be confirmed and addressed after the final budget planning. An irrevocable trust was established in FY 2007-2008 to fund the OPEB obligation in accordance with GASB 43 and 45.

For FY 2012-2013, a transfer of \$2,600,000 of Basic Aid Funds will be used toward funding the current year's annual accrual liability.

Retiree OPEB Trust Fund (Fund #72)

The Retiree OPEB Trust Fund is used to account for the activities of the district's irrevocable trust. It was established for the purpose of investment and disbursement of funds irrevocably designated for the payment of obligations to eligible employees, former employees, and their eligible dependents for medical, dental, and vision upon retirement. The district's OPEB liability was updated in May 2010 with the completion of a required actuarial study. The study is an estimate of future costs.

Foundation Funds (Funds #73 through 76)

These are funds that account for the operations of Saddleback College, Irvine Valley College, District, and ATEP foundations, which are overseen by each of their respective boards of directors.

ASG Funds (Funds #95 and #96)

The budgets are brought to the Board of Trustees independently from the SOCCCD Final Budget for board approval.

BUDGET TABLES

The Final Budget FY 2012-2013 for all district funds is summarized on the following pages.

Dr. Debra L. Fitzsimons, Vice Chancellor of Business Services
Kim McCord, Executive Director of Fiscal Services

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
FINAL BUDGET - FISCAL YEAR 2012-2013**

Revenues, Expenditures and Change in Fund Balance

		General Fund	Community Education	Child Development	Capital Outlay	Facilities Corporation Capital Outlay Projects	Self- Insurance	Retiree Benefit	Retiree OPEB	TOTAL ALL FUNDS
		(01)	(07) & (09)	(12)	(40)	(41)	(68)	(71)	(72)	
SOURCES OF FUNDS										
BEGINNING FUND BALANCE:	9712	\$ 28,459,232	\$ 730,590	\$ 28,698	\$ 196,770,152	\$ -	1,775,517	\$ 1,492,579	\$ 63,557,016	\$ 292,813,784
REVENUES:										
SB361 Revenue	Various	\$ 129,011,744	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 129,011,744
Basic Aid		39,462,256	-	-	-	-	-	-	-	39,462,256
Federal Sources	8100-8199	2,703,442	-	-	-	-	-	-	-	2,703,442
Other State Sources	8600-8699	11,450,044	-	-	-	-	-	-	-	11,450,044
Other Local Sources	8800-8899	12,948,229	1,961,978	1,641,784	4,153,314	17,310,000	10,000	7,500	5,700,000	43,732,805
Total Revenue		\$ 195,575,715	\$ 1,961,978	\$ 1,641,784	\$ 4,153,314	\$ 17,310,000	\$ 10,000	\$ 7,500	\$ 5,700,000	\$ 226,360,291
BASIC AID INCOMING TRANSFERS	8980-8989	-	-	-	17,635,661	-	-	2,600,000	-	20,235,661
INCOMING TRANSFERS	8980-8989	-	54,296	450,000	625,000	12,500,000	250,000	-	-	13,879,296
TOTAL SOURCES OF FUNDS		\$ 224,034,947	\$ 2,746,864	\$ 2,120,482	\$ 219,184,127	\$ 29,810,000	2,035,517	\$ 4,100,079	\$ 69,257,016	\$ 553,289,032
USES OF FUNDS										
EXPENDITURES:										
Academic Salaries	1000-1999	\$ 65,200,365	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 65,200,565
Other Staff Salaries	2000-2999	40,587,109	1,000,938	1,516,944	-	-	183,966	-	-	43,288,957
Employee Benefits	3000-3999	35,985,299	245,851	502,645	-	-	77,876	3,214,167	4,200,000	44,225,838
Supplies & Materials	4000-4999	5,228,645	70,000	65,679	5,000	-	6,200	-	-	5,375,524
Services & Other Operating	5000-5999	20,879,241	726,637	21,457	1,491,920	-	774,074	90,000	270,000	24,253,329
Capital Outlay	6000-6999	5,261,092	703,438	95	198,837,922	29,810,000	27,000	-	-	234,639,547
Payments to Students	7500-7699	258,595	-	13,462	-	-	-	-	-	272,057
Total Expenditures		\$ 173,400,346	\$ 2,746,864	\$ 2,120,482	\$ 200,334,842	\$ 29,810,000	\$ 1,069,116	\$ 3,304,167	\$ 4,470,000	\$ 417,255,817
OTHER FINANCING USES:										
Transfers Out	7300-7400	\$ 1,379,296	\$ -	\$ -	\$ 12,500,000	\$ -	\$ -	\$ -	\$ -	\$ 13,879,296
Basic Aid Transfers Out	7300-7400	20,235,661	-	-	-	-	-	-	-	20,235,661
Debt Service	7100-7199	435,000	-	-	-	-	-	-	-	435,000
Total Other Sources (Uses)		\$ 22,049,957	\$ -	\$ -	\$ 12,500,000	\$ -	\$ -	\$ -	\$ -	\$ 34,549,957
TOTAL USES OF FUNDS		\$ 195,450,303	\$ 2,746,864	\$ 2,120,482	\$ 212,834,842	\$ 29,810,000	1,069,116	\$ 3,304,167	\$ 4,470,000	\$ 451,805,774
ENDING FUND BALANCE		\$ 28,584,644	\$ -	\$ -	\$ 6,349,285	\$ -	966,401	\$ 795,912	\$ 64,787,016	\$ 101,483,258
COMPONENTS OF ENDING BALANCE:										
Restricted Balance		\$ -	\$ -	\$ -	\$ 6,349,285	\$ -	\$ 966,401	\$ 795,912	\$ 64,787,016	\$ 72,898,614
Economic Uncertainties		28,584,644	-	-	-	-	-	-	-	28,584,644
Nondesignated Ending Fund Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
FINAL BUDGET - FISCAL YEAR 2012-2013**

Revenues, Expenditures and Change in Fund Balance

GENERAL FUND

		Saddleback College			Irvine Valley College			District Services		
		General Fund	General Fund	Total	General Fund	General Fund	Total	General Fund	General Fund	Total
		Unrestricted	Restricted		Unrestricted	Restricted		Unrestricted	Restricted	
SOURCES OF FUNDS										
BEGINNING FUND BALANCE:	9712 \$	7,128,418 \$	5,518,384 \$	12,646,802 \$	1,331,633 \$	1,538,532 \$	2,870,165 \$	932,197 \$	296,054 \$	1,228,251 \$
REVENUES:										
SB361 Revenue	Various \$	73,708,140 \$	- \$	73,708,140 \$	39,992,628 \$	- \$	39,992,628 \$	13,140,628 \$	- \$	13,140,628 \$
Basic Aid		-	-	-	-	-	-	-	-	-
Federal Sources	8100-8199	-	1,909,728	1,909,728	-	793,714	793,714	-	-	-
Other State Sources	8600-8699	2,309,580	4,238,645	6,548,225	1,200,420	3,181,680	4,382,100	-	10,256	10,256
Other Local Sources	8800-8899	3,995,355	3,447,490	7,442,845	3,544,598	1,955,286	5,499,884	-	-	-
Total Revenue		\$ 80,013,075 \$	\$ 9,595,863 \$	\$ 89,608,938 \$	\$ 44,737,646 \$	\$ 5,930,680 \$	\$ 50,668,326 \$	\$ 13,140,628 \$	\$ 10,256 \$	\$ 13,150,884 \$
RESTRICTED BASIC AID	8980-8989	-	-	-	-	-	-	-	-	-
INCOMING TRANSFERS	8980-8989	-	-	-	-	-	-	-	-	-
TOTAL SOURCES OF FUNDS		\$ 87,141,493 \$	\$ 15,114,247 \$	\$ 102,255,740 \$	\$ 46,069,279 \$	\$ 7,469,212 \$	\$ 53,538,491 \$	\$ 14,072,825 \$	\$ 306,310 \$	\$ 14,379,135 \$
USES OF FUNDS										
EXPENDITURES:										
Academic Salaries	1000-1999	40,078,200	2,566,662	42,644,862	20,093,737	739,495	20,833,232	1,270,018	-	1,270,018
Other Staff Salaries	2000-2999	17,196,328	3,323,819	20,520,147	10,759,652	1,945,726	12,705,378	6,972,525	-	6,972,525
Employee Benefits	3000-3999	19,401,848	1,569,609	20,971,457	10,341,735	813,856	11,155,591	3,636,417	-	3,636,417
Supplies & Materials	4000-4999	1,926,972	2,178,557	4,105,529	354,586	621,869	976,455	109,263	-	109,263
Services & Other Operating	5000-5999	6,673,276	2,652,545	9,325,821	2,793,130	2,450,823	5,243,953	1,677,228	306,310	1,983,538
Capital Outlay	6000-6999	1,114,869	2,588,589	3,703,458	516,439	669,018	1,185,457	157,374	-	157,374
Payments to Students	7500-7699	-	84,466	84,466	-	174,129	174,129	-	-	-
Total Expenditures		86,391,493	14,964,247	101,355,740	44,859,279	7,414,916	52,274,195	13,822,825	306,310	14,129,135
OTHER FINANCING USES:										
Transfers Out	7300-7400	250,000	150,000	400,000	675,000	54,296	729,296	250,000	-	250,000
Basic Aid Transfers Out	7300-7400	-	-	-	-	-	-	-	-	-
Debt Service	7100-7199	-	-	-	435,000	-	435,000	-	-	-
Total Other Sources (Uses)		250,000	150,000	400,000	1,110,000	54,296	1,164,296	250,000	-	250,000
TOTAL USES OF FUNDS		86,641,493	15,114,247	101,755,740	45,969,279	7,469,212	53,438,491	14,072,825	306,310	14,379,135
ENDING FUND BALANCE		500,000	-	500,000	100,000	-	100,000	-	-	-
COMPONENTS OF ENDING BALANCE:										
Restricted Balance		-	-	-	-	-	-	-	-	-
Economic Uncertainties		500,000	-	500,000	100,000	-	100,000	-	-	-
Nondesignated Ending Fund Balance		\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$	\$ - \$

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
FINAL BUDGET - FISCAL YEAR 2012-2013**

Revenues, Expenditures and Change in Fund Balance

GENERAL FUND

					ATEP	Total General Fund											
					General Fund Unrestricted	General Fund Restricted	Total	General Expense Unrestricted	One Time Rev. Incl. Basic Aid Unrestricted	General Fund Unrestricted	General Fund Restricted	Total					
SOURCES OF FUNDS																	
BEGINNING FUND BALANCE:		9712	120,227	\$	10,803	\$	131,030	\$	400,000	\$	11,182,984	\$	21,095,459	\$	7,363,773	\$	28,459,232
REVENUES:																	
SB361 Revenue		Various	-	\$	-	\$	-	\$	2,990,170	\$	(819,822)	\$	129,011,744	\$	-	\$	129,011,744
Basic Aid			637,507		-		637,507		-		38,824,749		39,462,256		-		39,462,256
Federal Sources		8100-8199	-		-		-		-		-		-		2,703,442		2,703,442
Other State Sources		8600-8699	-		-		-		-		509,463		4,019,463		7,430,581		11,450,044
Other Local Sources		8800-8899	-		5,500		5,500		-		-		7,539,953		5,408,276		12,948,229
Total Revenue			637,507	\$	5,500	\$	643,007	\$	2,990,170	\$	38,514,390	\$	180,033,416	\$	15,542,299	\$	195,575,715
RESTRICTED BASIC AID		8980-8989	-		-		-		-		-		-		-		-
INCOMING TRANSFERS		8980-8989	-		-		-		-		-		-		-		-
TOTAL SOURCES OF FUNDS			757,734	\$	16,303	\$	774,037	\$	3,390,170	\$	49,697,374	\$	201,128,875	\$	22,906,072	\$	224,034,947
USES OF FUNDS																	
EXPENDITURES:																	
Academic Salaries		1000-1999	-		-		-		-		452,253		61,894,208		3,306,157		65,200,365
Other Staff Salaries		2000-2999	284,059		-		284,059		105,000		-		35,317,564		5,269,545		40,587,109
Employee Benefits		3000-3999	144,624		-		144,624		20,000		57,210		33,601,834		2,383,465		35,985,299
Supplies & Materials		4000-4999	36,898		500		37,398		-		-		2,427,719		2,800,926		5,228,645
Services & Other Operating		5000-5999	283,153		10,000		293,153		3,065,170		967,606		15,459,563		5,419,678		20,879,241
Capital Outlay		6000-6999	9,000		5,803		14,803		200,000		-		1,997,682		3,263,410		5,261,092
Payments to Students		7500-7699	-		-		-		-		-		-		258,595		258,595
Total Expenditures			757,734		16,303		774,037		3,390,170		1,477,069		150,698,570		22,701,776		173,400,346
OTHER FINANCING USES:																	
Transfers Out		7300-7400	-		-		-		-		-		1,175,000		204,296		1,379,296
Basic Aid Transfers Out		7300-7400	-		-		-		-		20,235,661		20,235,661		-		20,235,661
Debt Service		7100-7199	-		-		-		-		-		435,000		-		435,000
Total Other Sources (Uses)			-		-		-		-		20,235,661		21,845,661		204,296		22,049,957
TOTAL USES OF FUNDS			757,734		16,303		774,037		3,390,170		21,712,730		172,544,231		22,906,072		195,450,303
ENDING FUND BALANCE			-		-		-		-		27,984,644		28,584,644		-		28,584,644
COMPONENTS OF ENDING BALANCE:																	
Restricted Balance			-		-		-		-		-		-		-		-
Economic Uncertainties			-		-		-		-		27,984,644		28,584,644		-		28,584,644
Nondesignated Ending Fund Balance			-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
FINAL BUDGET - FISCAL YEAR 2012-2013
Revenues, Expenditures and Change in Fund Balance

Community Education Fund					Child Development Fund					
		Saddleback College (09)	Irvine Valley College (07)	Total	Saddleback College			Irvine Valley College		
					Unrestricted	Restricted (12)	Total	Unrestricted	Restricted (12)	Total
SOURCES OF FUNDS										
BEGINNING FUND BALANCE:	9712	\$ 787,547	\$ (56,957)	\$ 730,590	\$ 99	\$ -	\$ 99	\$ 28,599	\$ -	\$ 28,599
REVENUES:										
SB361 Revenue	Various	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Basic Aid		-	-	-	-	-	-	-	-	-
Federal Sources	8100-8199	-	-	-	-	-	-	-	-	-
Other State Sources	8600-8699	-	-	-	-	-	-	-	-	-
Other Local Sources	8800-8899	896,585	1,065,393	1,961,978	735,721	10,000	745,721	888,938	7,125	896,063
Total Revenue		\$ 896,585	\$ 1,065,393	\$ 1,961,978	\$ 735,721	\$ 10,000	\$ 745,721	\$ 888,938	\$ 7,125	\$ 896,063
RESTRICTED BASIC AID										
	8980-8989	-	-	-	-	-	-	-	-	-
INCOMING TRANSFERS	8980-8989	-	54,296	54,296	250,000	-	250,000	200,000	-	200,000
TOTAL SOURCES OF FUNDS										
		\$ 1,684,132	\$ 1,062,732	\$ 2,746,864	\$ 985,820	\$ 10,000	\$ 995,820	\$ 1,117,537	\$ 7,125	\$ 1,124,662
USES OF FUNDS										
EXPENDITURES:										
Academic Salaries	1000-1999	-	-	-	-	200	200	-	-	-
Other Staff Salaries	2000-2999	473,880	527,058	1,000,938	707,031	-	707,031	809,913	-	809,913
Employee Benefits	3000-3999	107,948	137,903	245,851	251,372	-	251,372	251,273	-	251,273
Supplies & Materials	4000-4999	48,000	22,000	70,000	22,411	2,717	25,128	40,551	-	40,551
Services & Other Operating	5000-5999	439,304	287,333	726,637	4,911	746	5,657	15,800	-	15,800
Capital Outlay	6000-6999	615,000	88,438	703,438	95	-	95	-	-	-
Payments to Students	7500-7699	-	-	-	-	6,337	6,337	-	7,125	7,125
Total Expenditures		1,684,132	1,062,732	2,746,864	985,820	10,000	995,820	1,117,537	7,125	1,124,662
OTHER FINANCING USES:										
Transfers Out	7300-7400	-	-	-	-	-	-	-	-	-
Basic Aid Transfers Out	7300-7400	-	-	-	-	-	-	-	-	-
Debt Service	7100-7199	-	-	-	-	-	-	-	-	-
Total Other Sources (Uses)		-	-	-	-	-	-	-	-	-
TOTAL USES OF FUNDS										
		1,684,132	1,062,732	2,746,864	985,820	10,000	995,820	1,117,537	7,125	1,124,662
ENDING FUND BALANCE										
		-	-	-	-	-	-	-	-	-
COMPONENTS OF ENDING BALANCE:										
Restricted Balance		-	-	-	-	-	-	-	-	-
Economic Uncertainties		-	-	-	-	-	-	-	-	-
Nondesignated Ending Fund Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

APPENDIX A

The following Funds are used at South Orange County Community College District:

FUND NUMBER	DESCRIPTION	DEFINITION
1	General Fund	This fund is used to account for the ordinary operational expenses of the district. These funds are available for any legally authorized purpose not specified for payment by other funds.
7	Community Education Fund – IVC	IVC provides community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum.
9	Community Education Fund – Saddleback	Saddleback provides community education seminars, short courses, workshops, and programs to support community needs not met by the traditional college curriculum.
12	Child Development Fund	The district operates child development programs at both colleges for the benefit of children ages 18 months to 5 years. Services are provided to students and the community on a fee basis. The child development program is not charged for administration and operations.
15	Golf Driving Range	This fund is used to account for all the accumulation and expenditure of monies for the Saddleback college golf driving range.
40	Capital Outlay Fund	The district maintains the capital outlay projects fund to account for the expenditures of capital outlay and scheduled maintenance projects. This fund is further divided by funding sources; i.e., state apportionment for new construction, state scheduled maintenance, local redevelopment funds, American with Disabilities Act, and district-funded projects.
41	Facilities Corp. Capital Outlay Projects Fund	The district established the Facilities Corporation capital outlay projects fund to account for the expenditures related to the development of ATEP, when it is needed.

APPENDIX A

FUND NUMBER	DESCRIPTION	DEFINITION
52	COPS Capital Lease Payments Fund	This fund is used to account for the accumulation and expenditure of monies for the acquisition or construction of significant capital outlay items and scheduled maintenance and repairs projects. The fund is used to account for the receipt and expenditure of proceeds from the sale of district bonds.
68	Self-Insurance Fund	The self-insurance fund is used to account for the activities of the district's self-funded programs for property/liability and workers' compensation programs.
71	Retiree Benefits Fund	The district pays premiums for health care coverage for retirees according to Board Policies and contract agreements with employee groups. This fund is used to pay premiums. The current year's annual accrual of retiree benefits for existing employees is also made in this fund.
72	Retiree (OPEB) Trust	This fund is used to account for the activities of the district's irrevocable trust, established for the purpose of investment and disbursement of funds irrevocably designated for the payment of obligations to eligible employees, former employees, and their eligible dependents for medical, dental, and vision upon retirement.
73	Saddleback College Foundation	This fund is used to account for the activities of organizations known as foundations. The foundation provides scholarships for students and supplements the needs of the college.
74	Irvine Valley College Foundation	This fund is used to account for the activities of organizations known as foundations. The foundation provides scholarships for students and supplements the needs of the college.
75	District Foundation	This fund is used to account for the activities of organizations known as foundations. The foundation supplements any needs the district may have.

APPENDIX A

FUND NUMBER	DESCRIPTION	DEFINITION
76	ATEP Foundation	This fund is used to account for the activities of organizations known as foundations. This account may supplement needs the district may have related to ATEP.
84	Student Financial Aid Fund	This clearing account is used to account for the deposit and direct payment of government-funded student financial aid, including grants and loans.
95	Associated Student Government – Saddleback College	This fund is used to account for monies held in trust by the college for organized student body associations. The fund is subjected to the approval of the governing board.
96	Associated Student Government – IVC	This fund is used to account for monies held in trust by the college for organized student body associations. The fund is subjected to the approval of the governing board.
99	District Depository	This clearing account is used to deposit bank card payments, cash, and checks received by the district for enrollment fees, material fees, applications, parking fees and fines, health center business, fine arts tickets sales, Child Development Center fees, library fines, and career center testing fees. The district deposits this money in Fund 99 and promptly issues a check for deposit by the Orange County Department of Education into Orange County Treasurer Educational Pool. This process is used because the Orange County Department of Education does not accept bank card payments or cash for deposit, nor do they accept the large volume of personal checks processed by the district daily.

APPENDIX B:

South Orange County Community College District

RESOURCE ALLOCATION DEFINITION OF TERMS

(To accompany the Flow Chart outlining the Resource Allocation Process)

- **Administrative Unit Reviews (AURs)** are conducted to examine the effectiveness of an administrative unit. Beginning this year, they will be conducted at both District Services and the colleges.
- **Basic Aid** occurs when the local property tax revenue in a community college district exceeds the total funding that the state would have provided, as calculated by SB361 apportionment. Apportionment is the method by which the CCC system office distributes federal, state and local monies to community college districts according to a specified formula. Under basic aid, there is no need to factor in any state aid because the property taxes and student fees surpass the minimum funding level established by the state. K-12 school districts also can be basic aid districts.
- **Capital Construction** refers to large scale building construction projects. They include specific construction projects, such as site development, utilities, roads, buildings, and equipment projects. Capital projects may also be thought of in terms of “facilities systems.”
- **DRAC** is the SOCCCD’s DRAC, which is a district-wide participatory governance council, approved by the Board of Trustees and charged with recommendations for the income allocation model on which the budget is based. It is charged with development and oversight of the allocation process for Unrestricted General Funds and it makes recommendations to the Chancellor.
- **DRAC Model** is an allocation model for the district. It distributes available general fund unrestricted resources (according to the state funding formula, SB 361) and other funding such as enrollment fees, non-resident fees, local income, miscellaneous income, and ending balances. It is distributed to five areas: 1) Saddleback College, 2) Irvine Valley College, 3) Contingency Reserve, 4) General Expenditures, and 5) District Services. The intention of the model is to guarantee the colleges a predictable, fair, and equitable distribution of revenues.
- **Education and Facilities Master Plan (EFMP)** is a year-long endeavor updated every five years. Information is captured from a variety of sources, both internal and external, to facilitate data-driven decision-making. Meetings were hosted with participatory governance groups and with community involvement. The results connect capital expenditure decisions directly to planning efforts. The district-wide Education and Facilities Master Plan (EFMP) 2011-2031 is a 5-volume comprehensive document. The product is a long-term plan for continuous quality improvements, focusing on strategies for academic excellence and facilities improvements.

APPENDIX B:

South Orange County Community College District

RESOURCE ALLOCATION DEFINITION OF TERMS

(To accompany the Flow Chart outlining the Resource Allocation Process)

- **Ending Balances** are one-time remaining funds that are unspent at the end of the fiscal year that are available to be rolled over into the new fiscal year within the fund. They should only be available for one-time purposes. If negative ending balances should occur, they are deducted from the budget for the respective entity in the next year's budget process.
- **Enrollment Fees** are charged to a student for instructional services provided to that student and these fee levels are set by the state.
- **Federal, State, Categorical, and Grant Funds** include restricted revenues received from a government or a private or non-profit organization to be used or expended for a specified purpose.
- **General Funds** are used to account for the ordinary operational expenses of the district. These funds are available for any legally authorized purpose not specified for payment by other funds.
- **Local Income** is income derived from non-state and non-federal sources, such as material fees, facility rental, and application fees.
- **Local Restricted Funds** are funds that are non-state and non-federal, but have restrictions or limitations based on their use by the funding source or funding agency. Examples are community education, parking income, and child development funds.
- **Long-Term Obligations** are amounts that an entity may be legally required to pay out of its resources over a longer period of time in the future. Included are not only actual liabilities, but also unliquidated encumbrances. An example of a Long Term Obligation that community colleges typically have is the future retiree benefit liability obligation, as per GASB 43 and 45. Other examples could include Certificates of Participation (COPs) and debt.
- **Miscellaneous Income** is income that is outside of the SB 361 formula. Examples are unrestricted lottery, interest, mandated costs, and enrollment fee administration.
- **Non Resident Fees** are charged to a student for instructional services provided to a student who resides outside of California. Revenues are retained by the colleges in addition to revenues received through the DRAC model.
- **Other State Adjustments** include state funds such as the excess funds provided to basic aid districts distributed by the State Chancellor's Office when Partnership for Excellence (PFE) was folded into SB 361 for other districts. These monies are not legislatively guaranteed.

APPENDIX B:

South Orange County Community College District

RESOURCE ALLOCATION DEFINITION OF TERMS

(To accompany the Flow Chart outlining the Resource Allocation Process)

- **Program Reviews** are a process to examine the effectiveness of an academic program. The process typically provides feedback (a) to the academic unit primarily responsible for the program, (b) to the appropriate academic administrators, and (c) to external units in the form of confirmation of the existence of a review process and in the form of summaries of the outcomes.
- **Property Taxes** are compulsory charges levied within boundaries by a governmental unit against the property of persons, natural or corporate, to finance services performed for the common benefit.
- **Reserve** is an amount set aside to provide for estimated future expenditures or losses for working capital, or for other specified purposes. The Budget Guidelines approved by the Board of Trustees require a general fund reserve for economic uncertainties shall be no less than 7.5% of the projected unrestricted revenue.
- **Restricted Funds** are used to account for resources available for the operation and support of educational programs specifically restricted by law, regulations, donors, or other outside agencies. Examples of Restricted Funds at SOCCCD are EOPS, DSPS, and grants.
- **Scheduled Maintenance** is defined by the state as state funds that were formerly provided for major repairs of buildings and equipment and which required a local match. For the last few years, state scheduled maintenance funds have not been allocated to community colleges. At the district, the working definition for scheduled maintenance includes scheduled maintenance or repair of major building systems at the end of their life cycle that require planning, allocation of a significant amount of time and funds, and a high degree of coordination.
- **State Capital Project Match** are match funds provided by the California Community College Chancellor's Office for district capital construction projects that meet their criteria for receiving a match of dollars from the state. These matching funds are matched by the local district.
- **Strategic Plans** refer to the Strategic Plans at both the colleges and the SOCCCD District-wide Strategic Plan being developed based on several planning documents at both the colleges and district-wide.
- **Unrestricted Funds** are funds that do not have limitations on their use or disposition by their funding source (i.e., do not have specific restrictions placed upon them). These funds can be used for general purpose operating expenses and support of educational programs of the district.

APPENDIX B:

South Orange County Community College District

RESOURCE ALLOCATION DEFINITION OF TERMS

(To accompany the Flow Chart outlining the Resource Allocation Process)

- **5-Year Construction Plan** uses the project lists developed during the Education and Facilities Master Planning process. The college presidents work every year with their campuses to update the two colleges' lists of project priorities. The separate campus priority lists are merged into one district-wide project priority list vetted through SOCCCD Chancellor's Executive Team and approved by the Board of Trustees for submittal to the State Chancellor's office. This Five-Year Construction Plan is the basis for the State Chancellor's Office's determination of which projects they will consider for funding. All Initial Project Proposals (IPP) and Final Project Proposal (FPP) submittals must be drawn from this list.
- **20-Year Facility, Renovation, & Scheduled Maintenance Plan** will be a plan developed by the Capital Improvement Committee to create a 20 year projection of district-wide facility needs, including projected cost and revenue. Facility needs are defined as new facilities, renovation of existing facilities, scheduled maintenance, and maintenance backlog. This plan will be developed objectively by applying uniform data-driven criteria to assess facility needs district-wide. This plan will be reviewed annually by the committee.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Board Policy Revision: BP-4056: Classified Employees Participation in Decision Making, BP-5200: Student Health Services, BP-5500: Student News Media, BP-6160: Final Examinations

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

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

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Council on July 19, 2012 for review and recommendation to the Chancellor and presented to the Board of Trustees for review and study at the July 30, 2012 board meeting.

RECOMMENDATION

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

BOARD POLICY

4056

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES PERSONNEL

CLASSIFIED EMPLOYEES PARTICIPATION IN DECISION MAKING

1. The South Orange County Community College District classified staff shall be provided with opportunities to participate effectively in District and college governance, and in the joint formulation and development of District policies and procedures, that the Board reasonably determines, in consultation with the Classified Senates, have or will have a significant effect on staff. (~~Title 5, California Code of Regulations, Section 51023.5 and California Education Code, Section 70902~~). The opinions and recommendation of the Classified Senates of the District will be given every reasonable consideration.
2. ~~For purposes of this policy the term "staff" is defined to include all management and nonmanagement classified employees of the District. The term "staff" is further defined to include all employees in classified management, confidential and bargaining unit positions.~~
3. ~~Except in unforeseeable, emergency situations, the Board of Trustees shall not take action on matters significantly affecting staff until it has provided staff an opportunity to participate in the formulation and development of those matters through appropriate structures and procedures, as determined by the Board, in accordance with the provisions of this policy.~~
4. ~~When a college or District task force, committee or other governance group, is used to consult with staff regarding implementation of this Policy or to deal with other issues which have been determined by the Board of trustees to significantly affect staff, the appointment of staff representative shall be made as follows:~~
 - A. ~~The exclusive representative shall appoint the first classified staff representative for the respective bargaining unit. When additional representatives are to be selected from the classified staff, appointment will be made in consultation with the appropriate classified senate(s).~~
 - B. ~~Where a group of employees is not represented by an exclusive representative, the appointment of a representative of such employees shall be made in consultation with the affected group of employees or their representatives.~~
 - C. ~~In all cases, representatives shall be selected from the category that they represent.~~
5. ~~In developing and carrying out policies and procedures set forth above, the Board of Trustees shall ensure that its actions do not dominate or interfere with the formation or administration of any employee organization, or contribute financial or other support to it, or in any way encourage employees to join any organization in preference to another. In addition, in order to comply with Government Code Sections 3540 et seq., such procedures for staff~~

~~participation shall not intrude on matters within the scope of representation as set forth in Section 3543.2 of the Government Code. The Board of Trustees shall not interfere with the exercise of employee rights to form, join and participate in the activities of employee organization of their own choosing for the purpose of representation on all matters of employer-employee relations. Nothing in this Policy shall be construed to impinge upon or detract from any negotiations or negotiated agreements between exclusive representatives and the Board of Trustees.~~

References:

Title 5, California Code of Regulations Section 51023.5

California Education Code Section 70901.2(a), 70902

Government Code Sections 3540 et. Seq., 2543.2

BOARD POLICY

5200

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

STUDENT HEALTH SERVICES

Student health services shall be provided in order to contribute to the education aims of students by promoting physical and emotional well being through health oriented programs and services and assisting in the maintenance of a healthy and safe college campus, where personal and public health is an institutional commitment.

Reference:

Education Code Section 76401

BOARD POLICY

5500

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

STUDENTS

STUDENT NEWS MEDIA NEWSPAPER

~~The student newspaper of any college must provide an opportunity for students to receive classroom instruction in journalism and to learn the rights and obligations of a free press in a free society.~~

~~The faculty advisor of the newspaper, an instructor of journalism, must strive to encourage student initiative and offer guidance so that students become responsible reporters.~~

~~A good newspaper reports, interprets and comments upon those events and ideas which it deems significant or of interest to its readers. The student newspaper must be concerned with its three publics: students, faculty members, and administrators. The responsibility of the college press also extends off campus. At least in part, the reputation of the district, the college, the faculty, and the students is influenced with every issue of the newspaper.~~

~~Readers should expect to find the following elements in every issue:~~

- ~~1. An objective, accurate, thorough reporting of the news.~~
- ~~2. An imaginative, lively, interesting presentation of material.~~
- ~~3. An expression of pertinent points of view.~~
- ~~4. Carefully considered, well-supported, editorial commentaries.~~

~~To the greatest extent possible journalism practices at any college should endorse the principles and aims embraced by professional newspapers and be evident in the operation of the student newspaper.~~

Student news media are any new/feature publications or broadcasts produced by students as a learning experience that is an integral part of an instructional program. These media include, but are not limited to, a student newspaper, broadcast news journalism, and Internet news journalism.

Student news media, as laboratory publications of the journalism and the communication arts curricula, shall provide vehicles to train students for careers in mass communications. Student news media should also serve the entire college community by reporting the news, including college events and activities, providing a forum for comment and criticism, and

Adopted: 10-13-69
Revised: 1-01-82
Revised: 5-15-89
Technical Update: 4-26-99

encouraging free expression as guaranteed in the First Amendment to the Constitution of the United States.

Student news media are valuable aids in establishing and maintaining an atmosphere of free and responsible discussion. Student news media exercise editorial freedom in order to maintain their integrity as vehicles for free inquiry and free expression in the college community. At the same time, the editorial freedom of the student news media shall entail corollary responsibilities.

The editorial and advertising materials published in each medium, including any opinions expressed, are the responsibility of the student staff. An editorial board, comprised of members of the student staff, shall be formed for each news medium involved. Under appropriate state and federal court decisions, these materials are free from prior restraint by virtue of the First Amendment to the United States Constitution.

BOARD POLICY

6160

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

INSTRUCTION

FINAL EXAMINATIONS

Final examinations are required for all credit courses. Every final examination must be scheduled for a specific date and time. Students are responsible for taking all assigned final examinations as they are listed on the examination scheduled by the college(s). Students ~~can~~may petition to take a final examination early at the instructor's discretion.

If a college deviates from a final exam schedule specific for final exam week, the college will provide supervised testing for those students who attend both colleges and have a scheduled final exam conflict between the two colleges.

District IT will provide a means of identifying students who attend both colleges with a final exam conflict.

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Board Policy Revision: BP-4000.5: Harassment and Discrimination Prevention and Complaints, BP-4001: Personal Use of Public Resources, BP-4010: Commitment to Diversity, BP-4021: Classified managers, BP-4072: Domestic Partners, BP-4209: Classified Management Personnel Reduction in Force Notification

ACTION: Review and Study

BACKGROUND

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

STATUS

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

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Council on August 16, 2012 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 Exhibit A through F.

BOARD POLICY

4000.5

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES PERSONNEL

PROHIBITION OF HARASSMENT AND DISCRIMINATION PREVENTION AND COMPLAINTS

The District is committed to providing an academic and work environment that respects the dignity of individuals and groups. The District shall be free of sexual harassment and all forms of sexual intimidation and exploitation, including acts of sexual violence and discrimination. It shall also be free of other unlawful discrimination and harassment, including that which is based on any legally protected characteristic including but not limited to: race, color, religious creed, ancestry, national origin, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age or sexual orientation of any person, or the perception that a person has one or more of the foregoing characteristics.

The District seeks to foster an environment in which all employees and students feel free to report incidents of harassment without fear of retaliation or reprisal. Therefore, the District also strictly prohibits retaliation against any individual for filing a complaint of harassment or for participating in a harassment investigation. Such conduct is illegal and constitutes a violation of this policy. If the District determines that retaliation has occurred, it will take all reasonable steps within its power to investigate such conduct. Individuals who engage in retaliatory conduct are subject to disciplinary action, pursuant to California Education Code and Title VII.

Any student or employee who believes that he or she has been harassed or retaliated against in violation of this policy should immediately report such incidents by following the approved procedures described in Administrative Regulation 4000.5. Supervisors are mandated to report all incidents of harassment and retaliation that come to their attention.

This policy applies to all aspects of the academic environment, including but not limited to classroom conditions, grades, academic standing, employment opportunities, scholarships, recommendations, disciplinary actions, and participation in any community college activity, even if the activity is off campus. In addition, this policy applies to all terms and conditions of employment, including but not limited to hiring, placement, promotion, disciplinary action, layoff, recall, transfer, leave of absence, training opportunities, and compensation.

To this end, the Chancellor shall ensure that the institution undertakes education activities to counter discrimination and to prevent, minimize and/or eliminate any hostile environment that impairs access to equal education opportunity or impacts the terms and conditions of employment.

The Chancellor shall establish procedures that define harassment on campus. The Chancellor

PROHIBITION OF HARASSMENT AND DISCRIMINATION

shall further establish procedures for employees, students, and other members of the campus community that provide for the investigation and resolution of complaints regarding harassment and discrimination, and procedures for students to resolve complaints of harassment and discrimination. All participants are protected from retaliatory acts by the District, its employees, students, and agents.

This policy and related approved procedures (including the procedure for making complaints) shall be widely published and publicized to administrators, faculty, staff, and students, particularly when they are new to the institution. They shall be available for students and employees in all administrative offices.

Employees and students who violate the policy and procedures may be subject to disciplinary action pursuant to California Education Code and Title VII.

Reference:

Education Code Sections 212.5; 44100; 66252; 66281.5;

Government Code 12950.5;

Title VII of the Civil Rights Act of 1964, 42 U.S.C.A. § 2000e

Title IX, Education Amendments of 1972; Title 5, Sections 59320 et seq.;

Adopted: 8-24-82

Revised: 12-01-86

Revised: 4-10-89

Revised: 3-30-93

Revised: 6-15-98

Revised: 4-26-99

Revised: 9-26-05

Revised: 4-28-08

BOARD POLICY

4001

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES~~PERSONNEL~~

PERSONAL USE OF PUBLIC RESOURCES

No employee or consultant shall use or permit others to use public resources, except that which is incidental and minimal, for personal purposes or any other purpose not authorized by law.

Reference:

Government Code Section 8314, et seq.;

Penal Code, Section 424, et seq.

BOARD POLICY

4010

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES PERSONNEL

COMMITMENT TO DIVERSITY

The District is committed to employing qualified administrators, faculty, and staff members who are dedicated to student success. The Board recognizes that diversity in the academic environment fosters cultural awareness, promotes mutual understanding and respect, and provides suitable role models for all students. The Board is committed to hiring and professional development processes that support the goals of equal opportunity and diversity, and provide equal consideration for all qualified candidates.

Reference:

Education Code Section 87100 et seq.;

Title 5, Section 53000, et seq.

Adopted: 4-28-08

Review Only

BOARD POLICY

4021

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES PERSONNEL

CLASSIFIED MANAGERS

Classified managers are not employed as educational administrators.

Classified managers, regardless of job description, have authority to hire, transfer, suspend, recall, promote, discharge, assign, reward, or discipline other employees, or have the responsibility to assign work to and direct them, adjust their grievances, or effectively recommend such action.

Classified managers, regardless of job description, have significant responsibilities for formulating District policies or administering District programs other than the educational programs of the District.

Classified managers may be employed in the same manner as the other members of the classified service. If a classified manager is employed as a regular member of the classified service, employment shall be consistent with other provisions of these policies regarding employment of classified employees.

Reference:

*Government Code Section 3540.1(g) and (m);
Education Code Section 72411*

BOARD POLICY

4072

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES~~PERSONNEL~~

DOMESTIC PARTNERS

All references to “spouses” in the District’s policies or procedures shall be read to include registered domestic partners as defined under state law.

Reference:

Family Code Sections 297, 298, 298.5, 297.5, 299, 299.2, and 299.3.

BOARD POLICY

4209

SOUTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT

PERSONNEL
HUMAN RESOURCES

CLASSIFIED MANAGEMENT PERSONNEL LEADERSHIP REDUCTION IN FORCE NOTIFICATION

California Education Code, ~~Section 88017~~, establishes a ~~4530~~-day notification for reduction in force of Classified Leadership Personnel. However, Excluding disciplinary actions, in which case prevailing California Education Code applies, a 90-day notification will be issued to Classified Management Leadership staff affected by a reduction in force.

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

Reference:

California Education Code, Section 88017

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Academic Personnel Actions – Regular Items

ACTION: Approval/Ratification

BACKGROUND

In accordance with Education Code Section 70902(b)(4), all employee actions must be approved or ratified by the Board of Trustees of each respective community college district.

STATUS

Personnel are employed in the South Orange County Community College District for the purpose of meeting the needs of students.

Those academic personnel actions shown in Exhibit A and Exhibit B are presented to the Board of Trustees for approval/ratification to be effective on the dates as shown on the Exhibit.

RECOMMENDATION

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

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. **ACADEMIC EMPLOYMENT** (Ratified – Pursuant to Board Policy 4002.1)
 - a. ALEXANDER, ARIEL, is to be employed as Music Instructor, Pos #3954, Division of Fine Arts and Media Technology, Saddleback College, effective August 13, 2012. Approximate Salary Placement: Class V, Step 1. This is a replacement position for Terry Newman, who retired. (See Exhibit B, Attachment 1)
 - b. MCGUIRE, WILLIAM, is to be employed as Theatre Arts Instructor, Pos #3944, Division of Fine Arts and Media Technology, Saddleback College, effective August 13, 2012. Approximate Salary Placement: Class V, Step 1. This is a replacement position for Patrick Fennell, who retired. (See Exhibit B, Attachment 2)
2. **ACADEMIC EMPLOYMENT FULL-TIME, TEMPORARY, GRANT-FUNDED POSITION EXTENSION**
 - a. MAMOON, SAFIAH, is to be employed as full-time, temporary Health Information Technology Instructor, Pos. #4345, a one semester categorical, grant funded position, Division of Health Sciences and Human Services, Saddleback College, effective August 13, 2012. Approximate salary placement: Class I, Step 4. This temporary, categorical position was approved by the Board of Trustees on November 17, 2010, with funding by the Economic/Workforce Development Program under the Industry Driven Regal Collaborative Responsive Grant. Funding has been extended to December 31, 2012.
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>
Argila, Carl	M.A./Mathematics	Computer Science/SC	II/1	08/20/12
Ashfari, Maryam	M.A./Counseling	Ed/Voc Planning/SC	II/1	08/20/12
Calderwood, Kevin	M.A./Speech Comm.	Speech/IVC	II/1	08/20/12
Domke, Kirk	M.S./Geosciences	Earth Sciences/IVC	II/1	08/20/12
Donavan, Keith	Ph.D./Chemistry	Chemistry/IVC	V/1	08/20/12
Guerrero, Jorge	M.A./Ed (Counseling)	Transfer Counselor/SC	II/1	08/20/12
Hogan, Daniel	M.A./English	Writing/IVC	II/1	08/20/12
Kander, Wynne	M.S./Org. Chemistry	Chemistry/SC	II/1	08/20/12
Kaufman, Bret	M.A./English	Writing/IVC	II/1	08/20/12
Kominos, J.	M.A./English Lit.	Writing/IVC	II/I	08/20/12
Large, Kelly	M.A./Deaf Education	Sign Language/SC	II/1	08/20/12
Lewis, Dawn	M.A./English	English/SC	II/1	08/20/12
Linker, Sheldon	Ph.D./Computer Sci.	Computer Science/SC	V/I	08/20/12
McBean, Kelly	B.A./CIM	CIM/SC	I/1	08/20/12
McCann, Kara	M.S./Counseling	Applied Psych./SC	II/1	08/20/12

A. NEW PERSONNEL APPOINTMENTS - Continued

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>
McNellis, Erin	Ph.D./English	English/IVC	V/1	08/20/12
Misserville, Nicholas	B.S./Industrial Arts	Automotive Tech/SC	I/4	08/20/12
Morris, Joseph	M.F.A./Studio Art	Photography/SC	II/1	08/20/12
Morgan, Rebecca	Psy.D./Psychology	Counseling/SC	V/1	08/20/12
Nepomuceno, Jair	M.A./Mathematics	Mathematics/SC	II/1	08/20/12
Pinnow, Bobbi	Ph.D./Chemistry	Chemistry/SC	V/1	08/20/12
Rucker, Nancy	M.S./Education	Reading/IVC	II/1	08/20/12
Scarfone, Patricia	M.A./Spanish	Spanish/IVC	II/1	08/20/12
Schmalhofer, Shan.	B.S./Business w/Acct.	Accounting/SC	I/1	08/20/12
Pfannenstiel, Steph.	M.S./Nursing	Nursing/SC	II/1	08/20/12
Spellman, David	J.D./Law	Computer Sci/SC	V/1	08/20/12
Taylor, Elaina	M.A./English	English/IVC	II/1	08/20/12
Thayer, Karen	M.F.A./Fine Arts	Art/SC	II/1	08/20/12
Vallee, Patrick	M.A./English	English/SC	II/1	08/20/12
Walls, Laura	M.A./Spanish	Spanish/IVC	II/1	08/20/12
Wilbur, Mary	M.E./Ed. Math	Mathematics/SC	II/1	08/20/12
Yu, Linda	B.S./Human Services	Sign Language/SC	I/1	08/20/12

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>
Castanos, Lisa	M.S./Nursing Leader.	Nursing/SC	II/1	08/20/12

Equivalency is based on a Master of Science degree in Nursing Leadership from California State University Fullerton in August 2012, a Bachelors of Science degree in Nursing from CSU Fullerton in 2007, an Associate of Science degree in Nursing from Chaffey Community College in 2001, and an Associate of Arts in General Education from Chaffey Community College in 1999. Ms. Castanos' employment experience includes a current position as a Per Diem RN in Pediatric Intensive Care Unit at Children's Hospital Orange County at Mission Viejo, CA; Nurse Manager in the Pediatric Intensive Care Unit at University Medical Center in El Paso, TX from 2009-2011; and as a Clinical Nurse III in the Pediatric Intensive Care Unit at Children's Hospital Los Angeles from 2001-2009. Relevant memberships to determine equivalency include Sigma Theta Tau, 2012 and member of the American Association of Critical Care nurses from 2006-present.

A. NEW PERSONNEL APPOINTMENTS - Continued

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>
DeSilva, Brett	A.S./CADD	Manufacturing/SC	I/1	08/20/12

Equivalency is based on an Associate of Science Degree in Computer Aided Drafting and Design with 99 units of courses taken. Mr. DeSilva also has over 15 years of industry experience in drafting and design in the manufacturing industry. These employment related experiences include machinery and welding, prototyping, robotic applications, automated test equipment, new product development and design, and business skills in marketing, trade shows, and sales. He currently works at LBCC as a CADD instructor and for Nanoscreen LLC as a mechanical design engineer.

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Grace, Adrienne	B.A./Art History	CIM/IVC	I/1	08/20/12

Equivalency is based on a Bachelor of Arts degree in Italian and Art History (Special Fields) from the University of California, Los Angeles and a certificate of Graphic Design (Print and Web) from Bay Area Computer Training. Ms. Grace has been working in the creative industry for more than 15 years, with the last 10 years focused on print and web design. Her work experience includes both in-house positions with both large companies and design firms.

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Nathan, Heather	High School Diploma	Medical Assisting/SC	I/1	08/20/12

Equivalency is based upon a medical assisting certificate from the Saddleback College Health Sciences and Human Services division's medical assisting program. Mrs. Nathan is the owner of E-Medical Billing Services, Inc. of Laguna Hills and is a part time billing coordinator for TLC Pediatrics, located in San Juan Capistrano. Mrs. Nathan is on the advisory board for the medical assisting program at Saddleback College.

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Seddighzadeh, Nou.	M.B.A./Finance	Math/SC	II/1	08/20/12

Equivalency is based upon a Bachelor of Science degree in Mathematics from University of California, Irvine; twenty four units of graduate coursework in mathematics from California State University, Fullerton; and a Master of Business Administration degree in Finance from Jones International University. Ms. Seddighzadeh has been a math tutor for Irvine Valley College and West Coast University and has taught math and college algebra for ITT Technical Institute since March 2012.

A. NEW PERSONNEL APPOINTMENTS - Continued

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>
Troy, Jeffrey	Ph.D./Engineering	Physics/IVC	V/1	08/20/12

Equivalency is based upon a Master of Science and Doctorate in Mechanical Engineering from University of Michigan, Ann Arbor. He also holds a Juris Doctor award from Loyola Law School. Dr. Troy has six years teaching experience at University of Michigan and has been a physics tutor for Irvine Valley College for the past three years.

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 2011/2012 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Brass, Monique	Facilitator, Life Fitness Ctr/IVC	2,858.00	08/20/12-12/19/12
Castroconde, Miriam	Chair, Math/CS/Engin./IVC	5,944.00	08/20/12-12/19/12
Chambers, Elizabeth	Chair, Sociology/IVC	907.00	08/20/12-12/19/12
Chen, Joanne	Facilitator, Lang Acquis Ctr/IVC	2,286.00	08/20/12-12/19/12
Clark, Katherine	Facilitator, SLOs - Sum/Fall/IVC	15,000.00	07/01/12-10/15/12
Crammer, Cale	Co-Facilitator MUN/IVC	1,143.00	08/20/12-12/19/12
Davis-Allen, Lisa	Chair, Fine Arts/Visual Arts/IVC	2,016.00	08/20/12-12/19/12
Davison, John	Co-Chair, Physical Sciences/IVC	1,143.00	08/20/12-12/19/12
Delson, Cheryl	Co-Chair, Library Research/IVC	1,276.50	08/20/12-12/19/12
DeRoulet, Daniel	Co-Chair, English/IVC	2,843.00	08/20/12-12/19/12
Egasse, Jeanne	Chair, Foreign Languages/IVC	2,060.00	08/20/12-12/19/12
Evans, Julie	Facilitator, Writing Ctr/IVC	4,572.00	08/20/12-12/19/12
Felder, Stephen	Chair, Humanities/IVC	1,765.00	08/20/12-12/19/12
Frame, Stewart	Co-Facilitator MUN/IVC	1,143.00	08/20/12-12/19/12
Gabriella, Wendy	Chair, Anthropology/IVC	935.00	08/20/12-12/19/12
Garey, Jason	Facilitator, SLO Liaison/IVC	500.00	08/20/12-12/19/12
Haeri, Melanie	Chair/Facilitator, Reading/IVC	2,172.00	08/20/12-12/19/12
Hernandez, Jerry	Co-Chair, Kinesiology/IVC	1,869.00	08/20/12-12/19/12
¹ Iredale, Susan	Students Comm. Facilitator/IVC	200.00	01/03/12-05/18/12
Kaufmann, Jefferey	Co-Chair, Life Sciences/Bio/IVC	1,143.00	08/20/12-12/19/12
Kil, Joon	Chair, Political Science/IVC	1,085.00	08/20/12-12/19/12
Lin, Anthony	Co-Chair, Library Research/IVC	1,276.50	08/20/12-12/19/12
Manuel-Ellison, R.	Chair, Fine Arts/Theatre/IVC	4,070.00	08/20/12-12/19/12
McCaughy, Colin	Chair, Admin. of Justice/IVC	1,995.00	08/20/12-12/19/12
McDonough, Mary	Chair, Human Development/IVC	3,471.00	08/20/12-12/19/12
McNeil, Mark	Chair, Economics/IVC	1,310.00	08/20/12-12/19/12
Melendez, Robert	Chair, Counseling/IVC	3,840.00	08/20/12-12/19/12
Meyer, Kurt	Co-Chair, English/IVC	2,843.00	08/20/12-12/19/12

¹ Correction to \$100 stipend amount approved on July 30, 2012 Board Agenda. Stipend amount should be \$200.

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 2011/2012 fiscal years.

Name	Activity	Not to Exceed	
		Amount (\$)	Effective Date
Pestolesi, Thomas	Co-Chair, Kinesiology/IVC	1,869.00	08/20/12-12/19/12
Rodriguez, Roland	Co-Chair, Life Sci./Biology/IVC	1,143.00	08/20/12-12/19/12
Rybold, Gary	Co-Facilitator, Forensics/IVC	2,858.00	08/20/12-12/19/12
Scott, Daniel	Facilitator, SLO Liaison/IVC	500.00	08/20/12-12/19/12
Sim, Alec	Facilitator, SLO Liaison/IVC	500.00	08/20/12-12/19/12
Tabibzadeh, Kiana	Co-Chair, Physical Sciences/IVC	1,143.00	08/20/12-12/19/12
Tiongson, Edwin	Chair/Co-Facilit., Speech/IVC	4,090.00	08/20/12-12/19/12
Titus, Jodi	Chair, Geography/IVC	850.00	08/20/12-12/19/12
Tresler, Matthew	Chair, Fine Arts/Music/IVC	1,836.00	08/20/12-12/19/12
Tucker, Kari	Chair, Psychology/IVC	1,402.00	08/20/12-12/19/12
Urell, Bob	Chair, Business Sciences/IVC	3,509.00	08/20/12-12/19/12
Weatherford, Ted	Chair, Fine Arts/Dance/IVC	3,076.00	08/20/12-12/19/12
Wilson, Jeffrey	Chair, ESL/IVC	1,826.00	08/20/12-12/19/12

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 2011/2012 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Altman, Cheryl	Curric. Dev/CTE Grant/SC	6,596.64	07/01/12-07/30/12
Altman, Cheryl	Curric. Dev/CTE Grant/SC	3,820.62	08/01/12-08/19/12
Anthony, Richard	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Appleman, Jack	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Belyea, Barbara	Nursing Stud. Success Mgmt/SC	3,442.00	08/20/12-12/19/12
Cox, Barbara	Bus. Sci. Project #3 Mgmt/SC	600.00	07/01/12-08/17/12
Cox, Barbara	Bus. Sci. Project #2 Mgmt/SC	1,000.00	07/01/12-08/17/12
Fahimi, Traci	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Gabdrakhmanova, F.	CTE Tech Dev/Perkins/SC	5,500.00	07/01/12-08/17/12
Hill, Malia	Outreach/Fashion Show/SC	3,500.00	07/01/12-08/17/12
Hollenbaugh, Robert	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Ishii, Fumiko	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Keyton, Kimberly	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Kussoy, Carolina	Facilitator, AdminAsstPrgm/IVC	3,800.00	08/28/12-12/18/12
Manchik, Victor	Bus. Sci. CTE/CWE Data/SC	1,500.00	07/01/12-08/14/12
Manchik, Victor	Bus. Sci. Project #2 Reviews/SC	1,000.00	07/01/12-08/17/12
Massey, Bonnie	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Mathur, Roopa	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
McLaughlin, June	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Mohamed, Devon	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12

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 2011/2012 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Stephens, Blake	Curric. Dev/CTE Pgrm/SC	1,500.00	08/20/12-12/12/12
Titus, Jodi	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12
Urell, Robert	Recycling/Resource Mgmt/IVC	100.00	07/13/12-07/13/12

D. REORGANIZATION OF ACADEMIC ADMINISTRATOR - TITLE CORRECTION

1. ²DEAN OF FINE ARTS AND BUSINESS SCIENCES, Integrated Administrator/Manager
Salary Range 22, full-time, effective July 31, 2012.

² Position title correction from Dean of Fine Arts and Business Services to Dean of Fine Arts and Business Sciences. Item approved on July 30, 2012 Board Agenda. Position assigned to David Gatewood.

ATTACHMENT 1

NAME: ARIEL ALEXANDER

POSITION: MUSIC INSTRUCTOR
Fine Arts and Media Technology Division
Saddleback College
Full-Time, Tenure Track

EDUCATION:

D.M.A. Jazz Studies
University of Southern California
Los Angeles, CA

M.M. Jazz Studies
University of Southern California
Los Angeles, CA

B.M. Jazz Studies
Indiana University
Bloomington, IN

EXPERIENCE:

Dr. Alexander has gained recognition as a Los Angeles saxophonist, composer, educator, and entrepreneur. Originally from St. Louis, Dr. Alexander earned her Bachelor of Music at Indiana University and her master's and doctoral degrees from the University of Southern California. She has presented concerts throughout United States, South America, Europe, and Asia. She has performed with such artists as Stevie Wonder, Steve Miller (Steve Miller Band), Take 6, Nancy Wilson, Natalie Cole, Patti Austin, Ruben Studdard, and Monica Mancini. As a studio musician, Dr. Alexander regularly records for television and film soundtracks.

In addition to her experience as a performer and educator, Dr. Alexander is well-versed in Music Business and Arts Administration. She has served in leadership roles for several non-profit music education programs. She is also the sole proprietor of Rock Star Workshop (www.RockStarWorkshop.com), a mobile recording studio for children and teens.

PROFESSIONAL AFFILIATIONS:

- Jazz Education Network Marketing and Communications Committee
- TIME: Technology Institute Music Educators
- MENC: National Association for Music Education
- Los Angeles Jazz Collective
- Cal Jazz
- Music Education Professional Learning Network

ATTACHMENT 2

NAME: WILLIAM MCGUIRE

POSITION: THEATRE ARTS INSTRUCTOR
Fine Arts and Media Technology Division
Saddleback College
Full-Time, Tenure Track

EDUCATION:

M.F.A. Acting
Yale School of Drama
New Haven, CT

B.F.A. Acting
New York University
New York, NY

EXPERIENCE:

Mr. McGuire is a professional actor and educator who has taught and directed at Saddleback College as a part-time faculty for the last three years. While at Saddleback College, he has directed two plays and will direct another one in the Spring semester. His qualifications include extensive work in the nation's foremost nonprofit theatres, including four years as a Guthrie Theatre company member, The Shakespeare Theatre, American Repertory Theatre, and South Coast Repertory; extensive work in TV and film; extensive training in Linklater voice, and two years of private voice training with Robert Neff Williams of the Juilliard School. He is also has a certified Yoga instructor, has twenty-five years of martial arts training, extensive stage combat experience, fight choreography experience, and has had a variety of opportunities to teach theatre artists. Mr. McGuire has taught at a number of universities nationally, including California State Long Beach, where he was Interim Head of Acting.

Mr. McGuire's acting experience has ranged from performing in classical work directed by such dynamically innovative and intellectually rigorous directors as Garland Wright, Joanne Akalaitis, Bartlett Sher, Anna Shapiro, and Michael Kahn to being a series regular on a Nickelodeon TV show that required quick bold choices in material aimed for an audience of children. This wide range of experience enables him to perform and teach the many styles demanded of a contemporary actor.

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.

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

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

CLASSIFIED PERSONNEL ACTIONS/RATIFICATIONS

A. NEW PERSONNEL APPOINTMENTS

1. The following individuals are to be employed as **Substitutes** in the classification noted below, on an if-and-as-needed basis. (Information Items – Pursuant to Section 70902(d) of the California Education Code)

<u>Name</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Start Date</u>
Constanzo, Marina	Accounting Assistant/IVC	118/1	07/11/2012
Harada, Constance	Accounting Assistant/IVC	118/1	07/11/2012
Le, Tuan	Police Officer/IVC	II/1	07/11/2012
Luu, Tiffany	Accounting Assistant/IVC	118/1	08/08/2012
Ly, Claudia	Senior Laboratory Technician, MSE/SC	130/1	08/06/2012
Magyar, Tracey	Child Development Specialist/SC	122/1	08/09/2012
Phillips, Linus	Laboratory Technician, Life Phy. Sci./SC	122/1	08/13/2012
Phillips, Linus	Senior Laboratory Technician, MSE/SC	130/1	08/13/2012
Rezvani, Kimia	Student Development Office Assistant/IVC	121/1	07/13/2012
Severin, Lynn	Administrative Assistant/SC	121/1	07/01/2012
Swanson, Cora	Senior Administrative Assistant/SC	127/1	07/30/2012

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2011/2012 and 2012/2013** 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>
¹ Allen, Danielle	Project Specialist/SC	20.00	08/01/12-06/30/13
Allen, Danielle	Project Specialist/Dist.	18.00	07/01/12-06/30/13
² Anstadt, Cassandra	Project Specialist/SC	16.00	07/10/12-06/30/13
Artemov, Tatyana	Project Specialist/SC	20.00	08/15/12-06/30/13
Aviles, Denise	Project Specialist/SC	20.00	08/01/12-06/30/13
Baggs, Trudi	Spec. Project Coord./SC	25.00	07/01/12-06/30/13
Boklan, Ksenia	Project Specialist/SC	16.00	07/24/12-06/30/13
Borgeson, Andrew	Coaching Aide/SC	15.00	07/31/12-06/30/13
Carey, Barbara	Project Specialist/SC	20.00	07/17/12-06/30/13
Castro, Metzli	Outreach Aide/SC	11.50	07/10/12-06/30/13
Choi, Katlin	Project Specialist/SC	20.00	08/13/12-06/30/13
Clemons, Gregory	Project Specialist/SC	10.50	07/10/12-06/30/13
Conant, Elizabeth	Project Specialist/SC	9.50	07/06/12-06/30/13
Dean, Heather	CDC Aide/SC	12.00	07/31/12-06/30/13
Fellner, John	Project Specialist/SC	9.00	07/01/12-06/30/13
Garaud, Dimitri	TMD Aide/SC	16.00	07/10/12-06/30/13
Gorgen, Garrett	Project Specialist/SC	8.50	08/20/12-06/30/13
Gramling, Maria	Child Dev. Center Aide/SC	12.00	07/01/12-06/30/13
Gronau, John	Project Specialist/IVC	15.50	07/01/12-06/30/13
Guerrero, Jorge	Project Specialist/SC	16.00	07/24/12-06/30/13

¹ Daughter of Kimberly McCord, Executive Director of Fiscal Services/Comptroller, Office of Business Services, District.

² Daughter of Mary Anstadt, Program Specialist, Categorical, Division of Business Science and Economic and Workforce Development, Saddleback College.

A. NEW PERSONNEL APPOINTMENTS

2. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2011/2012 and 2012/2013** 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>
Jost, Donna	Spec. Project Coord./SC	25.00	07/01/12-06/30/13
Khabovets, Kristina	Project Specialist/SC	18.00	08/15/12-06/30/13
Knori, Salina	Project Specialist/IVC	12.50	07/16/12-06/30/13
Koscielski, Nicholas	Project Specialist/SC	10.50	07/09/12-06/30/13
³ Looney, Tia	Project Specialist/SC	12.50	08/15/12-06/30/13
Madriaga, Marco	Outreach Aide/SC	11.50	07/30/12-06/30/13
Manzanares, A.	CDC Aide/SC	12.00	08/02/12-06/30/13
Medlen, Nicole	CDC Aide/SC	12.50	08/08/12-06/30/13
Mortensen, Tina	Coaching Aide/IVC	15.00	07/17/12-06/30/13
Purpura, Robert	Coaching Aide/SC	15.00	07/31/12-06/30/13
Samaie, Pegah	TMD Aide/SC	20.00	07/31/12-06/30/13
Seabourne, Patricia	Project Specialist/SC	9.50	07/10/12-06/30/13
Serrano, Carlos	Outreach Aide/SC	12.50	06/15/12-06/30/13
Tate, Christopher	Outreach Aide/SC	12.50	07/10/12-06/30/13
Trippe, William	Project Specialist/SC	18.00	08/15/12-06/30/13
Trippe, William	ST Campus Sec. Off./SC	18.00	07/24/12-06/30/13
Uhlman, John	Project Specialist/SC	18.00	08/15/12-06/30/13

3. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2012/2013** academic year.

<u>Name</u>	<u>Start/End Date</u>
Deweese, Mallory	07/17/12-06/30/13
Longo, Amber	08/08/12-06/30/13
McGee, Cassia	07/01/12-06/30/13
Sanchez, Bridget	08/09/12-06/30/13

4. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2012/2013** 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>
Arth, Allison Taylor	Sr. Lifeguard/SC	16.00/hr	08/01/12-06/30/13
Bolick, David	Clinical Skills Spec./SC	30.00/hr	07/31/12-06/30/13
Bowman, Leah	Tutor/SC	12.00/hr	07/31/12-06/30/13
Ehsani, Aida	Tutor/IVC	12.00/hr	08/08/12-06/30/13
Felfeli, Mehran	Tutor/IVC	12.00/hr	08/08/12-06/30/13
Galvez Alvarez, Diego	Tutor/SC	12.00/hr	07/17/12-06/30/13

³ Wife of Cameron Looney, Custodian, Office of Physical Plant, Irvine Valley College, and daughter-in-law of Michael Looney, Police Officer, Office of Campus Safety and Security, Irvine Valley College.

A. NEW PERSONNEL APPOINTMENTS

4. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2012/2013** 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>
Gamer, Samuel	Tutor/IVC	12.00/hr	08/08/12-06/30/13
Goodman, Alex	Tutor/IVC	12.00/hr	07/31/12-06/30/13
Hidalgo, Miguel	Tutor/IVC	12.00/hr	08/08/12-06/30/13
Khashai, Fatemeh	Tutor/IVC	12.00/hr	08/01/12-06/30/13
Kulasekaran. Swarun	Tutor/IVC	12.00/hr	08/01/12-06/30/13
Lin, Eric	Tutor/SC	12.00/hr	07/17/12-06/30/13
Phillips, Linus	Tutor/SC	12.00/hr	07/17/12-06/30/13
Robbins, Sacha	Tutor/IVC	12.00/hr	07/01/12-06/30/13
Rosenkrantz, Anthony	Tutor/SC	12.00/hr	07/31/12-06/30/13
Stratton, Carmen	Comm. Ed./SC	2500.00/cs	08/01/12-06/30/13
Yang, Chih	Tutor/IVC	12.00/hr	07/01/12-06/30/13

B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION –

1. DEVELOPMENT ASSOCIATE, TECHNOLOGY AND DONOR/ALUMNI DEVELOPMENT, Classified Bargaining Unit Salary Range 138, Office of College Foundation, 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 August 28, 2012. (Exhibit B, Attachment 1)

C. REORGANIZATION OF CLASSIFIED CATEGORICAL GRANT FUNDED POSITIONS

1. **SADDLEBACK COLLEGE** seeks authorization to reorganize the reporting structure for the following Classified Bargaining Unit position, categorical grant funded by the Saddleback College Foundation, from reporting to the Director of College Foundation to begin reporting to the Director of College Broadcast Services, as defined in Title V Education Regulation, Section (c), Recruitment 53021, effective July 23, 2012.
- a. PROGRAM ASSISTANT, categorical/grant funded, Pos. #3899, Classified Bargaining Unit Salary Range 118, 20 hours per week, 12 months per year. This position is appointed to Judy Davila, ID #12423, with employment contingent upon the availability of funding by the College Foundation grant.

D RECLASSIFICATION OF CLASSIFIED CATEGORICAL GRANT FUNDED POSITIONS

1. **SADDLEBACK COLLEGE**, Division of Business Sciences and Economic and Workforce Development, seeks authorization to reclassify the following Classified Bargaining Unit, categorical, grant funded positions, within their organization as defined by Title V Education Regulation, Section (c), Recruitment 53021.

D. RECLASSIFICATION OF CLASSIFIED CATEGORICAL GRANT FUNDED POSITIONS -
Continued

- 1a. **REPLACE** PROGRAM SPECIALIST, Categorical, by eliminating Pos. #4216, Classified Bargaining Unit Salary Range 130, full-time, 40 hours per week, 12 months per year, a grant funded position by the Community Collaborative Grant from its staff complement, and establishing a PROGRAM COORDINATOR, Categorical, Classified Bargaining Unit Salary Range 134, full-time, 40 hours per week, 12 months per year, a grant funded position by the CTE Transitions and CTE Community Collaborative Grants, effective July 1, 2012.
- 1ai. **RECLASSIFY** ANSTADT, MARY, from Program Specialist, Categorical, Pos. #4216, a grant funded position by the Community Collaborative Grant, Classified Bargaining Unit Salary Range 130, Step 6, 40 hours per week, 12 months per year to a Program Coordinator, Categorical, a grant funded position by the CTE Transitions and CTE Community Collaborative Grants, Classified Bargaining Unit Salary Range 134, Step 5, 40 hours per week, 12 months per year, effective July 1, 2012.
- 1b. **REPLACE** PROGRAM ASSISTANT, Categorical, by eliminating Pos. #3906, Classified Bargaining Unit Salary Range 118, full-time, 40 hours per week, 12 months per year, a grant funded position by the Teachers Prep Pipeline Grant from its staff complement, and establishing a PROGRAM TECHNICIAN, Categorical, Classified Bargaining Unit Salary Range 122, full-time, 40 hours per week, 12 months per year, a grant funded position by the CTE Transitions and CTE Community Collaborative Grants, effective July 1, 2012.
- 1bi. **RECLASSIFY** MC CONNELL, TRACY, from Program Assistant, Categorical, Pos. #3906, a grant funded position by the Teachers Prep Pipeline Grant Classified Bargaining Unit Salary Range 118, Step 4, 40 hours per week, 12 months per year to a Program Technician, Categorical, a grant funded position by the CTE Transitions and CTE Community Collaborative Grants, Classified Bargaining Unit Salary Range 122, Step 3, 40 hours per week, 12 months per year, effective July 1, 2012.

E. CHANGE OF STATUS

- 1. **CLASSIFIED EMPLOYMENT** (Information Items – Pursuant to Board Policy 4002.1)
 - a. BANGS, BARBARA, ID #2535, Buyer, Pos. #3263, Classified Bargaining Unit Salary Range 126, Step 6, 40 hours per week, 12 months per year, Purchasing, Office of Business Services, District, is to be employed as Senior Buyer, Pos. 3400, Classified Bargaining Unit Salary Range 130, Step 6, 40 hours per week 12 months per year, Purchasing, Office of Business Services, District, effective August 14, 2012. This is a replacement for Linda Sommers, who retired.

E. CHANGE OF STATUS - Continued

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)
 - b. YANG, KAREN, ID #15183, Counseling Office Assistant, Categorical, Pos. #3883, a grant funded position, Classified Bargaining Unit Salary Range 115, Step 6, 25 hours per week, 12 months per year, Division of Counseling Services and Special Programs, Saddleback College, is to be employed as Administrative Assistant, Pos. #4505, Classified Bargaining Unit Salary Range 121, Step 4, 24 hours per week, 12 months per year, Division of Liberal Arts, Saddleback College, effective August 13, 2012. This position was approved by the Board of Trustees on February 27, 2012.

F. OUT OF CLASS ASSIGNMENTS

1. AFSHARI, MARYAM, ID #12385, Articulation Specialist, Pos. #3214, a temporary assignment, Classified Bargaining Unit Salary Range 127, Step 1, 40 hours per week, Division of Counseling Services and Special Programs, Saddleback College, has returned to permanent assignment as Counseling Office Assistant, Pos. #3238, Classified Bargaining Unit Salary Range 115, Step 6, 29 hours per week, 12 months per year, Division of Counseling Services and Special Programs, Saddleback College, effective July 23, 2012.
2. KLINGE, ELLIOT, ID #18013, Front of House Assistant, Pos. #4390, Classified Bargaining Unit Salary Range 118, Step 2, 29 hours per week, 12 months per year, Division of Fine Arts and Media Technology, Saddleback College, has been given a temporary change in assignment to Ticket Office Operations Manager, Pos. #3399, Classified Bargaining Unit Salary Range 122, Step 1, 40 hours per week, Division of Fine Arts and Media Technology, Saddleback College, effective August 1, 2012. This is a temporary reassignment for Harry Snowden, who is on leave.
3. LOUIE, SHARON, ID #14781, Senior Administrative Assistant, Pos. #3367, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, School of Academic Programs, Irvine Valley College, has been given a temporary change in assignment to Director of Extended Education, Pos. #4550, Integrated Administrator Manager Salary Range 13, Step 1, 40 hours per week, School of Academic Programs, Irvine Valley College, effective July 31, 2012. This is a temporary replacement for David Anderson, who received a change in status.
4. MC CORMICK, MICHAEL, ID #16371, Senior Laboratory Technician, Theater Arts/Carpentry, Pos. #3869, Classified Bargaining Unit Salary Range 130, Step 4, 40 hours per week, 12 months per year, Division of Fine Arts and Media Technology, Saddleback College, has been given a temporary change in assignment to Technical Director/Scenic Designer, Pos. #3756, Classified Bargaining Unit Salary Range 132, Step 4, 40 hours per week, Division of Fine Arts and Media Technology, Saddleback College, effective July 16, 2012. This is a temporary replacement for Charles Rogers, who resigned.
5. ONTIVEROS, MANUEL, ID #4096, Custodian, Pos. #1042, Classified Bargaining Unit Salary Range 113, Step 6, 40 hours per week, 12 months per year, Facilities Custodial, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Lead Custodian, Pos. #3306, Classified Bargaining Unit Salary Range 119, Step 4, 40 hours per week, Facilities Custodial, Office of Physical Plant, Saddleback College, effective August 1, 2012. This is a temporary reassignment for Francisco Salina, who retired.

F. OUT OF CLASS ASSIGNMENTS - Continued

6. WINSTON, JENNIFER, ID #9330, Senior Administrative Assistant, Pos. #3326, Classified Bargaining Unit Salary Range 127, Step 4, 40 hours per week, 12 months per year, Office of the President, Irvine Valley College, has been given a temporary change in assignment to Manager, Office of the President, Pos. #4591, Integrated Administrator Managers Salary Range 10, Step 1, 40 hours per week, Office of the President, Irvine Valley College, effective September 10, 2012 through October 2, 2012. This is a temporary reassignment for Sandy Jeffries, who will be on leave.

G. ADDITIONAL COMPENSATION

1. ANDERSON, DAVID, ID #11325, Director, Emeritus Instructional Program, Pos. #4549, Office of Instruction, Saddleback College, Integrated Administrator Manager Salary Range 14, Step 8, is to be paid a monthly stipend of \$125.00 for mileage allowance, effective July 1, 2012.
2. MC CORD, KIMBERLY, ID #18539, Executive Director of Fiscal Services/Comptroller, Pos. #4571, Office of Business Services, District, Integrated Administrator Manager Salary Range 23, Step 6, is to be paid a monthly stipend of \$250.00 for mileage allowance, effective July 1, 2012.
3. MORLEY, RICHARD, ID #18352, Director of College Foundation, Pos. #4645, Office of the President, Irvine Valley College, Integrated Administrator Manager Salary Range 16 , Step 8, is to be paid a monthly stipend of \$250.00 for mileage allowance, effective July 1, 2012.

H. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT

1. ANSALDO, WARREN, ID #15310, Senior Laboratory Technician, Mathematics, Sciences and Engineering, Pos. #2157, Classified Bargaining Unit Salary Range 130, Step 6, 40 hours per week, 12 months per year, Chemistry, Division of Mathematics, Sciences and Engineering, Saddleback College, resignation effective August 3, 2012. Payment is authorized for any compensated time off. (Start date: January 16, 2007)
2. CHU, FANNIE, ID #13232, Child Development Specialist, Pos. #3285, Classified Bargaining Unit Salary Range 122, Step 4, 27.5 hours per week, 12 months per year, Child Development Center, Office of Student Services, Irvine Valley College, resignation effective August 17, 2012. Payment is authorized for any compensated time off. (Start date: December 1, 2009)
3. GROSCOST, RICHARD, ID #13551, Police Operations Lieutenant, Pos. #4595, Integrated Administrator Manager Salary Range 12, Step 3, 40 hours per week, 12 months per year, Office of Campus Safety and Security, Irvine Valley College, resignation effective August 10, 2012. Payment is authorized for any compensated time off. (Start date: May 11, 2009)
4. WYCHE, SONJA, ID #14462, Human Resources Specialist, Pos. #3293, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, Office of Human Resources, District, resignation effective August 20, 2012. Payment is authorized for any compensated time off. (Start date: August 31, 2005)

I. VOLUNTEERS

1. The following individuals are to be approved as Volunteers for the 2012/2013 academic year.

Advanced Technology and Applied Science, Saddleback College

Abrams, Paul	Eck, Nicholas	Miller, Shanna
Ossia, Kamran	Pasztor, Victor	

Emeritus Institute, Saddleback College

Olsen, Constance

Fine Arts, Saddleback College

Baker, Heather	Baker, Renee	Berkson, Brianna
Berkson, Nancy	Borovinsky, Mary	Borovinsky, Kelsey
Cintron, Emily	Cintron, Nina	Del Rey, Blake
Faukner, Emma	Faukner, Renee	Hawley, Katie
Hawley, Mary Kay	Hawley, Melanie	Howe, Bailey
Howe, Terese	Hiklotubbe, Sandy	Hoklotubbe, Hailey
Jackson, Danielle	Jenster-Callas, Adriane	Kirkwood, Brionne
Kirkwood, Sandra	Lee, Cyndi	Lee, Alexandra
Ochoa, Erica	Priest, Amalia	Priest, Liz
Skenderian, Liz	Swanson, Kathryn	Swanson, Maribel
Thee, Molly	Thee, Nancy	Trujillo, Kayla
Verde, Alanna	Verde, Debra	Warday, Samantha
Wolford, Miranda		

College Foundation, Saddleback College

Idris, Nehal

Learning Assistance Program, Online Education/Learning Resources, Saddleback College

Denecour, Ron	Galvez, Diego Avalos	Martin, Dennis
Mercado, Romeo	Scanlan, Kevin	

School of Physical Sciences and Technology, Irvine Valley College

Anderson, Kathy	Dunkle, Glenn	Lefevre, Daniel
Nguyen, Nga	Portnoy, Dusta	Wang, Victoria

ATTACHMENT 1

South Orange County Community College District

**DEVELOPMENT ASSOCIATE - TECHNOLOGY AND DONOR/ALUMNI DEVELOPMENT –
ID # , Classified Bargaining Unit Salary 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 from the Executive Director of a College Foundation responsible for the management and integrity of fundraising and constituent data; using database and social networking internet tools, develops and implements strategies to build an online community; provides expert level technical support and serves as an integral member of the development/fund raising team; identifies, develops and carries out strategies to enhance the value and use of the information for all development programs and to increase giving from constituents through print, online, and traditional channels; assists in coordinating and implementing special events and other Foundation related activities; and provides highly complex staff assistance to the Executive Director.

DISTINGUISHING CHARACTERISTICS

The Development Associate is an advanced journey/technical expert level with significant expertise in donor database management. Incumbents in this position must be able to perform duties with minimal direction, demonstrate leadership in managing and maintaining the database, and work collaboratively with other team members to fulfill the goals and mission of the Foundation. The Development Associate is a highly technical position requiring an individual with a strong knowledge of internet community building and social network marketing, and a desire to work in a cause-related nonprofit environment. Incumbents may provide lead direction to development team members who provide user support services.

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. Provide technical support for, training of, and management of the Raiser's Edge fundraising and donor database; develop policies and procedures to assure the accuracy and quality of constituent information ; continually work towards improving the quality of and use of information provided by the database; regularly review and cleanse data to ensure integrity.
2. Develop an understanding and maintain current knowledge of Development programs and take a proactive role to support them with electronic systems; establish strategies and plans for the maintenance, use, and development of the database that will directly benefit users and development programs.
3. Ensure information is input accurately and in a timely manner; process, reconcile, and transmit donations and pledges; establish and maintain donor acknowledgement services for timely reporting on gifts and to maintain strong donor relations; build and run unique queries, analysis reports, exports, mailing lists and other items needed by team members develop; provide regular and ad hoc reports to Executive Director and other staff members to analyze and assess program results.
4. Using internet tools, develop and maintain online presence; research and recommend appropriate social networking and marketing opportunities; design, develop and implement approved programs to cultivate and build constituent relations and enhance online giving.

South Orange County Community College District
Page 2 - Development Associate - Technology and Donor/Alumni Development

REPRESENTATIVE DUTIES

5. Work closely with colleagues, such as Information Technology and Marketing staff; consult and collaborate with Marketing staff to develop and execute digital and printed collateral materials to support donor relationships with the college, including but not limited to social networking materials such as E-newsletters and email, integrated U.S. mail/email programs for direct donor communication and solicitation that also drives alumni and potential donors to the foundation website; ensure all college and District requirements for internet and print use are met.
6. Participate in a variety of fundraising activities; manage or assist with the organization and execution of special events; design and prepare invitations, letters, and other materials appropriate to the event; provide assistance at events and represent the Foundation to attendees; perform follow-up activities, which may include entering and tracking donations and gifts, sending acknowledgement letters, and documenting procedures.
7. Attend a variety of meetings and functions on campus to promote the work of the Foundation; represent the Foundation to internal and external customers as directed.
8. Develop and maintain good working relationships.
9. Maintain current knowledge of product issues, software improvements and best practices; research and recommend changes and/or enhancements; in collaboration with District Information Technology and/or the software vendor assist with system upgrades and implementation of new functionality.
10. Perform related duties as required.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Principles, techniques, and ethics of professional fundraising.
Advanced donor and fundraising database management.
Advanced application of online social networking and marketing tools.
Principles and techniques of training and communicating with non-technical users.
Principles and techniques used in public relations.
Office procedures, methods, and equipment including computers and applicable software applications.
Principles, practices, and procedures of business letter writing, report writing, and electronic communication.
English usage, grammar, spelling, punctuation, and vocabulary.
District and Foundation organization, operations, policies, and objectives.

Ability to:

Manage and maintain the integrity of a complex database.
Design, generate, and manage effective development reports.
Research, compile, analyze and interpret data.
Work independently or in a team environment while managing multiple priorities.
Represent the Foundation in a professional manner and provide excellent service and support to internal and external customers.
Enter data at a speed necessary for successful job performance.
Train and/or provide work direction to assigned staff and student workers.
Use correct English grammar, spelling, punctuation, and vocabulary.

South Orange County Community College District
Page 3 - Development Associate - Technology and Donor/Alumni Development

Ability to:

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, electronically, or in person.
Demonstrate initiative and work with minimal supervision.
Work with and exhibit sensitivity to and understanding of the diverse racial, ethnic, disabled, sexual orientation, and cultural populations of community college students.
Communicate clearly and concisely, both orally and in writing.
Establish and maintain effective working relationships with those contacted in the course of work.

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, communications, public relations, marketing or a related field.

Experience:

Two years of increasingly responsible experience managing a donor database; experience with Raiser's Edge and Net Community preferred. Experience in alumni development, internet marketing, and social network marketing highly desirable.

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 indoors at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone. 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 and travel to different locations to attend meetings or events; 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 extensive 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: 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>
9/22/12 8:00am	TAS 124 TAS 127	Clifford Meyer	Hybrid Vehicle Technology	Jack Rosebro	Current Hybrid-Electrical Vehicle Technology
9/23/12 8:00am	TAS 124 TAS 127	Clifford Meyer	Hybrid Vehicle Technology	Jack Rosebro	Current Hybrid-Electrical Vehicle Technology

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>
8/1/12 8:00 p.m.	A406	Bonnie Massey	ENV 185	Stephen Groener	Social Marketing Expert
8/13/12 9:00 a.m.	PAC Auditorium	Stephen Rochford	Flex week presentation	Harold Martin	Today's Community College Veteran Student: How to Really Thank Them for Their Service

TO: Board of Trustees
FROM: Gary L. Poertner, Chancellor
RE: SOCCCD: Basic Aid Report
ACTION: Information

BACKGROUND

The Board of Trustees has requested regular information reports about projected basic aid receipts and approved projects.

STATUS

EXHIBIT A shows FY 1999–2000 actual Basic Aid receipts since the District became a Basic Aid District, as well as the projects that the Board of Trustees has approved for funding with Basic Aid Funds. This annual report also displays the detail of the closed projects.

As of July 30, 2012, Total Basic Aid Estimated Receipts of \$472.7M less Total Approved Projects in the amount of \$455.1M leaves a \$17.6M balance for uncommitted Basic Aid Funds.

It should be noted that some of the approved projects are for state funded project match. Although approved, these funds will not be needed until the projects are approved by the State for funding.

Changes to the Basic Aid allocation for August, 2012, includes \$74.3M of new expenditure projects as presented in the FY 2012-2013 Tentative Budget and approved at the June 25, 2012 board of trustees meeting.

**South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
August 27, 2012**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/08 Actual</i>	<i>2008/09 Actual</i>	<i>2009/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>Balance Remaining for 2012/13</i>
CLOSED PROJECTS							
2005/06 Allocation for Salary Schedule Restructure (2005)	4,245,000	4,245,000	-	-	-	-	-
College/District Contributions for Debt Retirement - COPS (2003)	4,380,701	4,380,701	-	-	-	-	-
ATEP Hangar & Chapel Utilities (2007)	-	\$1M approved 2007, transferred to ATEP First Bldg Phase 3A 2011					-
ATEP Parking Lot Renovation (2009)	176,413		-	176,205	208		-
IVC Early College Program (2007)	60,000	19,626	40,374	-			-
IVC Floor Repairs (2003)	58,340	58,340	-	-			-
IVC Lot Expansion and Phase 1 of Lot 6 (2003)	1,476,759	1,476,759	-	-			-
IVC Maintenance and Police Facility (2005)	4,553,656	4,553,273	383	-			-
IVC Modular Building (2003)	370,000	370,000	-	-			-
IVC Performing Arts Center (2001)	17,006,209	16,782,295	38,469	185,445			-
IVC Science Equip & TV Studio (2000)	500,000	500,000	-	-			-
IVC Sports Facilities (2000)	896,000	896,000	-	-			-
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs (2006)	484,123	478,657	5,466	-			-
IVC Modular Bldg Replacement (CEC) (2006)	197,402	197,402	-	-			-
IVC A-300 Bldg Remodel (2007)	1,902,389	143,963	1,529,452	228,508	467		-
SC Hire Consultant for Parking/Traffic Study (2005)	24,250	24,250	-	-			-
SC McKinney Theater Lighting and Sound Systems Upgrade (2004)	1,335,000	1,335,000	-	-			-
SC M/S/E Bldg Ventilation System Upgrade (2010)	-	\$5M approved 2010, transferred to SC Sciences bldg 2011					-
SC BGS Mold Abatement and Air Quality Improvements (2005)	8,724,200	8,695,454	28,746	-			-
SC Science Equip & TV Studio (2000)	500,000	500,000	-	-			-
SC Science/Applied Science Bldg (2005)	14,850	14,850	-	-			-
SC Sports Facilities (2000)	817,310	817,310	-	-			-
Distr Svc/SC Health Science/District Office Building (2002)	15,251,655	15,251,655	-	-			-
SOCCCD Debt Retirement Contribution (2001)	34,400,000	34,400,000	-	-			-
SOCCCD Fiscal and HR Systems Repl. (2005)	27,500	27,500	-	-			-
SOCCCD HR Recruitment Work Plan (2005)	85,911	85,911	-	-			-
SOCCCD Enrollment Mgmt/Mktg, Outreach & Recruit Strategy (2005)	329,830	329,830	-	-			-
SOCCCD Districtwide Telephone System (2004)	4,499,498	4,499,498	-	-			-
SOCCCD Replace HR & Bdgt Dev Systems (2006)	897,740	897,740	-	-			-
SOCCCD Technology Needs 2004/05 (2005)	3,548,415	3,548,415					-
SOCCCD Technology Needs 2005/06 (2006)	3,324,203	3,324,203					-
SOCCCD Technology Needs 2006/07 (2007)	4,395,000	4,260,838	104,504	29,658	-	-	-
CLOSED PROJECTS TOTAL	114,482,353	112,114,469	1,747,393	619,815	675	-	-

**South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
August 27, 2012**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/08 Actual</i>	<i>2008/09 Actual</i>	<i>2009/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>Balance Remaining for 2012/13</i>
CAPITAL PROJECTS							
Campus Appearance Improvement IVC & SC (2009)	1,000,000		378,837	215,312	144,365	738	260,748
ATEP Building Demolition (2007)	7,000,000		61,693	12,192	1,439,404	781,124	4,705,587
ATEP Development (2008)	3,750,000	565,425	1,041,250	750,807	735,035	555,174	102,309
ATEP First Building Phase 3A (2011)	12,500,000						12,500,000
ATEP Operating Budget* (2006)	11,601,028	3,935,289	2,273,645	2,390,930	1,798,762	507,119	695,283
ATEP Renovation (2002)	7,964,191	7,192,625	103,660	450,213	153,872	29,990	33,831
ATEP Site Development (2012)	340,436					31,948	308,488
ATEP Site Development (2013)	2,100,000						2,100,000
ATEP Site Development Negotiations (2008)	4,265,883	899,132	1,080,568	592,509	618,846	322,921	751,907
ATEP Staffing, Equipment, Program Development (2007)	891,611		20,689	171,285	346,066	291,119	62,452
IVC A-400 Bldg Remodel (2011)	11,463,000					28,153	11,434,847
IVC Business & Technology Innovation Center (2002)	10,182,000	6,571,307	2,292,938	23,716	-	(346)	1,294,385
IVC Design and Install Entrance from Barranca (2003)	2,850,000	9,950	-	41,576	45,644	143,803	2,609,026
IVC Fine Arts Building (2008)	8,897,115	61,163	115	-		-	8,835,837
IVC Landscaping PAC & BSTIC (2009)	1,796,000		-	105,493	146,485	1,286,761	257,261
IVC Life Sciences Project (2004)	17,410,000		81,776	793,360	448,231	(1,169,892)	17,256,525
IVC New Parking Lot (2013)	2,920,000						2,920,000
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	150,142
IVC Replace Main Water Valves (2010)	275,000			6,035	76,957	97,311	94,697
IVC Replace Natural Gas Piping A&B Quads (2010)	230,000			3,088	41,368		185,544
IVC Science Lab Addition & Remodel (2006)	6,980,000	362,837	2,373,462	2,024,161	412,531	-	1,807,009
IVC SSC HVAC System (2010)	800,000			1,346	19,668	732	778,254
IVC Upgrade Exterior & Entries to B300 (2013)	680,000						680,000
IVC Utility Service Project (2006)	416,000	346,223	-	-		-	69,777
SC Bridge Replacement (2010)	1,700,000			2,693	97,266	661,721	938,320
SC Building Repairs - Library Remodel (2003)	7,141,000	77,892	-	511,511	745,863	1,817,215	3,988,518
SC Building Repairs - LRC Comm Arts Renovation (2013)	2,622,000					-	2,622,000
SC Building Repairs - ATAS Building (2003)	14,733,313	152,376	1,048	-	13,800	94,380	14,471,709
SC Building Repairs - ATAS Swing Space Renov (2013)	5,806,687						5,806,687
SC Demolition and Upper Quad Remodel (2008)	1,000,000		-	-			1,000,000
SC Demolition of Lower Campus Buildings (2002)	1,719,000	1,718,545	-	-			455
SC Fine Arts HVAC Renovation (2013)	1,000,000						1,000,000
SC Golf Driving Range Net Replacement (2005)	300,000	91,800	5,000	5,000	4,950	19,300	173,950
SC Health Sciences/DS Waterproofing (2013)	1,000,000						1,000,000
SC Loop Road (2008)	3,442,000		-	5,740	212,701	-	3,223,559
SC M/S/E Bldg, Soil, & Slab Repairs (2003)	128,710	128,595	115	-			-
SC M/S/E Plaza Repairs (2008)	69,288		69,288	-			-
SC M/S/E Renovation (2009)	39,000		39,000	-			-
SC McKinney Theater Restroom remodel (2007)	2,542,000	267,956	2,023,613	72,862	121	8,244	169,204
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	33,349
SC Roof Replace Tech & Applied Science, Village Bldg 3-8 (2010)	1,500,000			166,833	851,935	337,751	143,481
SC Sciences Building (M/S/E annex) (2003)	58,835,346	29,595	-	-	258,563	1,840,003	56,707,184
SC Storm Drain Repairs (2013)	1,500,000						1,500,000
SC Temporary Classroom Facilities (2005)	7,269,285	7,176,367	450	300		-	92,168
SC Village Expansion (2009)	3,942,000		463,110	2,942,595	474,450	(33,574)	95,418

South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
August 27, 2012

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/08 Actual</i>	<i>2008/09 Actual</i>	<i>2009/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>Balance Remaining for 2012/13</i>
SC Village Remodel (2007)	4,130,000	244,229	2,014,945	1,311,975	124,943	13,762	420,147
SC Water Damages/Storm Drainage Issues (2013)	750,000						750,000
CAPITAL PROJECTS TOTAL	241,397,008	29,831,305	14,325,202	12,601,556	10,704,505	7,889,263	166,045,177

SCHEDULED MAINTENANCE							
College Scheduled Maintenance Projects (2005)	1,000,000	965,319	7,765	2,630	-	24,285	0
College Scheduled Maintenance Projects (2006)	4,000,000	909,270	1,420,296	1,182,288	250,144	40,735	197,267
IVC Library Exterior (2013)	275,000						275,000
IVC Lighting & Walkways (2013)	475,000						475,000
IVC Sports Facilities (2012)	342,600						342,600
SC Central Plant (2013)	750,000						750,000
SC Energy Management System (2012)	657,400					323,678	333,722
SC PE Complex (2013)	500,000						500,000
SCHEDULED MAINTENANCE PROJECTS TOTAL	8,000,000	1,874,589	1,428,061	1,184,918	250,144	388,698	2,873,590

IT PROJECTS							
Campus Desktop Refresh (2013)	750,000						750,000
SOCCCD Awards Management System (2013)	500,000						500,000
SOCCCD Blackboard Plug-ins (2013)	150,000						150,000
SOCCCD Degree Audit/MAP Upgrade (2013)	750,000						750,000
SOCCCD Document Management Solution (2011)	659,202					622,823	36,379
SOCCCD End-of-Life Core Network/Tech Refresh (2013)	2,500,000						2,500,000
SOCCCD Enterprise Content Mgmt Expansion (2013)	150,000						150,000
SOCCCD HR/Bus Svcs Integrated Software (2013)	3,000,000					16,131	2,983,869
HRIS Data Migration	20,000						20,000
IT Governance - TeamDymanixHE Software	50,000						50,000
TracDat Integration with SharePoint	35,000						35,000
DW Infrastructure Inventory System	75,000						75,000
MySite Help System	20,000						20,000
Unified Communications System	50,000						50,000
IT Contingency	277,855						277,855
SOCCCD IT Basic Aid Projects (2013)	527,855					-	527,855
SOCCCD IT Projects SC/IVC/ATEP Instruct & Student Svc (2010)	8,744,770			2,906,089	2,665,868	1,745,944	1,426,869
SOCCCD Matriculation SEP System (2013)	100,000						100,000
SOCCCD Predictive Analytics (2013)	250,000						250,000
SOCCCD Student Information System Enhancement (2013)	1,500,000						1,500,000
SOCCCD Student Information System Upgrade-Phase I/Phase II (2006)	14,102,260	8,819,991	4,111,633	1,099,661	4,250	22,466	44,259
SOCCCD Technology Needs 2007/08 (2008)	8,036,477	1,668,384	3,815,348	1,197,263	923,579	392,177	39,726
IT PROJECTS TOTAL	41,720,564	10,488,375	7,926,981	5,203,013	3,593,697	2,799,541	11,708,957

**South Orange County Community College District
Expenditure History for Approved Basic Aid Projects
August 27, 2012**

<i>Project Description</i>	<i>Approved Amount</i>	1999/08 Actual	2008/09 Actual	2009/10 Actual	2010/11 Actual	2011/12 Actual	Balance Remaining for 2012/13
OTHER ALLOCATIONS							
College (SC) Instructional Equipment Needs (2005)	1,392,000	858,276	473,955	55,238	-	1,847	2,685
SOCCCD Consultant District Educational & Facilities Master Plan (2005)	735,010	370,010	-	-	321,010	21,400	22,590
SOCCCD Design/Build Specialty Consultant (2013)	175,000					13,300	161,700
SOCCCD DSA Project Close Out (2013)	160,000						160,000
SOCCCD Facilities System (2013)	704,000						704,000
SOCCCD FPP, IPP, 5 Year Plans (2013)	100,000						100,000
SOCCCD Lease/Leaseback Consultant (2013)	175,000						175,000
SOCCCD Legislative Advocacy Services - Basic Aid (2004 - present)	435,000	102,000	34,354	13,140		117,900	167,606
SOCCCD Legal Counsel Facility Related Issues (2013)	300,000						300,000
SOCCCD Legal Defense for Invocation Complaint (2010)	1,208,817					1,208,817	-
SOCCCD Trustee Election/General Election Expense (2004 - present)	2,198,988	453,867	527,830	-	417,291	-	800,000
SOCCCD Additional 1% Contingency (2009)	1,278,101		-	-	1,278,101	-	-
SOCCCD Retiree Benefits (2001 - present)	40,617,938	24,417,938	500,000	2,500,000	8,000,000	2,600,000	2,600,000
OTHER ALLOCATIONS TOTAL	49,479,854	26,202,091	1,536,139	2,568,378	10,016,402	3,963,264	5,193,580
BASIC AID PROJECT TOTALS	455,079,779	180,510,829	26,963,776	22,177,681	24,565,424	15,040,766	185,821,304

	1999/08 Actual	2008/09 Actual	2009/10 Actual	2010/11 Actual	2011/12 Actual	Balance Remaining for 2012/13
Commitments	257,813,653	54,256,170	37,446,916	41,176,493	(9,951,045)	74,337,592
Cumulative Commitments	257,813,653	312,069,823	349,516,739	390,693,233	380,742,187	455,079,779
Receipts	265,016,219	51,179,365	39,022,021	38,737,963	39,301,044	39,462,256
Cumulative Receipts	265,016,219	316,195,584	355,217,605	393,955,568	433,256,612	472,718,868
Cumulative Expenses	180,510,829	207,474,605	229,652,286	254,217,709	269,258,475	455,079,779
Uncommitted Basic Aid Funds	84,505,390	108,720,979	125,565,319	139,737,859	163,998,137	17,639,089

<i>Change from July 2012 Report:</i>	<i>Approved Amount</i>						<i>2012/13 and Forward</i>
New FY 2012-2013 Projects approved in the Tentative Budget	74,337,592						74,337,592
Total Change	74,337,592						74,337,592

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

August 27, 2012

SADDLEBACK COLLEGE

1. JAMES B. UTT LIBRARY REMODEL

	Original	Revision	Total
Original Project Budget:			\$21,124,000
State Match:	\$16,139,000		
State Match Reduced at Bid:		\$15,673,000	
Basic Aid Allocation:	\$ 4,985,000	\$15,272,000	\$20,257,000

Budget Narrative: Budget reflects Board agenda action on 10/24/04 and 6/22/09. The original state approved budget totaled \$21,124,000. State reimbursement for Equipment funding of \$2,000,000 is pending.

Contractor delays result in extended costs for inspections, labor compliance, and project management cost. Staff will seek reimbursement during settlement discussions with the contractor.

Status: The contractor is *thirteen* months behind schedule. On March 5th, the Division of Labor Standards Enforcement (DLSE) approved the district's request for forfeiture by the contractor of \$529,459.14 associated with payroll irregularities. *A conference call was held between DLSE, District council, Bayley Contractors, and CTAC (subcontractor to Bayley) in an effort to informally resolve the pending forfeiture issue. The subcontractor (CTAC) did not attend the scheduled cal. Parties agreed upon a postponement and awaiting scheduling for the DLSE hearing.* Other payment withholdings address stop notices filed by subcontractors and material suppliers. On April 4th, the contractor preserved their rights to file a claim, formally rejected by the Board in April, followed immediately by a public records request for all project documents. Staff continues working with district legal counsel to address all related matters.

Installed tile throughout the building has cracked. New tile assemblies have been installed at the main entry feature wall, and central stairway. *All new restroom tile assemblies were completed prior to the commencement of fall semester.*

In Progress: Project punch list, building systems commissioning with M&O, close out documents and warranties submittals. I.T. equipment installation and move-in is completed.

Recently Completed: HVAC control to Central Plant, primary furniture installation, landscaping and irrigation is complete. Site work and fire alarm system testing is complete. *Beneficial Occupancy of the building was taken on August 9, 2012 and the building was opened for classes commencing on August 20, 2012.*

Focus: Complete final punch list. Address legal matters as needed.

Project Start: October 2004	Scheduled Finish: January 2012
Projected Finish: August 2012	DSA Close Out: Pending

2. SCIENCES BUILDING

	Original	Revision	Total
Original Project Budget:			\$58,835,000
State Match:	\$35,635,000		
Basic Aid Allocation:	\$3,867,000	\$43,789,346	\$47,656,346
Unassigned:	\$19,333,000	\$11,178,654	

Budget Narrative: Budget reflects Board agenda action on 8/26/08, 10/27/08, 4/27/09, 6/22/09, 5/24/10, and 2/28/2011. 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. \$11,178,654 remains to be funded to arrive at the original project budget.

Status: The project was submitted to Division of the State Architect (DSA) on June 5, 2012 with central plant submittal to follow.

In Progress: Review of the DSA construction documents is underway by the college and district. Architect is finalizing construction documents for central plant. Selection process for Lease/Leaseback contractor is underway with three firms selected to provide proposals.

Recently Completed: Contractor prequalification on eleven firms completed with five firms interviewed on July 19, 2012. *Three firms were selected to submit proposals. Proposals will be received on August 28, 2012.*

Focus: Staff is continuing efforts on constructability reviews and contractor procurement.

Project Start: March 2011	Scheduled Finish: October 2014
Projected Finish: October 2014	DSA Close Out: Pending

3. LOOP ROAD

	Original	Revision	Total
Original Project Budget:			\$11,697,00
EFMP Project Budget Revision:			\$8,997,583
State Match:	\$0		

Basic Aid Allocation:	\$3,442,000	
Unassigned:	\$8,255,000	\$5,555,583

Budget Narrative: Budget reflects Board agenda action on 3/24/08. During the discovery phase and further defined through the Education and Facilities Master Plan (EFMP) process, the architect determined the budget estimate to be \$8,997,583. Environmental impacts could increase the project estimate.

Status: Phase I planning is complete. Phase II work placed on hold.

In Progress: On Hold

Recently Completed: Phase II design work began and secondary effects were further defined during the Education and Facilities Master Planning Process. Secondary effects include parking lot modifications, thrower's park relocation including 20' tall fence, fence at practice field and runway and cage for discus throw and shot put.

Focus: On Hold.

Project Start: Phase I-Feb 2010, Phase II-Feb 2011	Scheduled Finish: On Hold
Projected Finish: On Hold	DSA Close Out: On Hold

4. BRIDGE REPLACEMENT PROJECT

	Original	Revision	Total
Original Project Budget:			\$1,700,000
State Match:	\$0		
Basic Aid Allocation:	\$1,700,000		

Budget Narrative: Budget reflects Board agenda action on 3/25/10. The Board approved basic aid funding of \$1,700,000 for the southeast library bridge due to a finding of failing structural integrity.

Status: All construction is complete.

In Progress: DSA Close Out

Recently Completed: Notice of Completion, May, 2012. *On July 27, 2012 the bridge dedication ceremony and breakfast event took place.*

Focus: DSA Close Out

Project Start: March 2010	Scheduled Finish: July 2012
Projected Finish: May 2012	DSA Close Out: Underway

5. TAS RENOVATION PROJECT

	Original	Revision	Total
Original Project Budget:			\$8,755,055
EFMP Project Budget Revision:		\$5,977,395	\$14,732,450
State Match:	\$0		
Basic Aid Allocation:	\$1,956,000		
Unassigned:	\$6,799,055	\$12,776,450	

Budget Narrative: Budget reflects Board agenda action on 2/28/11. The current basic aid assignment of \$1,956,000 is sufficient to meet design costs. During the EFMP process, the college prioritized a complete building renovation in coordination with an increase in the scope to address a seismic upgrade.

Status: The design is in the schematic phase. (Note: Design phases: Programming, Schematic, Design Development, Construction Documents, DSA Submittal)

In Progress: The architect and District are working with the user groups to further define user needs in support of educational delivery.

Recently Completed: Focus is on swing space.

Focus: Schematic design with end user participation. Surveying and utilities location mapping.

Project Start: September 2011	Scheduled Finish: March 2015
Projected Finish: March 2015	DSA Close Out: Pending

6. TAS SWING SPACE PROJECT

	Original	Revision	Total
Original Project Budget:	\$1,000,000*		
State Match:	\$0		
Basic Aid Allocation:	Under Consideration		
Unassigned:			

Budget Narrative: Additional swing space currently under consideration could increase the revised project estimate by approximately \$5,800,000. *\$1,000,000 was originally budgeted to address Swing Space needs within the TAS project budget. For this report the swing space budget is reflected both in the TAS project budget and this Swing Space project budget. Staff will update budgets for both TAS Renovation and TAS Swing Space after the Board's annual budget approval and duplicate reporting will be resolved.

Status: Programming underway. *Village building assignments were made by the college this month*

In Progress: Staff met twice this month with the architect, the transportation department, the academic department, and college administration to coordinate the temporary academic program use for the Auto-Tech Swing Space with future transportation needs. *Additional site location studies were considered for the Auto-Tech Swing Space facility. In addition, staff met with the architect and the user groups to begin programming the Village to receive the educational programs currently housed within the TAS Building.*

Recently Completed: Follow up programming meetings with user group staff, administration, and other college representatives.

Focus: Swing Space programming efforts.

Project Start: May 2012	Scheduled Finish: December 2014
Projected Finish: December 2014	DSA Close Out: Pending

IRVINE VALLEY COLLEGE

1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

	Original	Revision	Total
Original Project Budget:			\$16,304,000
Budget Revised at Bid:			\$33,613,000
State Match:	\$14,472,000		
Basic Aid Allocation:	\$1,832,000	\$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: Construction complete and occupied. DSA Close Out underway.

In Progress: There were 69 change orders requiring DSA approval. Approximately 12 remain Pending and are necessary to arrive at DSA close out.

Recently Completed: Payment to DSA for increased project cost reflected through reviewed change orders. The final Notice of Completion was filed on September 24, 2007.

Focus: The DSA has requested all districts increase their efforts to close out projects. In response to this, SOCCCD has enlisted aid to certify this and approximately twelve other projects that have been closed but not certified.

Project Start: October 2003	Scheduled Finish:
Finish: Complete: July 2007	DSA Close Out: Underway

2. B-200 SCIENCE LAB ANNEX AND B-239 REMODEL

	Original	Revision	Total
Original Project Budget:			\$4,120,000
State Match:	\$0		
Basic Aid Allocation:	\$4,120,000	\$2,860,000	\$6,980,000

Budget Narrative: Budget reflects Board actions on 6/26/06 and 9/22/08.

Status: Construction complete and occupied. DSA Close Out underway.

In Progress: District staff and the architect continue coordination toward this DSA close out effort. Two remaining change orders have been resubmitted for DSA review.

Recently Completed: The Notice of Completion was filed on July 8, 2010. One of three remaining change orders has been approved.

Focus: DSA Close Out

Project Start: July 2006	Scheduled Finish: December 2009
Finish: May 2010	DSA Close Out: Underway

3. LIFE SCIENCES PROJECT

	Original	Revisions	Total
Original Project Budget:			\$24,861,000
Budget Revised at Bid:			\$21,036,000
State Match:	\$17,393,000	-\$4,371,000	\$13,568,000
Basic Aid Allocation:	\$1,113,000	\$16,297,000	\$17,410,000
Unassigned:	\$3,626,000	\$1,469,242	

Budget Narrative: Budget reflects Board agenda action on 6/22/2004, 5/23/2005, 3/24/2008, 4/27/2009, and 5/24/2010. The original state-approved budget totaled \$24,861,000 and was reduced to \$21,036,000 when a lower-than-estimated bid was received. The Board reallocated a portion of the state's short fall using basic aid funding. The state has reimbursed the district \$2,156,657 to date with an additional \$1,469,242 needed to bridge the gap between allocated funding and the identified project budget. A majority of the state's contribution for construction funding and all equipment funding is Pending.

Status: Selection process for takeover contractor *began this month*. Surety continues to employ original contractor in the interim with minimal construction progress.

In Progress: Structural steel, framing, mechanical, electrical, plumbing (MEP) rough in, curtain wall installation. structural steel punch and change order negotiation.

Recently Completed: *Surety walked the site with potential take over contractors on three occasions. Staff, consultants and legal counsel met with surety to begin negotiations on take over agreement*

Focus: Staff is focusing on project quality and closing out as many change issues as possible during the transition.

Project Start: December 2008	Scheduled Finish: July 2012
Projected Finish: April 2013	DSA Close Out: Pending

4. FINE ARTS BUILDING

	Original	Revision	Total
Original Project Budget:			\$35,703,000
Anticipated State Match:	\$25,141,000	-	
Anticipated Basic Aid Allocation:	\$10,562,000	-	
Unallocated:	\$35,703,000	-	

Budget Narrative: Budget reflects reporting as shown on State Chancellor's Office FUSION report fiscal year 2011-12.

Status: The District submitted a Final Project Proposal to the State Chancellor's Office on June 30, 2008. Funding was pushed back first to December, 2009, and again to September, 2010. The District re-submitted once more with a shift of funding to the 2013-2014 fiscal year. Though final budget will be resolved after the State Chancellor's Office has completed the funding process.

In Progress: The State Chancellor's Office indicates a preference to roll the 2013-14 projects to 2014-15 which includes this project.

Recently Completed: On Hold

Focus: Awaiting State Chancellor's Office funding approval.

Project Start: On Hold	Scheduled Finish: On Hold
Projected Finish: On Hold	DSA Close Out: Pending

5. BARRANCA ENTRANCE

	Original	Revision	Total
Original Project Budget:			\$2,850,000
Anticipated State Match:	-	-	
Basic Aid Allocation:	\$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: In plan check with the City of Irvine, Southern California Edison and DSA.

In Progress: Construction document review by various regulatory agencies.

Recently Completed: Checks have been distributed to the various reviewing agencies in order to begin reviews.

Focus: Final review by City of Irvine, Southern California Edison and the DSA.

Project Start: March 2010	Scheduled Finish: Spring/Summer 2013
Projected Finish: Spring/Summer 2013	DSA Close Out: Pending

6. GREAT LAWN PROJECT

	Original	Revision	Total
Original Project Budget:			\$1,250,000
Anticipated State Match:	-	-	
Basic Aid Allocation:	\$1,250,000	\$546,000	\$1,796,000

Budget Narrative: Budget reflects Board agenda action on 8/31/2009 and 5/24/2010. The current basic aid assignment of \$1,796,000 is sufficient to meet project costs.

Status: Construction Complete.

In Progress: Construction Complete.

Recently Completed: Construction Complete.

Focus: DSA Close Out

Project Start: March 2009	Scheduled Finish: December 2011
Projected Finish: May 2012	DSA Close Out: Underway

7. A400 RENOVATION AND EXPANSION PROJECT

	Original	Revision	Total
Original Project Budget:	\$3,004,051	\$7,908,844	\$10,912,895
Anticipated State Match:	-	-	
Basic Aid Allocation:	\$1,000,000	-	-
Unassigned:	\$2,004,051	\$9,912,895	

Budget Narrative: Budget reflects Board agenda action on 2/28/2011. During the EFMP process, the college modified the scope of work for the A400 building to include both a renovation and an expansion resulting in a need to revise the project budget. *Staff analyzed the budget identified in the Education and Facilities Master Plan and determined there was no allowance for equipment. Staff will recommend an increase in the project budget to address the furniture, fixture and equipment expenditure during the 2012-2013 Basic Aid Allocation review process.*

Status: The Board approved the use of Design-Build procurement. Criteria document and programming efforts *are* underway.

In Progress: Synchronization between end users space considerations with the state chancellor's office cap/load ratios. Criteria document development including various design and technical standards, contracts and prequalification documents.

Recently Completed: *The third and final programming meeting between consultants with faculty and staff was held during flex week and include a technology presentation by the IVC Director of Technology. Request for Qualifications was advertised with responses received August 22, 2012.*

Focus: Develop programming documents. Criteria document development. Discuss technology options.

Project Start: December 2012	Scheduled Finish: May 2016
Projected Finish: May 2016	DSA Close Out: Pending

ATEP**1. ATEP BUILDING DEMOLITION**

	Original	Revision	Total
Original Project Budget:	\$7,000,000	-	\$7,000,000
Anticipated State Match:	-	-	-
Basic Aid Allocation:	\$7,000,000	-	-

Budget Narrative: Budget reflects Board action on 4/22/2004.

Status: The Board approved contracts for buildings 26 and 524 on January 23, 2012. Building 524 Notice of Completion included in June agenda. City of Tustin has approved insurance and the construction kick off meeting for the Chapel was held on July 11, 2012.

In Progress: Building 26 is demolished and debris haul-off, site cleanup is underway.

Recently Completed: Building 524 demolition.

Focus: Ensure that site is left in good condition to meet on-going maintenance needs.

Project Start: September 2010	Scheduled Finish: June 2012
Projected Finish: August 2012	DSA Close Out: N/A

2. ATEP MONUMENT SIGNAGE

	Original	Revision	Total
Original Project Budget:	-	-	-
Anticipated State Match:	-	-	-
Basic Aid Allocation:	-	-	-

Budget Narrative: There is money in the ATEP Renovation/Temporary Buildings fund should this project move forward.

Status: The Valencia Loop Road monument sign reflects the design of the City's sign on the opposite corner. Plan comments have been addressed and resubmitted to the City.

In Progress: On Hold and part of the current negotiations with the City of Tustin.

Recently Completed: On Hold

Focus: On Hold

Project Start: On Hold	Scheduled Finish: On Hold
Projected Finish: On Hold	DSA Close Out: On Hold

3. ATEP FIRST BUILDINGS - PHASE 3A

	Original	Revision	Total
Original Project Budget:	-	-	-
Anticipated State Match:	-	-	-
Basic Aid Allocation:	\$12,500,000	-	-

Budget Narrative: Budget reflects Board action on 2/28/2011.

Status: : Board approved two 30,000 square foot buildings, one for Saddleback College and one for Irvine Valley College. Board approved Design/Build as a delivery method for these projects and Criteria Architect to begin developing the Criteria documents and programming. Programming completed January 2012.

In Progress: Criteria Document development.

Recently Completed: Draft versions of the Requests for Prequalification. Kick off meeting and full day review meetings for technical standards held with both colleges.

Focus: Development of RFP criteria documents *underway* with a district and college facilities department participation.

Project Start: January 2013	Scheduled Finish: June 2016
Projected Finish: June 2016	DSA Close Out: Pending

DISTRICT**1. CEQA MASTER PLAN**

	Original	Revision	Total
Original Project Budget:	\$320,000	-	\$320,000
Anticipated State Match:	-	-	-
Basic Aid Allocation:	\$320,000	-	-

Budget Narrative: Budget reflects Board action on 3/28/2011.

Status: *This project is complete and will be removed from future Facilities Reports.*

Project Start: March 2011	Scheduled Finish: December 2011
Projected Finish: June 2012	DSA Close Out: N/A

Project updates for active projects may be viewed at:
<http://soccdd.edu/businessservices/ProjectUpdates.html>.

Definitions:

Project Start:	Month Architect is brought on board for design
Scheduled Finish:	Assumed duration of project depends on variables, such as agency review, that are outside of the control of District and consultants
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. Level of project complication dictates timeframe for completing this scope of work.

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. It was funded in June, 2008 with a deposit of \$50,791,103. An additional deposit of \$4,618,708 was made on January 10, 2011 for a total of \$55,409,811.

STATUS

There are two reports for this agenda. First is the annual report dated June 30, 2012 (Exhibit A). During FY 2011-2012, the trust was down 0.56% and had an ending balance of \$64,788,984. Since inception, the trust was up 4.32% as of June 30, 2012.

The second report is for the period ending July 31, 2012 (Exhibit B). The portfolio is comprised of 52.4% Fixed Funds (Bonds) and 47.6% Common Stocks (Domestic and International). The fair market value at July 31, 2012 is \$65,563,930. Since inception, the trust has earned a 4.56% annualized return, which is up .24% from the prior month.

August 8, 2012

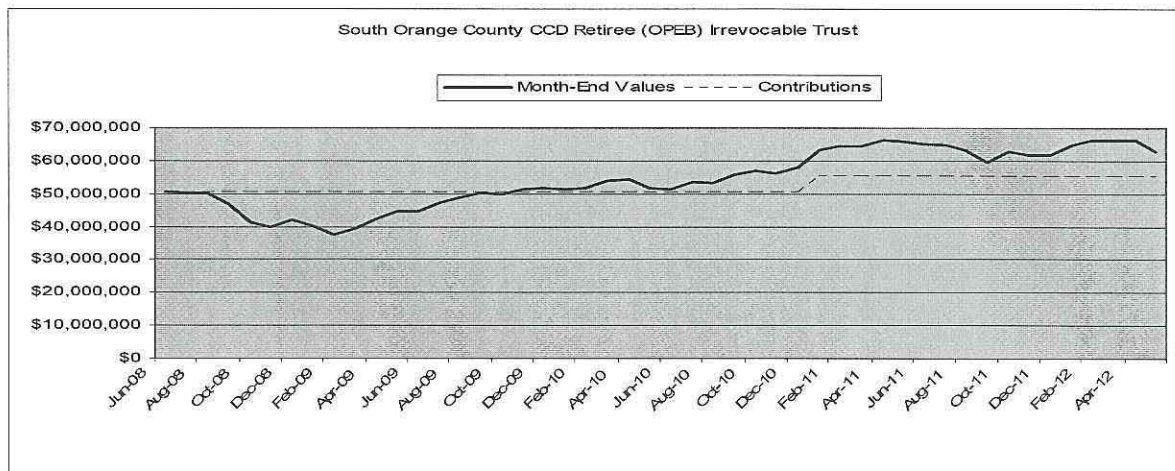
South Orange County Community College District
28000 Marguerite Parkway
Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

With a fair market value at June 30th of \$64,788,983.95, your portfolio was down -0.56% for the fiscal year and up 4.32% 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 (51.9%), and common stock funds (48.1%). It was designed to be invested over a long time frame. Deposits included the initial contribution of \$50,791,103 in June 2008 and an additional contribution of \$4,618,708.00 on January 10th, 2011 for a total of \$55,409,811. Below is the performance of your portfolio for various time frames since inception.

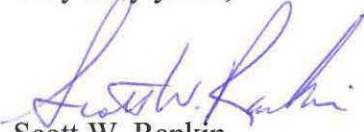
<u>Performance</u>	<u>12 months</u>	<u>3 Years</u>	<u>Annualized Since Inception</u>
South Orange CCCD	-0.56%	10.31%	4.32% annualized return
S&P 500	5.44%	16.39%	3.86% (Domestic Stocks)
MSCI EAFE	-13.83%	5.96%	-4.93% (International stocks)
Barclays Aggregate	7.48%	6.95%	6.72% (Domestic Bonds)



During the brief four year life of your trust, you have seen the financial crisis of late 2008 and early 2009, the subsequent rally off the March 2009 lows, the European debt crisis, and our own country's ratings downgrade in 2011. In 2012 uncertainties remain with continued European sovereign debt issues and domestic fiscal and political problems. But despite these events, your portfolio has grown 4.3% per year since inception and 10.3% per year over the past three years. We continue to maintain a balanced portfolio of both equity

and fixed income securities, and we remain optimistic about the long term ability of this portfolio to meet your investment objectives.

Very truly yours,

A handwritten signature in blue ink, appearing to read "Scott W. Rankin". The signature is fluid and cursive, with a large initial "S" and "R".

Scott W. Rankin
Senior Vice President

August 6, 2012

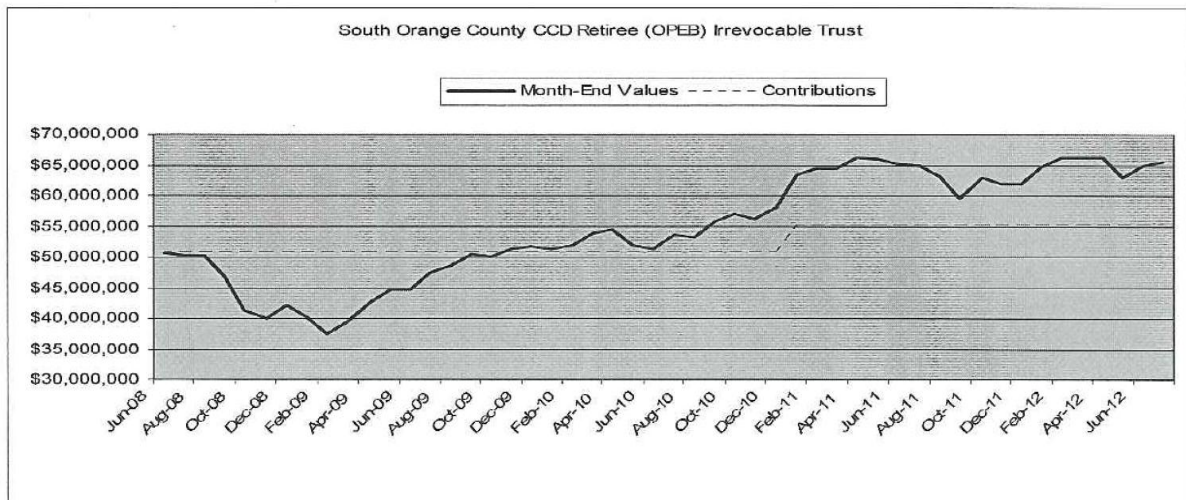
South Orange County Community College District
 28000 Marguerite Parkway
 Mission Viejo, CA 92692

Re: South Orange County CCD Retiree (OPEB) Irrevocable Trust

With a fair market value on July 31st of \$65,563,930.21, your portfolio was up 1.18% for the month and up 4.56% 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 (52.4%), and common stock funds (47.6%). It was designed to be invested over a long time frame. Deposits included the initial contribution of \$50,791,103 in June 2008 and an additional contribution of \$4,618,708.00 on January 10th, 2011 for a total of \$55,409,811. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>July 2012</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	1.18%	5.65%	4.56% annualized return
S&P 500	1.39%	11.00%	4.13% (Domestic Stocks)
MSCI EAFE	1.13%	4.13%	-4.57% (International stocks)
Barclays Aggregate	1.38%	3.78%	6.94% (Domestic Bonds)



Very truly yours,

Scott W. Rankin
 Scott W. Rankin
 Senior Vice President

Benefit Trust - Retiree (OPEB) Trust**EXHIBIT B**
Page 2 of 2

Month - Year	Month-End Values	Contributions
June-08	\$ 50,589,708	\$ 50,791,103
June-09	\$ 44,706,214	\$ 50,791,103
June-10	\$ 51,342,419	\$ 50,791,103
July-10	\$ 53,704,177	\$ 50,791,103
August-10	\$ 53,206,683	\$ 50,791,103
September-10	\$ 55,816,988	\$ 50,791,103
October-10	\$ 57,104,621	\$ 50,791,103
November-10	\$ 56,224,029	\$ 50,791,103
December-10	\$ 58,006,867	\$ 50,791,103
January-11	\$ 63,349,822	\$ 55,409,811
February-11	\$ 64,479,212	\$ 55,409,811
March-11	\$ 64,427,596	\$ 55,409,811
April-11	\$ 66,174,437	\$ 55,409,811
May-11	\$ 65,875,362	\$ 55,409,811
June-11	\$ 65,060,898	\$ 55,409,811
July-11	\$ 64,945,129	\$ 55,409,811
August-11	\$ 63,185,567	\$ 55,409,811
September-11	\$ 59,495,123	\$ 55,409,811
October-11	\$ 63,076,658	\$ 55,409,811
November-11	\$ 61,958,358	\$ 55,409,811
December-11	\$ 61,922,567	\$ 55,409,811
January-12	\$ 64,741,289	\$ 55,409,811
February-12	\$ 66,183,867	\$ 55,409,811
March-12	\$ 66,171,932	\$ 55,409,811
April-12	\$ 66,175,447	\$ 55,409,811
May-12	\$ 63,042,614	\$ 55,409,811
June-12	\$ 64,788,984	\$ 55,409,811
July-12	\$ 65,563,930	\$ 55,409,811

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: SOCCCD: Quarterly Investment Report

ACTION: Information

BACKGROUND

Senate Bill Number 564 added Government Code Section 53646 requiring the local agencies in California, including educational institutions, to render a statement of investment policy to their local governing Board on an annual basis. In addition, a quarterly report in compliance with the investment policy is to be rendered to the governing Board with respect to the agency's investments. The Board approved the District's investment policy on September 16, 1996, and since then, quarterly reports have been rendered for the Board's information.

STATUS

This report is for the quarter ending on June 30, 2012. Our cash balances at the end of June 30, 2012 were \$208,778,892.08 in the Orange County Investment Pool (OCIP) and \$25,855,982.34 in the Local Agency Investment Fund (LAIF) Pooled Investment Account. The OCIP investment pool is yielding an average of 0.45% compared to prior quarter of 0.48% and the LAIF investment pool is yielding an average of 0.36% compared to prior quarter of 0.38% for the fiscal quarter ending June 30, 2012. Both pools are highly liquid, with overnight wire transfers available upon request.

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 June 30, 2012 for the 2011-2012 fiscal year, is attached (EXHIBIT A) for the Board of Trustees' information and review.

**CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-311Q
VIEW QUARTERLY DATA**

CHANGE THE PERIOD ▾

Fiscal Year: 2011-2012

Quarter Ended: (Q4) Jun 30, 2012

District: (890) SOUTH ORANGE

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2008-09	Actual 2008-10	Actual 2010-11	Projected 2011-2012
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	180,702,584	181,588,225	179,153,234	178,949,793
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	180,702,584	181,588,225	179,153,234	178,949,793
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	133,868,154	136,661,585	143,192,286	138,718,861
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	48,636,000	44,656,082	41,067,999	40,871,239
B.3	Total Unrestricted Expenditures (B.1 + B.2)	182,504,154	181,317,667	184,260,285	179,590,100
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-1,801,570	270,558	-5,107,051	-640,307
D.	Fund Balance, Beginning	28,373,829	26,572,259	26,842,817	21,735,766
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	28,373,829	26,572,259	26,842,817	21,735,766
E.	Fund Balance, Ending (C. + D.2)	26,572,259	26,842,817	21,735,766	21,095,459
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	14.6%	14.8%	11.8%	11.7%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	25,759	26,233	28,199	27,828
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2008-09	2009-10	2010-11	2011-2012
H.1	Cash, excluding borrowed funds		37,039,208	29,287,915	58,147,615
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1 + H.2)	36,009,617	37,039,208	29,287,915	58,147,615

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)	177,656,360	177,656,360	178,949,793	100.7%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	Total Unrestricted Revenue (I.1 + I.2)	177,656,360	177,656,360	178,949,793	100.7%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	146,924,953	146,478,681	138,718,861	94.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	40,285,346	40,731,618	40,871,239	100.3%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	187,210,299	187,210,299	179,590,100	95.9%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-9,553,939	-9,553,939	-640,307	
L.	Adjusted Fund Balance, Beginning	21,735,766	21,735,766	21,735,766	
L.1	Fund Balance, Ending (C. + L.2)	12,181,827	12,181,827	21,095,459	
M.	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	6.5%	6.5%		

V. Has the district settled any employee contracts during this quarter? **YES**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1: 2012-13							293,291	1.2%
Year 2: 2013-14								
Year 3: 2014-15								
b. BENEFITS:								
Year 1: 2012-13							62,970	
Year 2: 2013-14								
Year 3: 2014-15								

* 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.
General Fund unrestricted dollars

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-311Q

CERTIFY QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2011-2012

Quarter Ended: (Q4) Jun 30, 2012

District: (890) SOUTH ORANGE

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 Atallig (916)327-5772 catallig@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: Written Reports
ACTION: None

Written Reports

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

Saddleback College Academic Senate
Faculty Association
Irvine Valley College Academic Senate
Associate Vice Chancellor, Economic Development
President, Irvine Valley College
President, Saddleback College
Vice Chancellor, Technology & Learning Services
Vice Chancellor, Human Resources
Vice Chancellor, Business Services
Irvine Valley College Classified Senate
California School Employees Association
Saddleback College Classified Senate
Police Officers' Association
Associated Student Government of SC
Associated Student Government of IVC



IRVINE VALLEY COLLEGE

5500 Irvine Center Drive, Irvine, CA 92618

www.ivc.edu

949.451.5100 ♦ Fax 949.451.5270

TO: Gary L. Poertner, Chancellor, and Members of the Board of Trustees

FROM: Glenn R. Roquemore, PhD, President 

DATE: August 16, 2012

SUBJECT: President's Report for the August 27, 2012 Board of Trustees Meeting

President Roquemore Hosts Management Retreat

President Roquemore hosted a day-long retreat on Tuesday, July 31 for administrators and managers. The focus of the day was planning for change: The Completion Agenda and a Voluntary Framework of Accountability. Presentations included Christopher Tarman, IVC research and planning analyst, President Roquemore, as well as reports from team members from the various group discussions.

IVC Participates in French Dance Exchange

"New Choreographic Landscape" was a cultural and educational exchange project, created by two schools of dance to promote their programs and develop unique opportunities for intellectual and personal enrichment, thus allowing teachers and students alike to broaden their horizons and discover new potentials specific to the choreographic culture of each country, by placing approximately 15 like-minded dance students, intermediate to advanced, ages 18 to 25, into an educational and staging environment. The Irvine Valley College (IVC) School of Dance traveled to Paris, France from June 8 through June 25. French students traveled to the IVC campus from July 28 to August 12. IVC Dance offered an opportunity for dance students to participate in an exchange program with French students of the Paris Dance Conservatoire of Bagnolet, France. The trip focused on classes and choreographic study of Contemporary dance, the preparation of a joined performance with French counterparts, a lecture on French dance history and cultural visits of relevant dance institutions and dance performances in/around Paris. The students presented a joint performance at Irvine Valley College on August 10 at 8 p.m. to showcase their collaboration.

IVC Astronomy Professor Making Documentary

IVC astronomy professor Roy McCord is spending his summer vacation in Nicaragua with several IVC student volunteers making a film called "Good Must Be Near at Hand." Professor McCord and his documentary team are interviewing and filming indigenous musicians, dancers and other performers in remote villages and towns throughout the country. Professor McCord also sponsors a non-profit shelter for Nicaraguan women and children called Circulo de Amigas.

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES: William O. Jay, David B. Lang, Frank M. Meldau, Marcia Milchiker, Nancy M. Padberg, T. J. Prendergast III, James R. Wright
Gary L. Poertner, Chancellor • Glenn R. Roquemore, Ph.D., President, Irvine Valley College

An Equal Opportunity Institution

Artists Master Class Offered

On Saturday, August 4 in A311, IVC's Department of Music featured an Artist Master Class Series with Iman Khosrowpour and the Strings Faculty from IVC and Orange County High School for the Arts featuring Violin & Viola students of Mr. Khosrowpour. During the master class, the master teacher provides private lessons/coaching sessions for the student in front of an audience of observers.

Psi Beta Honored

The IVC Chapter of the Psi Beta National Honor Society has earned the 2011-2012 Chapter Excellence Award. Very few of the nation's Psi Beta chapters are awarded this level of distinction. Congratulations to Professor Kari Tucker and the student members of our Psi Beta chapter on this great achievement.

IVC Emeritus Instructor Featured in OC Register

IVC Emeritus fitness instructor Beejay Janiga, age 85, was recently featured in a profile article in the Orange County Register for keeping her students moving to the beat of hip-hop, Usher and other contemporary sounds. She was profiled in a printed OC Register article, online article, and video featuring her fitness class in Tustin and her dance troupe, the Racquettes, who performed July 20 at the OC Fair.

IVC's Tom Pestolesi Helps Lead U.S. Women's Volleyball Team to Pan Am Gold

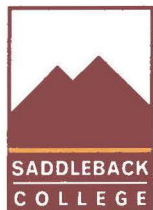
IVC Director of Volleyball and women's head coach, Tom Pestolesi had a successful trip to Mexico with the U.S. Women's National Volleyball Team. He served as an assistant coach for the USA squad. The tournament, located in Ciudad Juarez, started on July 12 and ended July 20. Team USA won its first Pan American Cup gold medal since 2003. The United States Pan American Cup team did some training leading up to the event at Irvine Valley College.

September 11 Commemoration

Irvine Valley College will commemorate the eleventh anniversary of 9/11 on Tuesday, September 11, from noon to 12:30 p.m. in the IVC Performing Arts Center. Guest speakers will include Irvine Police Chief David Maggard, Jr., Orange County Fire Authority Chief Keith Richter, and Orange County Sheriff Sandra Hutchens. IVC's Ceremony is open to the college and the community and free parking will be provided. The observance will also include a moment of silence in commemoration of the lives lost on this day.

Kids Kollege

IVC Kids Kollege is in its 5th year at IVC. Classes began the week of June 25 and ended August 17. Approximately 800 K-12 students enrolled in such popular classes as the Nike Tennis Camp, Lango Language Camps, IncrediFlix, Academic Chess, Mad Science Advanced Tutoring Academic Programs and the Institute of Reading Development.



SADDLEBACK COLLEGE

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TO: Members of the Board of Trustees
Gary L. Poertner, Chancellor

FROM: Dr. Tod A. Burnett, President

SUBJECT: Report for August 27, 2012 Board of Trustees Meeting

Saddleback College's in-service week was once again a success. Thank you to faculty in-service coordinator Jane Horlings for her wonderful work in organizing the week. During in-service week, President Burnett held a faculty breakfast on Wednesday, August 15, an associate faculty breakfast on Thursday, August 16, and a classified staff luncheon on Friday, August 17. At these events, Dr. Burnett presented his State of the College address, which included his top 10 projects for 2012-2013 and an overview of the Student Success Task Force recommendations, Saddleback College's completion rates, and next steps for the college's role in the completion agenda.

Saddleback College welcomed 27 new full-time tenure track faculty: Amara Aguilar, journalism; Ariel Alexander, music; Shellie Banga, English composition; Jack Beckham, English composition; Christina Bowles, nursing; Donald Bowman, accounting; Todd Brei, physics; Diedre Cavazzi, dance; Sarah Chang, counselor; Kathryn Damm, psychology; Stevie Daniels, ESL; David Dixon, physics; Michelle Duffy, reading; Mike Engels, counselor; Monica Friedrich, biology; Esther Gravis, nursing; Yorgos Kouritas, music; Ken Lee, horticulture; Laura Leedahl, nursing; Bouchra Nadeau, French; Orlantha Nin, transfer center coordinator/counselor; Patrick Quigley, mathematics; Rick Reese, art; Kia Shafe, mathematics; Jeff Vogel, reading; and Lydia Welhan, librarian.

Fall semester classes began on August 20th. Welcome Week activities included a barbecue for students, faculty, and staff in celebration of the opening of the newly renovated Learning Resource Center, which houses the college's library, tutoring centers, the reading, writing, and language labs, numerous computer stations, and classrooms.

Office of Instruction

Emeritus Institute

The Saddleback Emeritus Institute Symphony performed at the Aliso Viejo Library's "Summer Celebration," followed by a concert at Disney's California Adventure. The band was joined by soloist Moqui Lund (signature voice of "The Wave" radio station). The programs included 'Over the Rainbow', 'Summertime', and some Cole Porter favorites.

The Emeritus Institute completed a successful summer semester with an incredible productivity figure of 1,169, more than double the target figure.

Health Sciences and Human Services

Our first cohort of 10 nursing students will start their dual enrollment at CSU Fullerton on the path to their Bachelor of Science in nursing. These students are in the third semester of the nursing program.

The special summer health career readiness program, part of the White House agenda of the President's Jobs Council, held its first session on July 30th. This first two week immersion into the world of healthcare and healthcare education is directed toward recent high school graduates who plan to start classes in healthcare at Saddleback in the fall. Prior to the first session, all students were assessed for applied math for healthcare, reading readiness for the health sciences, and medical terminology. They will be reassessed at the end of this two-week program to measure progress.

Human services and American Sign Language faculty held an information session for the deaf community as part of the Innovative Mental Health Grant from Orange County Healthcare and Mental Health Services Agency.

Online Education & Learning Resources

The Library staff is currently in the process of shelving and tagging over 60,000 books in preparation of the opening of the Learning Resource Center on August 20th. Our iTech Expo was hosted by the Center for Instructional Design and Distance Education (CIDDE) staff from August 6th to August 10th. Over the summer, a team of faculty and Dean Patricia Flanigan hosted five summer faculty workshops on "gearing up for Fall 2012."

Office of Student Services

Center for Career and Life Development

Sholeh Alizadeh, re-entry specialist, offered two popular question and answer sessions during the spring semester to individuals who primarily spoke Farsi. She covered common questions and concerns such as financial aid, registration, ESL courses, placement, and residency.

Productivity reports were run for the past fiscal year. For the 2011-12 academic year, the Center for Career and Life Development had 5,888 visits and a 21,290 duplicated headcount for student usage.

The Center for Career and Life Development will support seven separate distance education classes this coming fall 2012 term and over 225 students in the area of career education to meet course requirements, the most of any prior semesters.

Kathy Lynch and Bonnie and Viki Stevenson are loyal Re-Entry advocates who each donated money to support the re-entry scholarship fund during the spring semester. Kathy Lynch donated \$1500 and Quest Diagnostics matched the amount to award \$3,000 to re-entry students. Bonnie (a former Saddleback College employee) and Viki Stevenson donated \$1,000 to the re-entry fund.

VETS Center

The VETS Program hosted an in-service presentation to offer information to faculty and staff on the learning needs, barriers, and support systems for returning military service members. The training also reviewed various combat related disabilities that our Veterans commonly face.

The VETS Program welcomed six new student veteran workers on to the 2012-13 team. All are Marine OIF/OEF combat veterans.

Nine of the 35 Bridge to Engineering students in our first cohort are veterans or military dependents.

Transfer Center

The Transfer Center counselors presented the following workshops to students: 12 UC Transfer Admission Guarantee workshops, three CSU online application workshops for spring 2013 admission, and one Associate of Arts degrees for transfer to CSU workshop.

Transfer Center Counselors participated in 13 UC Transfer Admission Guarantee "TAG – You're In!" quad sits. Students were able to visit with Transfer Center Counselors in the SSC Quad.

"Transfer Talk" continued in the Transfer Center. Students were able to chat "live" with counselors through the internet.

Representatives from the University of Massachusetts-Lowell and the University of Phoenix met with Saddleback College students in the SSC Quad to discuss general transfer information.

Teacher Preparation Pipeline

Preparing for a Career in Teaching (PACT) program submitted a TPP Grant Application for the seventh year to begin November 1, 2012. The application for the seventh year is not competitive.

PACT-Counselors are collaborating with community education to offer a CBEST workshop in October.

PACT-Counselors participated in Transfer Center Welcome Week.

The education department is working with articulation to develop Associate in Arts-Transfer Liberal Studies degree for future teachers.

Office of Administrative Services

Facilities, Maintenance and Operations

The Energy Management System installation was completed during the summer break. The system is operational and performing as designed. Rebates from the utility partnership are being reviewed and tabulated.

Technology Services

The college IT department is in the final stage of installing technology in the newly remodeled Learning Resource Center: 13 classrooms with instructional media systems, nine instructional computer laboratories, deployment of thin client computer technology, wireless access throughout the building, new RFID book checkout system, and three media conference rooms

Grants

NSF-S-STEM grant application awarded in the amount of \$567,473. The grant will support partial/full scholarships for talented but financially challenged STEM (Science, Technology, Engineering and Math). Funds will provide funding to support mentorship and special activities such as field trips and research

opportunities. Special effort will be taken to attract veterans, women and under-represented minorities to pursue these scholarship funds and get involved in STEM.

Renewal grant for *Teacher Pipeline Project* submitted for 6th year of funding in the amount of \$120,000

Renewal grant for *Community Collaborative Career and Technical Education* submitted in the amount of \$411,350

Campus Police

Campus Police, led by Andrew Craven, held a certificated Community Emergency Response Team (CERT) training class on August 6, 7, and 8. Thirty attendees (including district services) were trained in disaster preparedness and basic disaster response skills, such as fire safety, light search and rescue, team organization, disaster psychology, terrorism, and disaster medical operations. Each participant received a CERT helmet, emergency backpack that included gloves, goggles, protective breathing mask, and other items to help perform their newly learned skills. CERT trained members can now assist following an event when professional responders are not immediately available to help. Saddleback College is planning to offer more CERT team training classes.

Saddleback College Police Officer Jeffery Hsu recently received a Letter of Commendation from Lt. Chris Wilson, Chief of Mission Viejo Police Services. Jeff assisted a Mission Viejo deputy to control and handcuff a dangerous suspect.

Report to the SOCCCD Board of Trustees for August 27, 2012 Business Services Highlights - Vice Chancellor Dr. Debra L. Fitzsimons

District Services Fiscal Services Unit recognized by OCDE:

We are pleased to share with you that Fiscal Services had a successful year-end closing and with the assistance of college staff, completed it in record time! We were even recognized by the Orange County Department of Education (OCDE) as the FIRST large district to get their books closed! They will be presenting the department with a "recognition of achievement" certificate and a pizza party for the staff. We will be working with OCDE in the coming months to find ways to further improve and streamline our processes. Congratulations to all of the District Services Fiscal Services staff for their hard work and dedication to this process, to Kim McCord for her district leadership, and to Carol Hilton and Davit Khachatryan for their college leadership with year-end closing. Our fiscal services team continues to work collaboratively and positively together and this is a fine example of that.

Annual Health Fairs and Open Enrollment:

District Office of Risk Management and Benefits held Health Fairs at both of the colleges this month to inform employees about their health benefits. The events were well attended and included health screenings, food, and prizes. August is also the time for open enrollment which gives employees an opportunity to make changes in their benefit plans. Changes will be effective with the new plan year beginning October 1, 2012.

Irvine Valley College Life Sciences Project

The defaulting contractor's (Edge Development, Inc.) Project Manager has provided the Surety with his two week notice. The Surety determined it is in the best interest of the project to shut the job down between the end of this two weeks and the start-up of a new contractor. This shut down between a defaulting contractor and the take-over contractor is a more typical approach to a takeover. The Surety has identified firms that qualify to bid on this project and they anticipate proposals on August 20, 2012. The Surety anticipates two weeks for contract negotiation. Afterwards, staff anticipates a ramp up period (remobilization) wherein the new contractor will become familiar with the project completion status, the outstanding issues and begin to develop their project schedule and initiate material procurement. Parallel with these efforts, staff and legal counsel are working with the Surety to arrive at a Take-Over Agreement between the Surety and the District. This Agreement will include the parameters for resolving outstanding change orders with Edge or identify those which will move forward into on-going negotiations. It is also expected to resolve the amount of liquidated damages the District will assess the Surety for project delay. The project is expected to be on a track toward successful completion prior to the next Board meeting.

Sound Fiscal Management Self-Assessment Checklist:

Fiscal Services has completed the Sound Fiscal Management Self-Assessment Checklist provided by the California Community Colleges Chancellor's Office, which is on the next page of this report. It is a useful tool that is designed to self-evaluate the fiscal health of the district and identify potential areas of concern so they can be addressed before they escalate. Attached is the completed self-assessment checklist for the year ending on June 30, 2012. The district is currently acceptable in all 15 areas identified. The checklist will also be presented at the next DRAC meeting in an effort to further transparency and communication on financial matters. The district will continue to complete the checklist annually, monitor the district and colleges' financial health regularly, and provide the results to the board of trustees for review and discussion.

California Community Colleges

Sound Fiscal Management Self-Assessment Checklist

1. **Deficit Spending** - Is this area acceptable? Yes / No
 - Is the district spending within their revenue budget in the current year? **Yes.**
 - Has the district controlled deficit spending over multiple years? **Yes.**
 - Is deficit spending addressed by fund balance, ongoing revenue increases, or expenditure reductions? **N/A**
 - Are district revenue estimates based upon past history? **Yes, conservatively estimated.**
 - Does the district automatically build in growth revenue estimates? **No. Growth funds are included when earned.**
2. **Fund Balance** – Is this area acceptable? Yes / No
 - Is the district's fund balance stable or consistently increasing? **Yes.**
 - Is the fund balance increasing due to on-going revenue increases and/or expenditure reductions? **N/A**
3. **Enrollment** - Is this area acceptable? Yes / No
 - Has the district's enrollment been increasing or stable for multiple years? **Yes. Planned decreases to reduce unfunded FTES only.**
 - Are the district's enrollment projections updated at least semiannually? **Yes, during 320 reporting.**
 - Are staffing adjustments consistent with the enrollment trends? **Yes.**
 - Does the district analyze enrollment and full time equivalent students (FTES) data? **Yes, through the office of instruction at each college.**
 - Does the district track historical data to establish future trends between P-1 and annual for projection purposes? **Yes.**
 - Has the district avoided stabilization funding? **Yes. As a basic aid district, we do not receive stabilization funding.**
4. **Unrestricted General Fund Balance** – Is this area acceptable? Yes / No
 - Is the district's unrestricted general fund balance consistently maintained at or above the recommended minimum prudent level (5% of the total unrestricted general fund expenditures)? **Yes. The reserve is set at 7.5% per board policy.**
 - Is the district's unrestricted fund balance maintained throughout the year? **Yes.**
5. **Cash Flow Borrowing** - Is this area acceptable? Yes / No
 - Can the district manage its cash flow without interfund borrowing? **No. Because the majority of revenues come from property taxes in December and April, the district does temporarily borrow from the capital fund each year in November. The funds are repaid in January.**
 - Is the district repaying TRANS and/or borrowed funds within the required statutory period? **N/A**
6. **Bargaining Agreements** - Is this area acceptable? Yes / No
 - Has the district settled bargaining agreements within new revenue sources during the past three years? **Yes.**
 - Did the district conduct a pre-settlement analysis identifying an ongoing revenue source to support the agreement? **Yes.**
 - Did the district correctly identify the related costs? **Yes.**
 - Did the district address budget reductions necessary to sustain the total compensation increase? **N/A**

7. **Unrestricted General Fund Staffing** - Is this area acceptable? **(Yes) No**
 - Is the district ensuring it is not using one-time funds to pay for permanent staff or other ongoing expenses? **Yes.**
 - Is the percentage of district general fund budget allocated to salaries and benefits at or less than the statewide average (i.e. the statewide average for 2003-04 is 85%)? **Yes. The total unrestricted general fund (including basic aid funds) has salary and benefits of 68.1%. If basic aid funds are excluded, the percentage is 87.6%**
8. **Internal Controls** - Is this area acceptable? **(Yes) No**
 - Does the district have adequate internal controls to insure the integrity of the general ledger? **Yes.**
 - Does the district have adequate internal controls to safeguard the district's assets? **Yes.**
9. **Management Information Systems** - Is this area acceptable? **(Yes) No**
 - Is the district data accurate and timely? **Yes. Information is available through the finance system.**
 - Are the county and state reports filed in a timely manner? **Yes.**
 - Are key fiscal reports readily available and understandable? **Yes.**
10. **Position Control** - Is this area acceptable? **(Yes) No**
 - Is position control integrated with payroll? **Yes. Position control drives budget and payroll. The new integrated HR/Finance system will improve position control and management of positions.**
 - Does the district control unauthorized hiring? **Yes.**
 - Does the district have controls over part-time academic staff hiring? **Yes.**
11. **Budget Monitoring** - Is this area acceptable? **(Yes) No**
 - Is there sufficient consideration to the budget, related to long-term bargaining agreements? **Yes.**
 - Are budget revisions completed in a timely manner? **Yes. They are reported to the board monthly.**
 - Does the district openly discuss the impact of budget revisions at the board level? **Yes.**
 - Are budget revisions made or confirmed by the board in a timely manner after the collective bargaining agreements are ratified? **Yes. Usually included in the final adopted budget.**
 - Has the district's long-term debt decreased from the prior fiscal year? **Yes, for the IVC energy loan.**
 - Has the district identified the repayment sources for the long-term debt? **Yes.**
 - Does the district compile annualized revenue and expenditure projections throughout the year? **Yes, when completing the CCFS-311Q.**
12. **Retiree Health Benefits** - Is this area acceptable? **(Yes) No**
 - Has the district completed an actuarial calculation to determine the unfunded liability? **Yes. The current year report will be completed soon.**
 - Does the district have a plan for addressing the retiree benefits liabilities? **Yes. It is fully funded through basic aid funds.**
13. **Leadership/Stability** - Is this area acceptable? **(Yes) No**
 - Has the district experienced recent turnover in its management team (including the Chief Executive Officer, Chief Business Officer, and Board of Trustees)? **No.**
14. **District Liability** - Is this area acceptable? **(Yes) No**
 - Has the district performed the proper legal analysis regarding potential lawsuits that may require the district to maintain increased reserve levels? **Yes, through our third party administrators.**
 - Has the district set up contingent liabilities for anticipated settlements, legal fees, etc? **Yes. The district has a reserve in the insurance fund.**

15. **Reporting** – Is this area acceptable? **Yes / No**

- Has the district filed the annual audit report with the System Office on a timely basis? **Yes.**
- Has the district taken appropriate actions to address material findings cited in their annual audit report? **Yes.**
- Has the district met the requirements of the 50 percent law? **Yes.**
- Have the Quarterly Financial Status Reports (CCFS-311Q), Annual Financial and Budget Reports (CCFS-311), and Apportionment Attendance Reports (CCFS-320) been submitted to the System Office on or before the stated deadlines? **Yes.**

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

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

ACTION: Approval

BACKGROUND

Education Code Section 72024 (d) was amended to read "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district."

STATUS

Trustee T.J. Prendergast was absent from the July 30, 2012 board meeting due to work commitments.

RECOMMENDATION

The Chancellor recommends that the Board of Trustees adopt resolution 12-30 (Exhibit A) authorizing payment to Trustee Prendergast who was absent from the July 30, 2012 meeting of the Board of Trustees.

Item Submitted By: Gary L. Poertner, Chancellor

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

**RESOLUTION AUTHORIZING PAYMENT TO TRUSTEE ABSENT
FROM BOARD MEETING**

RESOLUTION 12-30

Section 72024 (d) provides that "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district;" and

WHEREAS, on July 30, 2012, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Trustee T.J. Prendergast could not be present at the meeting;
and

WHEREAS, it was determined that Trustee Prendergast absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Trustee T.J. Prendergast shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, July 30, 2012.