



## Meeting of the Board of Trustees

October 27, 2014

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

#### **1.0 PROCEDURAL MATTERS**

##### **1.1 Call to Order**

##### **1.2 Public Comments**

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

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

- 1.3 Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957(b) (9 matters)
  - A. Public Employee Employment, Evaluation of Performance (GC Section 54957(b).) (7 matters)
    - 1. Vice President for Student Services (SC)
    - 2. Dean, Fine Arts and Business Sciences (IVC)
    - 3. Dean, Online and Extended Education (IVC)
    - 4. Vice President for Instruction (IVC)
    - 5. Dean, Fine Arts and Media Technology (SC)
    - 6. Director, Health and Wellness Center (IVC)
    - 7. Vice President for Instruction (SC)
  - B. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (2 matters)
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
  - A. SOCCCD Faculty Association  
Agency Designated Negotiator: David Bugay, Ph.D.
- 1.5 Conference with Legal Counsel (GC Section 54956.9)
  - A. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1)(1 case)

### **RECONVENE OPEN SESSION: 6:15 P.M.**

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

## **2.0 PROCEDURAL MATTERS**

### **2.1 Actions Taken in Closed Session**

### **2.2 Invocation**

Led by Trustee Bill Jay

### **2.3 Pledge of Allegiance**

Led by Trustee Tim Jemal

### **2.4 Public Comments**

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

### **2.5 Recognitions: Speakers are limited to two minutes each.**

#### **A. Resolutions:**

1. None

#### **B. Commendations:**

1. Irvine Valley College President Glenn Roquemore will commend:
  - Professor Tiffany Tran for her appointment to the Academic Senate for California Community Colleges, Transfer and Articulation Committee, for the 2014-2015 academic year;
  - Professor Diana Hurlbut for her appointment to the Academic Senate for California Community Colleges, Educational Policies Committee, for the 2014-2015 academic year; and
  - Corine Doughty, Dean of Instruction, Economic and Workforce Development, for her appointment to the California Community College Association of Occupational Education (CCCAOE) as President of the Board of Directors and CCCAO representative to the Faculty Association for California Community Colleges and the Board of Governors Consultation Council.

2. Saddleback College President Tod Burnett will commend:
  - Chief of Police Chris Wilkinson, Louis Sessler, Facilities Maintenance/Energy Project Manager and Michael James, Assistant Director of Facilities for their leadership in responding to Saddleback College main water line break.

### **3.0 REPORTS**

- 3.1 Oral Reports: ***Speakers are limited to up to two minutes each.***
  - A. Board Reports
  - B. Chancellor's Report
  - C. College Presidents' Reports (*Written Reports included in Section 8.0*)
  - D. Associated Student Government Reports
  - E. Board Request(s) for Reports

### **4.0 DISCUSSION ITEMS**

- 4.1 **Saddleback College and Irvine Valley College: Enrollment Management Plan Presentation**

Dr. Craig Justice, Vice President for Instruction and Dr. Linda Fontanilla, Vice President for Student Services at Irvine Valley College along with Dr. Kathy Werle, Vice President for Instruction and Dr. Juan Avalos, Vice President for Student Services at Saddleback College, will jointly present on how the colleges manage their enrollments.

### **5.0 CONSENT CALENDAR ITEMS**

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

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**

Approve minutes of a Regular Meeting held on September 29, 2014.
- 5.2 **Irvine Valley College: Model United Nations Out-of-State Conference Travel – Washington, DC**

Approve the out-of-state travel request for the Model United Nations Program team to attend and participate in the National Model United Nations Conference from October 29 through November 2, 2014, in Washington, DC. The impact to general fund involves faculty professional development funds to pay the expenses of IVC instructors, not to exceed \$1,400.00.
- 5.3 **Irvine Valley College: Honors Program Out-of-State Conference Travel – Denver, CO**

Approve the out-of-state travel request for the Honors Program team to attend and participate in the National Collegiate Honors Council (NCHC) Conference from November 5-9, 2014, in Denver, Colorado. The impact to general funds

includes the director's expenses, not to exceed \$1,990.52.

- 5.4 **SOCCCD: Irvine Valley College and Saddleback College, Digital Catalog Software, Digital Architecture**  
Approve the contract for the first year, in an amount not to exceed \$135,586.
- 5.5 **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.
- 5.6 **Saddleback College: Study Abroad Program to São Paulo, Brazil**  
Approve the Saddleback College study abroad program: Biological Studies in São Paulo and Ilhabela, Brazil in the summer of 2015, and approve execution of the Educational Tour/Field Study Travel Contractor Agreement with Automobile Club of Southern California who will coordinate all travel agreements.
- 5.7 **Saddleback College: Adopt Resolution No. 14-37: Declaration of an Emergency Situation Regarding a Water Main Break Near the Saddleback College ATAS Building**  
Adopt resolution Declaration of an Emergency Situation Regarding a Water Main Break Near the Saddleback College ATAS Building.
- 5.8 **SOCCCD: Auction No. 59-Surplus Property**  
Approve the sale of surplus property and authorize the Director of Facilities Planning and Purchasing to hire a private auction firm to conduct the auction, and to dispose of items not sold at the auction.
- 5.9 **SOCCCD: Budget Amendment: Adopt Resolution No. 14-35 to Amend FY 2014-2015 Adopted Budget**  
Adopt resolution to amend the FY 2014-2015 Adopted Budget.
- 5.10 **SOCCCD: Gifts to the District and Foundations**  
Accept donations.
- 5.11 **SOCCCD: Purchase Order/Confirming Requisitions**  
Approve the purchase orders/confirming requisitions numbered P15-01808 through P15-02160 amounting to \$2,478,821.82 dated September 10 through October 6, 2014.
- 5.12 **SOCCCD: Transfer of Budget Appropriations**  
Ratify transfer of budget appropriations as listed.
- 5.13 **SOCCCD: Payment of Bills**  
Approve the payment of bills as listed.
- 5.14 **SOCCCD: September and October 2014 Contracts**  
Ratify contracts as listed.



## **6.0 GENERAL ACTION ITEMS**

- 6.1 Irvine Valley College: 2014 Student Equity Plan Report**  
Approve IVC's 2014 Student Equity Plan Report Executive Summary. IVC and Saddleback College presented a joint overview of the equity plans to the Board of Trustees at its September 27, 2014 board meeting. This is IVC's final report.
- 6.2 Irvine Valley College: Grant Acceptance, Orange County Department of Education, California Career Pathways Trust**  
Accept award of \$500,000 from the Orange County Department of Education.
- 6.3 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**  
Authorize payment to Trustee Jay who was absent from the September 29, 2014 board meeting.
- 6.4 SOCCCD: SOCCCD 2015-16 Full-Time Faculty Hiring**  
Approve Saddleback College and Irvine Valley College Faculty hiring priority lists.
- 6.5 SOCCCD: Academic Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Resignation/Retirement/Conclusion of Employment.
- 6.6 SOCCCD: Classified Personnel Actions – Regular Items**  
Approve New Personnel Appointments, Authorization to Establish and Announce A Classified Position; Authorization to Establish and Announce a Classified Position, Authorization to Eliminate and Create Classified Positions, Change of Status, Out of Class Assignments, Temporary Increase in Hours, Resignation/Retirement/Conclusion of Employment, Volunteers.
- 6.7 SOCCCD: Biennial Ethics Training, Annual Trustee Travel and Compensation Reports**  
Approve option for ethics training as well as approval of trustee travel expenditures for the period of September 1, 2013 through August 31, 2014 and annual trustee compensation for FY 2013-2014.

## **7.0 REPORTS**

- 7.1 Saddleback College and Irvine Valley College: Speakers**  
A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 7.2 SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.

- 7.3 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.
- 7.4 **SOCCCD: Monthly Financial Status Report**  
A review of current revenues and expenditures for FY 2014-2015.
- 7.5 **SOCCCD: Retiree (OPEB) Trust Fund**  
The report is for period ending September 30, 2014.
- 7.6 **SOCCCD: Quarterly Financial Status Report**  
The report is for the quarter as of September 30, 2014.

## **8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS**

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

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

## **9.0 ADDITIONAL ITEMS**

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

**TO:** Board of Trustees

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

**RE:** Saddleback College and Irvine Valley College: Presentation  
Enrollment Management Plan

**ACTION:** Discussion

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### **BACKGROUND**

As defined by Irvine Valley College's and Saddleback College's missions, visions, goals, objectives and strategic planning processes, enrollment management is a comprehensive approach to integrating all of the college's practices, policies, programs, services and planning related to recruitment, retention, and successful completion of each student's goals. Enrollment management focuses on both long-term and short-term efforts that include monitoring and projecting full-time equivalent students (FTES), headcount, Weekly Student Contact Hours (WSCH), full-time equivalent faculty (FTEF), productivity (WSCH/FTEF), fill rates, and classroom utilization. An important part of enrollment management is coordinated and focused outreach support that comes in many forms such as: recruitment at local feeder high schools and presentations to parents, targeted student populations, and local organizations, all based on the college's enrollment forecast and needs. The responsibility for outreach lies with many individuals and groups within the colleges. The Admissions and Registration department oversees many enrollment functions that gives thousands of students access to SOCCCD each year. Those functions include application, registration, residency, adding and dropping classes, collection of attendance, monitoring repeatability, assessments, orientation, and petitions.

### **STATUS**

Saddleback College and Irvine Valley College have prepared a presentation on the enrollment management plans for each of the colleges. Vice Presidents for Instruction, Dr. Craig Justice and Dr. Kathy Werle and Vice Presidents for Student Services, Dr. Linda Fontanilla, and Dr. Juan Avalos will jointly do a presentation regarding the enrollment processes at each college.

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

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

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Minutes from:

September 29, 2014 Regular Meeting of the Board of Trustees (Exhibit A)

are submitted to the Board for review and approval.

*Item Submitted by: Gary L. Poertner, Chancellor*

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
RONALD REAGAN BOARD OF TRUSTEES ROOM - RM 145  
HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE**

**MINUTES OF THE BOARD OF TRUSTEES' MEETING  
September 29, 2014**

**PRESENT**

Members of the Board of Trustees:

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

Administrative Officers:

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

**ABSENT**

Bill Jay, Member

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

**1.0 PROCEDURAL MATTERS**

1.1 Call to Order

1.2 Public Comments

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

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

- 1.3 Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC Section 54957(b) (2 matters)
  - A. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (2 matters)
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
  - A. SOCCCD Faculty Association  
Agency Designated Negotiator: David Bugay, Ph.D.
- 1.5 Conference with Legal Counsel (GC Section 54956.9)
  - A. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1)(1 case)

**RECONVENE OPEN SESSION: 5:30 P.M.**

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

**2.0 PROCEDURAL MATTERS**

**2.1 Actions Taken in Closed Session**

On a 6-0 vote with Trustee Jay absent, the board voted to accept a faculty member's decision to change his termination to a resignation.

**2.2 Invocation**

Led by Trustee James Wright

**2.3 Pledge of Allegiance**

Led by Trustee Bill Jay

In Trustee Jay's absence, Trustee Prendergast led the pledge of allegiance.

**2.4 Public Comments**

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

*Executive Assistant. These forms are available outside the board room.  
**Speakers are limited to up to two minutes each.***

There were seven public comments. One public comment was regarding an invitation to a public reading, five public comments related to CSEA contract issues and one public comment was about part-time faculty compensation.

**2.5 Recognitions: Speakers are limited to two minutes each.**

**A. Resolutions:**

1. None

**B. Commendations:**

1. Saddleback College President Tod Burnett honored student Iman Moujtahed for receiving a national award for her artwork on the WALL cover of Saddleback's Literary Journal.
2. Chancellor Gary Poertner introduced the Irvine Valley College Life Sciences Building designed by Dougherty & Dougherty, LLP as a Grand Design winner for Best Education Project in its annual competition which honors architectural design and planning excellence.

**3.0 REPORTS**

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

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

**4.0 DISCUSSION ITEMS**

- 4.1 None

**5.0 CONSENT CALENDAR ITEMS**

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

Trustee Prendergast requested to pull item 5.9 from the consent calendar for discussion/action.

The board was provided with a replacement page for item 5.18.

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

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**  
Approve minutes of a Regular Meeting held on August 25, 2014.
- 5.2 **Saddleback College: 2014-2015 Additional Faculty Hiring Request**  
Approve the announcement of the position and recruitment of a full-time Journalism faculty replacement position contingent upon funding, at Saddleback College for the 2014-2015 academic year.
- 5.3 **Saddleback College: Student Out of State Travel, Forensic Team, Cleveland, Ohio and Chicago, IL**  
Approve the participation of the Saddleback College Forensics Team and their coaches in the Phi Rho Pi National Tournament in Cleveland, OH and the Hell Froze Over Tournament in Chicago, IL at a cost not to exceed \$40,844.
- 5.4 **Saddleback College: Student Out of State Travel – Seattle, WA**  
Approve the out-of-state travel request for up to six students and a Saddleback College staff member to attend the October 23-25, 2014, National Student Electronic Media Convention in Seattle, WA at a cost not to exceed \$10,541.
- 5.5 **SOCCCD: Saddleback College, Photo/Radio/Television Renovation Project, Architectural Agreement, Amendment No. 2, gkkworks**  
Approve Amendment for additional architectural services in the amount of \$29,505 for a total contract value of \$119,005.
- 5.6 **Saddleback College and Irvine Valley College: Speakers**  
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.7 **SOCCCD: Irvine Valley College, A400 Design-Build Project, Criteria and Programming Architectural Services Agreement, Amendment No. 1, Lionakis**  
Approve Amendment No. 1 to reassign \$46,700 of the contract balance for use on the A400 Design-build project and decrease the total contract amount by \$30,688 for a revised total contract amount of \$342,172.
- 5.8 **SOCCCD: Trustees' Requests for Attending Conferences**  
Approve/Ratify Trustees' requests for attending conferences.

For the record, President Prendergast requested a re-vote of item 5.8 in order to abstain from the vote.



On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 5-0 vote with Trustee Prendergast abstaining.

**5.9 SOCCCD: Conflict of Interest**

Approve the amended Conflict of Interest Code, subject to the review and approval by the Orange County Board of Supervisors.

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

**5.10 SOCCCD: Budget Amendment: Adopt Resolution No. 14-31 to Amend FY 2014-2015 Adopted Budget**

Adopt resolution to amend the FY 2014-2015 Adopted Budget.

**5.11 SOCCCD: Gifts to the District and Foundations**

Accept donations.

**5.12 SOCCCD: Purchase Order/Confirming Requisitions**

Approve the purchase orders/confirming requisitions numbered P15-01297 through P15-01807 amounting to \$3,887,349.30.

**5.13 SOCCCD: Transfer of Budget Appropriations**

Ratify transfer of budget appropriations as listed.

**5.14 SOCCCD: Payment of Bills**

Approve the payment of bills as listed.

**5.15 SOCCCD: August and September 2014 Contracts**

Ratify contracts as listed.

**5.16 SOCCCD: Approve Network Access Control Hardware, Software, Installation, and Support Purchase, Altaware**

Approve the use of the listed CMAS contract for equipment and services purchases with Altaware. Total costs for the project will not exceed \$320,000.

**5.17 SOCCCD: Agreement for Information Technology Services, JB Technology Consulting, LLC**

Approve the agreement for an amount not to exceed \$117,844, for the term of October 1, 2014 through June 30, 2015.

**5.18 SOCCCD: Annual Renewal of Microsoft Campus Agreements for District-wide Microsoft Software Use**

Approve staff executing an agreement with the vendor that provides the lowest costs for FY 2014-15 Microsoft software licensing. The total purchase price will not to exceed \$171,715.00.

A replacement page of item 5.18 was provided to the board members.

## **6.0 GENERAL ACTION ITEMS**

- 6.1 SOCCCD: Irvine Valley College, ATEP IVC First Building Project, Design-Build Criteria and Programming Architectural Services, LPA, Inc.**

Approve the agreement for the criteria architect in the amount of \$644,300.

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

- 6.2 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**

Authorize payment to Trustee Padberg who was absent from the August 25, 2014 board meeting.

On a motion made by Trustee Lang and seconded by Trustee Wright, this item was approved on a 5-0 vote with Trustee Padberg abstaining.

- 6.3 SOCCCD: Computer Equipment and Related Devices, Extension of Term, Hewlett Packard Co.**

Approve extended use of the Master Price Agreement No. B27164 through the extended date of December 31, 2014. Annual expenditures for the term under this agreement will not exceed \$2,500,000.

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

- 6.4 SOCCCD: ATEP Land Exchange Demolition, Award of Bid No. 16, AMPCO Contracting, Inc.**

Award Bid No. 16, and approve the Agreement with AMPCO Contracting, Inc. of Anaheim, CA the amount of \$2,425,000.

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

- 6.5 SOCCCD: Academic Personnel Actions – Regular Items**

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

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

- 6.6 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, Reorganization, Authorization to Change Classified Positions, Change of Status, Classified Bilingual Stipend, Additional Compensation, Out of Class Assignments, Temporary Increase in Hours, General Leave, Resignation/Retirement/Conclusion of Employment, Volunteers.

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

- 6.7 **SOCCCD: Adopt Resolution 14-32 Classified Employee Layoffs**  
Adopt Resolution No.14-32 to approve the reductions and/or discontinuance of classified service, two positions.

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

## 7.0 **REPORTS**

- 7.1 **Saddleback College and Irvine Valley College: Annual Accreditation Reports**

Annual Accreditation Reports for the ACCJC prepared by Saddleback College and Irvine Valley College.

- 7.2 **Irvine Valley College: Staff response to public comments from June 23, 2014 board meeting**

Review the background and status of the 2014-2015 ASIVC student elections held on April 20, 2014 and follow up to Ms. Amira Brown's statements to the Board of Trustees on June 23, 2014.

- 7.3 **Irvine Valley College and Saddleback College: Student Equity Plan Report**

Vice Presidents for Student Services, Dr. Linda Fontanilla and Dr. Juan Avalos provided a brief overview of the requirements for the Student Equity Plan.

A re-vote of an item previously voted on was taken. See Item 5.8

- 7.4 **Saddleback College and Irvine Valley College: Speakers**

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

- 7.5 **SOCCCD: Basic Aid Report**

Report on projected receipts and approved projects.

- 7.6 **SOCCCD: Facilities Plan Status Report**

Status of current construction projects.

- 7.7 **SOCCCD: Monthly Financial Status Report**

Review of current revenues and expenditures for FY 2014-2015.

**7.8 SOCCCD: Retiree (OPEB) Trust Fund**  
Report is for period ending August 31, 2014.

**8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS**

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

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

**9.0 ADDITIONAL ITEMS**

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

Meeting adjourned at 7:34 p.m.

  
Gary L. Poertner, Secretary

TO: Board of Trustees

FROM: Gary L. Poertner, Chancellor

RE: Irvine Valley College: Model UN, Out-of-State Conference Travel to Washington, DC from October 29 to November 2, 2014

ACTION: Approval

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### **BACKGROUND**

Irvine Valley College (IVC) is committed to student success. The IVC Model United Nations team in conjunction with the Political Science department has arranged for students to attend and participate in the National Model United Nations - Washington DC Conference.

As part our continued commitment to student success, the IVC Model United Nations Program is offering Political Science 21 – Model United Nations and Political Science/Model United Nations club students the opportunity to attend the NMUN - DC

2014 conference will be held at the Washington Marriott Wardman Park Hotel in downtown Washington DC. Students will represent the interests of their respective country in an authentic simulation of the United Nations. During this simulation, IVC students will debate current international issues, negotiate cooperative approaches to address such problems, present formal speeches on behalf of their country, and develop professional skills like building rapport, group management, effective leadership, and respectful diplomacy.

### **STATUS**

The IVC Model United Nations Program proposes to take 32 students to the National Model United Nations Washington DC Conference from October 29 to November 2, 2014. The individual cost breakdown summary is presented in Exhibit A. Funding for student airfare and meals will be paid by the student; funding for lodging, registration, and transportation will be paid from ASIVC funds. The impact to the general fund involves faculty professional development funds to pay for the expenses of two IVC instructors in an amount not to exceed \$1,400.00.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the IVC Model United Nations program out-of-state conference travel to the National Model United Nations Conference in Washington, DC.

Item Submitted by: *Dr. Glenn R. Roquemore, President*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

OUT-OF-STATE TRAVEL PROGRAM INFORMATION SUMMARY

<b>1. PROGRAM</b>									
Location/Destination:		Washington DC			First Trip:		Yes:	No:	X
Dates:		From:	10/30/14	To:	11/2/14	Total No. of Days:		4	
Partner Name (Academic Institution):		N/A							
Address:		N/A							
Contact Person:		N/A			Telephone No.:		N/A		
Description of Institution:		N/A							
Includes:	Accredited Instruction	Yes:		No:	X				
	Transfer College Units	Yes:		No:	X				
	Orientation	Yes:	X	No:					
	Books/Supplies	Yes:	X	No:					
	Tutors	Yes:		No:	X				
	Weekend Study Activities	Yes:	X	No:					
	Food	Yes:		No:	X				
	Transportation LOCAL ONLY	Yes:	X	No:					
	Lodging	Yes:	X	No:					
Other:									
Does Not Include: (Examples: Local Transportation at home; Personal Items, etc.)		Personal expenses during program; all meals and airfare.							
Other:									
<b>2. FACULTY</b>									
Lead Faculty Name:		Cale Crammer							
Coordinates Trip:		Yes:	X	No:					
If No, Explain:									
Travels to Site:		Yes:	X	No:					
Dates:		From:	10/29/14		To:	11/2/14			
Teaching Assignment at Program Site:		Yes:		No:	X				
Dates:		From:							
Requires Substitute at IVC and/or SC?		Yes:		No:	X				
Unpaid Faculty Exchange:		Yes:		No:	X				
If Yes, Faculty Name(s) Required:									
Assignments to be Covered:									
Other:									
<b>3. COURSE(S) OFFERED AT PROGRAM SITE</b>									
Course No.:	Course Title:							No. of Units	
	TOTAL								
<b>4. STUDENTS</b>									
Minimum number of students required to make program:							16		
Minimum number of units:									



Maximum number of units:	
If this is a repeat program site, what is the average number of units taken per student?	
Other – Maximum number of students	<b>32</b>

### 5. COSTS

Student:

Contracted cost per student:	\$ <b>370.00</b>
Average cost per day: (It costs approximately \$13,000 per year for a student to reside in South Orange County and attend SOCCCD.)	\$ <b>92.50</b>

College:

Additional costs to the District?	Yes:	No:	<b>X</b>
If Yes Explain:			
Cost of substitute pay if instruction is also receiving salary for courses at IVC and/or SC during the same period of time.	\$	<b>N/A</b>	
Other Costs	\$	<b>8,825.00</b>	

### 6. OTHER ACTIVITIES NOT PART OF THE COURSE(S) (ATTACHMENTS)

N/A

### 7. TYPICAL WEEKLY SCHEDULE OF INSTRUCTIONAL/ACTIVITIES

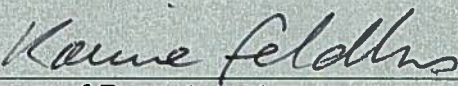
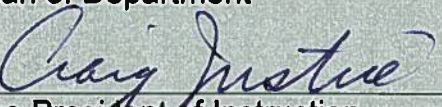
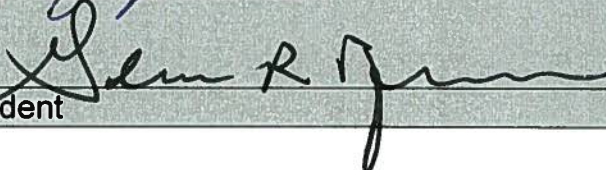
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8 a.m.					White House	Conference	Conference
9 a.m.							
10a.m.							
11a.m.							
12 Noon							
1 p.m.					Congress		
2 p.m.							
3 p.m.							
4 p.m.							
5 p.m.					Registration		
6 p.m.					Opening		
7 p.m.					Ceremonies		
8 p.m.							
9 p.m.					Conference		
10 p.m.				Travel			Travel

Exceptions to weekly schedule: N/A

### 8. ATTACHMENTS

NONE.

### 9. REQUIRED SIGNATURES

	9/1/14
Dean of Department	
	9/12/14
Vice President of Instruction	
	9/12/14
President	

**Irvine Valley College**  
**Fall 2014 National Model United Nations**  
**Out-of-State Travel**

**Summary and Itinerary**

**ACTIVITY:** Attend National Model United Nations Conference

**WHEN:** October 30<sup>th</sup> - November 2<sup>nd</sup>, 2014

**WHERE:** Washington DC

**IVC CONTACT:** Cale Crammer, Political Science Instructor  
Irvine Valley College  
5500 Irvine Center Dr. Irvine, CA 92618  
(858) 888-5613 email: [ccrammer@ivc.edu](mailto:ccrammer@ivc.edu)

Participants: 32 Students, 2 Advisors

**Travel specifics:**

10/30 Departure / Arrive Washington DC  
10/31 Tour White House, Congress, Registration, Opening Ceremonies, Conference  
1/1 Conference  
1/2 Conference / Departure / Arrive Home

<b><u>Dates</u></b>	<b><u>Number of Persons</u></b>	<b><u>Location</u></b>	<b><u>Cost Estimates per Person</u></b>
10/30- 1/2	32 students/2 advisors	Washington DC	Including: 1. Hotel Lodging for 3 night \$6105.00 2. Delegate Registration for 32 students at \$2720.00  <b>GRAND TOTAL      \$8,825.00</b>

ASIVC funds will be used for Lodging and Registration only. MUN has sufficient funds in their ASIVC account to cover these expenses.

Not included: Students are responsible for Airfare, Meals and any miscellaneous expenses.



**TO:** Board of Trustees

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

**RE:** Irvine Valley College: Honors Program, Out-of-State Conference Travel to Denver, Colorado, November 5-9, 2014

**ACTION:** Approval

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### **BACKGROUND**

Student engagement in faculty-mentored research has been shown to be a “high-impact practice” that can deepen students’ educational experience and help them achieve their academic and professional goals. Irvine Valley College recognizes the value of undergraduate research for student success and is a leader among California community colleges in making research opportunities available both in and outside of the classroom to interested students. The IVC Honors Program recruits students campus-wide for undergraduate research and arranges for them to participate in research conferences around the state. This year, as part of offering high quality education to students, the IVC Honors Program is expanding those opportunities by arranging for two students to attend the 2014 National Collegiate Honors Council (NCHC) Conference to be held at the Downtown Sheraton in Denver, Colorado. The students have had their research projects accepted and will present their own research posters in this professional venue, as well as attend symposia, distinguished lectures, and other faculty and student research presentations.

### **STATUS**

The IVC Honors Program intends to participate in the NCHC Conference from November 5-9, 2014, in Denver, Colorado. Two students, Wyeth Binder (Civil Engineering major) and Harmonie Strohl (Psychology major), and the IVC Honors Program Director, Dr. Kay Ryals, are planning to attend this event. Expenses for the conference including transportation, lodging, meals and registration are estimated to be \$4,799.07 as presented in Exhibit A. Exhibit A also includes the students' research abstracts and the conference itinerary. The students' expenses will be paid through a \$2,808.55 appropriation from ASIVC, and the director's expenses of \$1990.52 will be paid from the general fund through a combination of professional development and Honors budget funds. Any additional expenses not covered by these funds will be paid directly by the students and staff attending the conference.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the Honors Program out-of-state conference travel to the National Collegiate Honors Council Conference in Denver, Colorado.

Item Submitted by: *Dr. Glenn R. Roquemore, President*

**IRVINE VALLEY COLLEGE  
FALL 2014 HONORS PROGRAM  
OUT-OF-STATE TRAVEL**

**SUMMARY AND ITINERARY**

**ACTIVITY:** Irvine Valley College Honors Program students will travel to the National Collegiate Honors Council (NCHC) Annual Conference to present their research projects

**DATE:** November 5-9, 2014

**LOCATION:** Denver, Colorado

**ATTENDEES:** Dr. Kay Ferguson Ryals, IVC Honors Program Director  
Wyeth Dean Binder (Student Id# 377180)  
Harmonie Beatrice Strohl (Student Id# 891320)

**IVC CONTACT:** Dr. Kay Ferguson Ryals, IVC Honors Program Director (will accompany students at conference)  
Irvine Valley College  
5500 Irvine Center Drive  
Irvine, CA 92618  
[kryals@ivc.edu](mailto:kryals@ivc.edu)  
Office: (949) 451-5449  
Cell Phone: (949) 838-5346

**IRVINE VALLEY COLLEGE  
FALL 2014 HONORS PROGRAM  
OUT-OF-STATE TRAVEL**

**TRAVEL SPECIFICS**

**Kay Ferguson Ryals (November 5-9):**

- 11/5** Departure from John Wayne Airport at 10:35 am  
Arrive in Denver International Airport at 1:50 pm  
Participation in meetings, consultations, and evaluation assessments
- 11/6** Participation in "Developing in Honors" presentations and workshops
- 11/7** Participation in meetings, forums, roundtables, and students' presentations
- 11/8** Participation in Idea Exchange/breakfast session, roundtables, presentations, faculty poster sessions, and NCHC Awards Ceremony
- 11/9** Participation in 2015 Conference Planning Meeting  
Departure from Denver International Airport at 11:50 am  
Arrive in John Wayne Airport at 1:15 pm

**Wyeth Dean Binder (November 5-8):**

- 11/5** Departure from John Wayne Airport at 4:05 pm  
Arrive in Denver International Airport at 7:13 pm
- 11/6** Participation in orientation session, various workshops, and student dinner
- 11/7** Presentation of research: *From amidst the Soviet Ruins: The Republic of Georgia's Economic Revival*  
Participation in workshops and attendance of faculty and student research sessions
- 11/8** Participation in workshops and attendance of faculty and student research sessions  
Departure from Denver International Airport at 9:10 pm  
Arrive in John Wayne Airport 10:26 pm

**Harmonie Beatrice Strohl (November 6-8):**

- 11/6** Departure from John Wayne Airport at 3:35 pm  
Arrive in Denver International Airport at 6:50 pm
- 11/7** Presentation of research: *Breaking the Silence: Can We Save Classical Music?*  
Participation in workshops and attendance of faculty and student research sessions
- 11/8** Departure from Denver International Airport at 11:55 am  
Arrive in John Wayne Airport at 1:20 pm

**IRVINE VALLEY COLLEGE  
FALL 2014 HONORS PROGRAM  
OUT-OF-STATE TRAVEL**

<b>Name</b>	<b>Title</b>	<b>Conference Attendance Dates</b>	<b>Location</b>	<b>Cost Estimates per person</b>
Kay F. Ryals	IVC Honors Program Director	Nov. 5-9, 2014	Denver, Colorado	Full Package Cost: \$1990.52 Including: Conference registration, airfare, shuttle service, lodging, meals at employee rate, LCD fee
Wyeth D. Binder	Student	Nov. 5-8, 2014	Denver, Colorado	Full Package Cost: \$1,539.69 Including: Conference registration, airfare, baggage fee, shuttle, lodging, meals that are not covered by the conference, printing fee for the presentation poster.
Harmonie B. Strohl	Student	Nov. 6-8, 2014	Denver, Colorado	Full Package Cost: \$1,268.86 Including: Conference registration, airfare, lodging, meals that are not covered by the conference, printing fee for the presentation poster.
				<b>TOTAL: \$4,799.07</b>

Allocated ASIVC funds will be used for this travel for students.

Allocated General and Professional Development funds will be used for this travel for the Honors Program Director.

The Honors Program has sufficient funds in its ASIVC and General fund conference account to cover these expenses.



**FEE APPROVAL FORM  
FEE DETAIL PER STUDENT**

**Division/School:** Office of Instruction/Honors Program

**Event:** NATIONAL COLLEGIATE HONORS COUNCIL (NCHC) ANNUAL CONFERENCE

**Date:** November 5-9, 2014

**Location:** Sheraton Downtown, Denver, Colorado

**Faculty** Kay Ferguson Ryals, Honors Program Director, Irvine Valley College

EXPENSE	COST	NUMBER OF ITEMS	TOTAL
<b>Transportation</b>			
Airfare	\$258.20	1	\$258.20
Shuttle	\$19.00	2	\$38.00
			<b>SUBTOTAL \$296.20</b>
<b>Lodging</b>			
Sheraton Downtown, Denver, CO	\$239.83	4	\$959.32
			<b>SUBTOTAL \$959.32</b>
<b>Meals</b>			
Breakfast	\$12.00	2	\$24.00
Lunch	\$16.00	5	\$80.00
Dinner	\$27.00	3	\$81.00
Note: Meals not mentioned above are provided by conference			<b>SUBTOTAL \$185.00</b>
<b>Incidental Expenses</b>			
Conference Registration	\$375.00	1	\$375.00
LCD Fee	\$75.00	1	\$75.00
Miscellaneous	\$100.00	1	\$100.00
			<b>SUBTOTAL \$550.00</b>
			<b>TOTAL \$1,990.52</b>



**FEE APPROVAL FORM  
FEE DETAIL PER STUDENT**

**Division/School:** Office of Instruction/Honors Program

**Event:** NATIONAL COLLEGIATE HONORS COUNCIL (NCHC) ANNUAL CONFERENCE

**Date:** November 5-9, 2014

**Location:** Sheraton Downtown, Denver, Colorado

**Student:** Wyeth Dean Binder, Honors Program Student

EXPENSE	COST	NUMBER OF ITEMS	TOTAL
<b>Transportation</b>			
Airfare (round-trip)	\$164.20	1	\$164.20
Baggage Fee	\$50.00	1	\$50.00
Shuttle	\$19.00	2	\$38.00
			<b>SUBTOTAL \$252.20</b>
<b>Lodging</b>			
Sheraton Downtown, Denver, CO	\$239.83	3	\$719.49
			<b>SUBTOTAL \$719.49</b>
<b>Meals</b>			
Breakfast	\$12.00	2	\$24.00
Lunch	\$16.00	3	\$48.00
Dinner	\$27.00	3	\$81.00
Note: Meals not mentioned above are provided by conference			<b>SUBTOTAL \$153.00</b>
<b>Incidental Expenses</b>			
Conference Registration	\$325.00	1	\$325.00
In-House Printing for Poster	\$90.00	1	\$90.00
			<b>SUBTOTAL \$415.00</b>
			<b>TOTAL \$1,539.69</b>



**FEE APPROVAL FORM  
FEE DETAIL PER STUDENT**

**Division/School:** Office of Instruction/Honors Program

**Event:** NATIONAL COLLEGIATE HONORS COUNCIL (NCHC) ANNUAL CONFERENCE

**Date:** November 5-9, 2014

**Location:** Sheraton Downtown, Denver, Colorado

**Student:** Harmonie Beatrice Strohl, Honors Program Student

EXPENSE	COST	NUMBER OF ITEMS	TOTAL
<b>Transportation</b>			
Airfare (round-trip)	\$238.20	1	\$238.20
Shuttle	\$19.00	2	\$38.00
			<b>SUBTOTAL \$276.20</b>
<b>Lodging</b>			
Sheraton Downtown, Denver, CO	\$239.83	2	\$479.66
			<b>SUBTOTAL \$479.66</b>
<b>Meals</b>			
Breakfast	\$12.00	1	\$12.00
Lunch	\$16.00	2	\$32.00
Dinner	\$27.00	2	\$54.00
Note: Meals not mentioned above are provided by conference			<b>SUBTOTAL \$98.00</b>
<b>Incidental Expenses</b>			
Conference Registration	\$325.00	1	\$325.00
In-House Printing for Poster	\$90.00	1	\$90.00
			<b>SUBTOTAL \$415.00</b>
			<b>TOTAL \$1,268.86</b>

**TO:** Board of Trustees

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

**RE:** SOCCCD: Irvine Valley College and Saddleback College, Digital Catalog Software, Digital Architecture

**ACTION:** Approval

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### **BACKGROUND**

The offices of Instruction, Marketing, and Technology Services of both colleges collaborated to review the catalog management process and to automate the workflow. A digital catalog approach provides an interactive platform, streamlining the process, and integrating with the student information system (SIS). The process is expected to reduce paper use, improve productivity, increase transparency, and contribute to overall student success. Usage will allow both colleges to compile and share accurate information, social media, custom forms, etc.

### **STATUS**

On June 16, 2014, and June 23, 2014, an RFQ & P for Electronic Catalog Management Software Services was advertised. On July 11, 2014, four proposals (EXHIBIT A) were received and selection is based on best value and is not required to be low bid.. College staff evaluated the submittals and all four firms were invited to interview. Digital Architecture of Lakeland, FL, is recommended for the Electronic Catalog Management Software Services agreement (EXHIBIT B) for a startup fee of \$135,856. Annual operational fees are \$9,672 for Irvine Valley College and \$15,443 for Saddleback College, for a total of \$25,115.

Funding is available through basic aid allocation in the amount of \$125,000 and via general funds at each college for the startup remainder and on-going operations.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the contract as to form (EXHIBIT B) with Digital Architecture of Lakeland, FL, for the first year, in an amount not to exceed \$135,856 and authorize designated staff to make necessary changes to finalize and execute the contract.



South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM-Spring 2015

EXHIBIT A  
1 of 9

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
Adult	Acrylic/Oil Painting Workshop	1/1-12/31	Jean Marie Christian		\$13.50/hr
	Advanced Piano	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Aromatherapy And Herbal Candle Making	1/1-12/31	Quayum Abdul		
	Art 10: Ceramics Handbuilding Fundamentals	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 11: Ceramics: Wheel I	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 12: Ceramics- Wheel II	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 13: Ceramics- Wheel III	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 140: Beginning Graphic Design	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 141: Graphic Rendering Techniques	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 142: Package Design	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 143: Art Survival: From Student To Artist	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 145: Graphic Illustration	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 150: Architectural Ceramics I	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 164: Printmaking (Intaglio/Etching and Relief) IV	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 175: Metal Casting	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 216: Ceramics- Handbuilding II	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 217: Ceramics-Handbuilding III	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 228: Bench Jeweler I	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 229: Bench Jeweler II	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 230: Bench Jeweler III	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 231: Bench Jeweler IV	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 240: Intermediate Graphic Design	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 250: Plein Air Landscape Painting	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 261: Opaque Watercolor	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 4: Fundamentals Of Art	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 40: 2-D Foundations	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 41: Three-Dimensional Design	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 42: Color Theory And Practice	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 50: Painting I	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 51: Painting-II	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 52: Painting-III	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 53: Painting From The Live Model I	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 54: Painting From The Live Model II	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 57: Watercolor I	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 58: Watercolor II	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 59: Watercolor III	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 60: Printmaking (Intaglio/Etching And Relief)	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 61: Printmaking (Intaglio/Etching And Relief) II	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 62: Printmaking (Intaglio/Etching And Relief) III	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 63: Introduction To Screen Printing	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 70: Fundamentals Of Sculpture	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 71: Additive Sculpture	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 72: Subtractive Sculpture	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 78: Beginning Life Sculpture	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 79: Advanced Life Sculpture	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 80: Drawing	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 81: Drawing II	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 82: Drawing III	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 85: Drawing From The Live Model I	1/1-12/31	Art Faculty	50% Net	\$6.25/hr
	Art 86: Drawing From A Live Model II	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 87: Drawing From A Live Model III	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Art 9: Ceramics Fundamentals	1/1-12/31	Art Faculty	50%Net	\$6.25/hr
	Ballroom And Swing	1/1-12/31	Dance Quick (I)	45% Gross	\$49
	Basic Mandarin Chinese	1/1-12/31	Ling Chou (E)	60% Net	\$165
	Beatles Intermediate Guitar	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	Become A Professional Organizer	1/1-12/31	Nancy Miller (E)	50% Net	\$39
	Begin A New Career As A Pharmacy Technician	1/1-12/31	Boston Reed College (I)	PP	\$2,720
	Beginning And Intermediate Watercolor Workshop	1/1-12/31	Jean Marie Christian		\$13.50/hr
	Beginning Blues Harmonica	1/1-12/31	David Broida (E)	50% Net	\$49
	Beginning Guitar	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	Beginning Guitar For Kids/Teens	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	Beginning Guitar With Ron Gorman	1/1-12/31	Ron Gorman (E)	60% Gross	\$84
	Beginning Piano Pedagogy	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Beginning Ukulele	1/1-12/31	Ron Gorman (E)	60% Gross	\$75
	Billboard Top Ten" Intermediate Guitar"	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	Blogging For Fun And Profit	1/1-12/31	Bob Cohen (I)	50% Net	\$39
	Botanicals Drawing Workshop	1/1-12/31	Jean Marie Christian		\$13.50/hr
	Botanicals Watercolor Workshop	1/1-12/31	Jean Marie Christian		\$13.50/hr
	Brewing Basics: Brewing Beyond The Kit	1/1-12/31	Matthew Johnson (E)	50% Net	\$99
	Bride And Groom's First Dance	1/1-12/31	Dance Quick (I)	45% Gross	\$29
	Brow Shaping And Enhancing Eyes With Eyeliner	1/1-12/31	Debbie McClellan		\$60

(E) Employee

(I) Independent Contractor

South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM-Spring 2015

EXHIBIT A  
2 of 9

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Build Your Own Business Website	1/1-12/31	Mike Rounds (E)	50% Net	\$39
	Build Your Own Website For \$5 A Month	1/1-12/31	Mike Rounds (E)	50% Net	\$39
	Business Series	1/1-12/31	Connected Women Of Influence (I)	50% Net	\$175
	Cake Decorating For Beginners	1/1-12/31	Exquisite Cakes By Jennifer (I)	50% Net	\$59
	Cake Decorating With Fondant And Gumpaste	1/1-12/31	Exquisite Cakes By Jennifer (I)	50% Net	\$59
	Cashing In On Your Ideas And Inventions	1/1-12/31	Mike Rounds (E)	50% Net	\$39
	Cashing In On Your Ideas And Inventions	1/1-12/31	Nancy Miller (E)	50% Net	\$39
	Ceramics	1/1-12/31	Duane Matthews (E)	\$50/hr	\$214
	Chamber Music	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Clutterology®: Eliminate Clutter In Your Life	1/1-12/31	Nancy Miller (E)	50% Net	\$39
	Commercial Music Ensemble	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Consulting	1/1-12/31	Mike Rounds (E)	50% Net	\$39
	Contemporary Choir	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Conversational Italian	1/1-12/31	Conversa (I)	50% Net	\$153
	Country Line Dance	1/1-12/31	Dance Quick (I)	45% Gross	\$49
	Country Two-Step	1/1-12/31	Dance Quick (I)	45% Gross	\$49
	Create Successful Online Business Videos	1/1-12/31	Glenda Shaw (E)	50% Net	\$49
	Drawing Workshop	1/1-12/31	Jean Marie Christian		\$13.50/hr
	Driving Concepts	1/1-12/31	Driving Concepts (I)	PP	PP
	Effective Property Staging	1/1-12/31	Art Navarro (E)	50% Net	\$49
	Effective Property Staging	1/1-12/31	Jean Navarro (E)	50% Net	\$49
	Extreme Couponing	1/1-12/31	Nancy Miller (E)	50% Net	\$39
	Eyelash Extension	1/1-12/31	Debbie McClellan		\$70
	Family Country Line Dance	1/1-12/31	Dance Quick (I)	45% Gross	\$25
	Feng Shui Tools For Better Living	1/1-12/31	Feng Shui Solutions (I)	50% Net	\$49
	Fingerstyle Guitar	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	First Hand French	1/1-12/31	Nancy Allah (E)	50% Net	\$85
	Foreign Language Students	1/1-12/31	FLS	Varies	Varies
	Go Global: Growing International Sales	1/1-12/31	Matthew Gerard (E)	50% Net	\$39
	Golf - Levels I And II	1/1-12/31	TGA Golf (I)	50% Net	\$105
	Golf - Levels III and IV	1/1-12/31	TGA Golf (I)	50% Net	\$105
	Hand And Wheel Ceramics	1/1-12/31	Kathryn Stovall-Dennis (E)	50% Net	\$175
	Handmade Herbal Glycerin Soap Making	1/1-12/31	Quayum Abdul		
	Healthy Harmonica: Songs And Rhythms	1/1-12/31	David Broida (E)	50% Net	\$39
	How To Attend A College Of Your Dreams	1/1-12/31	Sharon Buck (E)	25% Net	\$30
	How To Be A Special Event/Wedding Planner	1/1-12/31	Farla Binder (E)	50% Net	\$49
	How To Be Published In A Week!	1/1-12/31	Mike Rounds (E)	50% Net	\$39
	How To Be Your Own Private Investigator	1/1-12/31	Jim Harriger (E)	50% Net	\$39
	How To Become A Mystery Shopper	1/1-12/31	Elaine Moran (E)	50% Net	\$49
	How To Create QR Codes	1/1-12/31	Carol Chambers (E)	50% Net	\$39
	How To Get Paid To Speak	1/1-12/31	Mike Rounds (E)	50% Net	\$39
	How to Look Your Best	1/1-12/31	Christina Gaudy-Funke (E)	50% Net	\$175
	How To Play Piano By Ear	1/1-12/31	New School Of American Music (I)	50% Net	\$45
	How To Protect Yourself From Identity Theft	1/1-12/31	Mari J. Frank, Esq. (E)	50% Net	\$49
	How To Sell On eBay®	1/1-12/31	Frances Greenspan (E)	50% Net	\$65
	Improving Teamwork, Communication, And Leadership Through Drumming And Rhythm	1/1-12/31	Ron Gorman (E)	60% Gross	\$57
	Improving Your PC's Performance	1/1-12/31	Bob Cohen (I)	50% Net	\$39
	Improvised Music In A Jazz Combo	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Instant Piano For Hopelessly Busy People	1/1-12/31	New School Of American Music (I)	50% Net	\$45
	Intermediate Electric Guitar	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	Intermediate Guitar	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	Intermediate Piano	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Internet Marketing For Writers And Authors	1/1-12/31	Bob Cohen (I)	50% Net	\$39
	Introduction To Art4Healing	1/1-12/31	Natalia van Rikxoort (E)	50% Net	\$35
	Introduction To Wine Appreciation	1/1-12/31	David Francisco (E)	50% Net	\$85
	Introduction To Wine Appreciation	1/1-12/31	Michelle Mooney (E)	50% Net	\$85
	Investment Boot Camp	1/1-12/31	Jalon O'Connell (E)	50% Net	\$39
	Investment Strategies For Growth And Income	1/1-12/31	Charles Goffin (E)	50% Net	\$39
	iPhones® and iPads®: Beyond The Basics	1/1-12/31	Bob Cohen (I)	50% Net	\$39
	iPhones®, iPads®, . . . And I'm Lost®	1/1-12/31	Bob Cohen (I)	50% Net	\$39
	Italian Supreme: A Taste Of Italy	1/1-12/31	Conversa (I)	50% Net	\$153
	Italian Supreme: Intermediate/Advanced	1/1-12/31	Conversa (I)	50% Net	\$153
	Jazz Ensemble	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Jewelry Making In One Creative Class	1/1-12/31	Carol Chambers (E)	50% Net	\$30
	Just Yell Fire: Women's Safety And Self-Defense	1/1-12/31	Just Yell Fire (I)	50% Net	\$99
	Kids Country Line Dance	1/1-12/31	Dance Quick (I)	45% Gross	\$25
	Learn To Speak Spanish: Intermediate/Advanced	1/1-12/31	Conversa (I)	50% Net	\$163
	Loan Signing Specialist Training	1/1-12/31	Masters Notary Academy (I)	\$35 PP	\$70
	Makeup 101	1/1-12/31	Michele Von Entress (E)	50% Net	\$175
	Make-Up 101: Beauty Make-Up For Busy Women	1/1-12/31	Christina Gaudy-Funke (E)	50% Net	\$75
	Mandarin I: Introduction To Spoken Chinese	1/1-12/31	Pandarin Academy (I)	50% Net	\$130

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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Mandarin II	1/1-12/31	Pandarin Academy (I)	50% Net	\$130
	Mandarin Made Easy	1/1-12/31	Pandarin Academy (I)	50% Net	\$130
	Marketing Your Business On Facebook And Social Media Sites	1/1-12/31	Bob Cohen (I)	50% Net	\$39
	Master Your Investments	1/1-12/31	Jalon O'Connell (E)	50% Net	\$70
	More Beginning Guitar For Kids/Teens	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	Motorcycle Rider Training	1/1-12/31	Saddleback Rider Training	Rates Per L	\$100-235/dy
	MUS 1: THE BASICS OF MUSIC	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 10: HARMONY I	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 11: HARMONY II	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 117: POPULAR SONGWRITING	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 118: DIGITAL MULTI-TRACK MUSIC RECORDING	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 119: ADVANCED MUSIC COMPOSITION	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 12: HARMONY III	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 120: INTRODUCTION TO THE MUSIC INDUSTRY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 124: COMPUTER ASSISTED MUSIC NOTATION	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 130: MUSIC PRODUCTION 1	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 131: MUSIC PRODUCTION II	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 132: INTRODUCTION TO MUSIC TECHNOLOGY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 14: JAZZ COMPOSITION AND ARRANGING	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 148: JAZZ ENSEMBLE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 15: MUSIC COMPOSITION	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 173: INTERMEDIATE GUITAR	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 178: BEGINNING PIANO PEDAGOGY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 179: INTERMEDIATE PIANO PEDAGOGY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 181: KEYBOARD LITERATURE AND INTERPERTATION- ROMANTIC TO MODER	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 194: MUSICIANSHIP III	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 20: MUSIC APPRECIATION	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 23: INTRODUCTION TO WORLD MUSIC	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 232: CHORAL TECHNIQUES	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 233: CONTEMPORARY CHORAL MUSIC FOR TREBLE VOICES	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 234: SATB VOICED COMMUNITY CHORALE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 24: MUSIC OF THE 20TH CENTURY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 240: IMPROVISED MUSIC IN JAZZ COMBO	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 241: MEDIUM SIZE MALLEABLE JAZZ ENSEMBLE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 242: MID- SIZE AFRICAN- AMERICAN BASED ENSEMBLE JAZZ	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 246: CONTEMPORARY BIG BAND LITERATURE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 247: MODERN BIG BAND CONCEPTS	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 252A: JAZZ PIANO I	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 252B: JAZZ PIANO II	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 252C: JAZZ PIANO III	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 253: ADVANCED PIANO MUSIC OF HAYDN	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 255: PIANO COMPOSERS OF TODAY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 256: ADVANCED PIANO PEDAGOGY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 257: FAVORITE PIANO CLASSICS	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 260: BASIC GUITAR	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 266: IMPROVISED CHAMBER MUSIC	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 27: HISTORY OF JAZZ	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 28: HISTORY OF ROCK	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 295: REHEARSAL AND PERFORMANCE (INSTRUMENTAL)	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 297: REHEARSAL AND PERFORMANCE (JAZZ STUDIES)	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 31: BAROQUE SOCIETY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 32: ORATORIO SOCIETY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 33: MODERN MASTERWORKS: CHORALE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 34: EARLY MUSIC ENSEMBLE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 35: CONTEMPORARY CHOIR	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 39: COMMERCIAL MUSIC ENSEMBLE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 41: SYMPHONIC WIND ENSEMBLE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 42: SYMPHONIC ORCHESTRA	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 43: STRING ORCHESTRA	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 46: JAZZ IMPROVISATION	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 47: SADDLEBACK COLLEGE BIG BAND	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 50: APPLIED MUSIC: INSTRUMENTAL	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 51: APPLIED MUSIC: KEYBOARD	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 52: APPLIED MUSIC : VOICE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 54A: BEGINNING PIANO I	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 54B: BEGINNING PIANO II	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 55A: INTERMEDIATE PIANO I	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 55B: INTERMEDIATE PIANO II	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 56: ADVANCED PIANO	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 58: PIANO REPERTOIRE AND PERFORMANCE PROCEDURES	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 60: BEGINNING CLASSICAL GUITAR	1/1-12/31	Music Faculty	50% Net	\$6.25/hr

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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	MUS 61: INTERMEDIATE CLASSICAL GUITAR	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 62: ADVANCED CLASSICAL GUITAR	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 63: ENSEMBLE TECHNIQUES FOR 21ST CENTURY	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 64: PIANO ENSEMBLE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 65: PIANO ACCOMPANYING	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 66: CHAMBER MUSIC	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 78: KEYBOARD LITERATURE/ INTERPRETATION - BAROQUE AND CLASSICA	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 80: BEGINNING VOICE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 81: INTERMEDIATE VOICE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 82: VOCAL REPERTOIRE AND PERFORMANCE PROCEDURES	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 86: INTRODUCTION TO HARPSICHORD TECHNIQUE AND LITERATURE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 87: HARPSICHORD LITERATURE AND TECHNIQUE II- LATE BEGINNER	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 88: HARPSICHORD LITERATURE AND TECHNIQUE III- EARLY INTERMEDIATE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 89: HARPSICHORD LITERATURE AND TECHNIQUE IV- LATE INTERMEDIATE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 92: MUSICIANSHIP I	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 93: MUSICIANSHIP II	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 96: INTRODUCTION TO ORGAN TECHNIQUE AND LITERATURE CLASS	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 97: ORGAN TECHNIQUE AND LITERATURE CLASS LATE BEGINNING	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 98: ORGAN TECHNIQUE AND LITERATURE CLASS INTERMEDIATE (A), EARL	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS 99: ORGAN TECHNIQUE AND LITERATURE CLASS INTERMEDIATE (B), LATE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	MUS: 75: STRING LITERATURE	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Negotiate Your Way To Success	1/1-12/31	Mari J. Frank, Esq. (E)	50% Net	\$79
	Notary Public Training	1/1-12/31	Masters Notary Academy (I)	\$35 PP	\$70
	On-Line No-Credit Classes	1/1-12/31	Education To Go (I)	\$55-\$175pp	\$94-299
	Organic Gardening	1/1-12/31	Ron Gorman (E)	60% Gross	\$90
	Organizational Skills For Nannies, Au Pairs, And Caregivers	1/1-12/31	Nancy Miller (E)	50% Net	\$39
	PC Boot Camp Express: The Fast Track To Computer Competence	1/1-12/31	Bill Napoli (E)	50% Net	\$180
	PC Boot Camp For Teens	1/1-12/31	Bill Napoli (E)	50% Net	\$195
	PC Boot Camp: Access 2010 In Just Two Days	1/1-12/31	Bill Napoli (E)	50% Net	\$105
	PC Boot Camp: Photo Magic Using Adobe Photoshop CS6	1/1-12/31	Bill Napoli (E)	50% Net	\$105
	PC Boot Camp: Spectacular PowerPoint 2010 Presentations	1/1-12/31	Bill Napoli (E)	50% Net	\$95
	Piano Ensemble	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Piano Made Easy Series	1/1-12/31	New School Of American Music (I)	50% Net	\$75
	Plein Air Landscape Watercolor Workshop	1/1-12/31	Jean Marie Christian		\$13.50/hr
	Portrait Workshop in Watercolors	1/1-12/31	Jean Marie Christian		\$13.50/hr
	Proctoring Services	1/1-12/31	In-House Services (E)	pp	\$50-75
	Professional Speaking For The Clueless®	1/1-12/31	Mike Rounds (E)	50% Net	\$39
	Property Management Anyone Can Do	1/1-12/31	Stephen Dexter (E)	50% Net	\$59
	Saddleback College Big Band	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Salsa Dance I	1/1-12/31	Dance Quick (I)	45% Gross	\$49
	Salsa Dance II	1/1-12/31	Dance Quick (I)	45% Gross	\$49
	SATB Voiced Community Choir	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Secrets Of Social Media And Internet Marketing	1/1-12/31	Bob Cohen (I)	50% Net	\$49
	Self-Publishing Online Digital Photo Books For Youth	1/1-12/31	Randeleigh Harris (E)	50% Net	\$92
	Self-Publishing, ePublishing, And More	1/1-12/31	Mike Rounds (E)	50% Net	\$39
	Songwriting	1/1-12/31	Ron Gorman (E)	60% Gross	\$57
	Sound Retirement Strategies	1/1-12/31	David Broida (E)	50% Net	\$49
	Speed Spanish	1/1-12/31	Christy Nelson (E)	50% Net	\$59
	SRT - Motorcyclist Safety Program	1/1-12/31	Saddleback Rider Training (I)	Varies	\$250
	Stained Glass For Beginners	1/1-12/31	Glass Spectrum (I)	50% Gross	\$120
	Stop Being Unemployed And Start Your Own Home-Based Business	1/1-12/31	Nancy Miller (E)	50% Net	\$39
	Supervisor Skills Certificate Series - Part 1	1/1-12/31	Insight Systems Group (I)	50% Net	\$365
	Supervisor Skills Certificate Series - Part II	1/1-12/31	Insight Systems Group (I)	50% Net	\$365
	Symphonic Orchestra	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Teen Road To Safety	1/1-12/31	Teen Road To Safety Inc. (I)	Varies	Varies
	The New Moonlight: How To Make Money With The New Internet Economy	1/1-12/31	Bob Cohen (I)	50% Net	\$39
	Travel Tours/Multi-Day Trips	1/1-12/31	Good Times Travel (I)	PP	PP
	Using Your Computer To Make Money	1/1-12/31	Nancy Miller (E)	50% Net	\$39
	Veterans Art Project	1/1-12/31	TBA	Varies	Varies
	Voice Acting - Advanced	1/1-12/31	Patrick Helmstetter (E)	50% Net	\$125
	Voice Acting - Beginning	1/1-12/31	Patrick Helmstetter (E)	50% Net	\$125
	What Were You Born To Do?	1/1-12/31	Curtis Adney (E)	50% Net	\$55
	Wind Ensemble	1/1-12/31	Music Faculty	50% Net	\$6.25/hr
	Women's Ageless Beauty	1/1-12/31	Debbie McClellan		\$80
	Youth And The Law	1/1-12/31	Juvenile Consulting Services (I)	Varies	Varies
CFK	Academic Origami: Paper Airplanes And Aerodynamics	1/1-12/31	Academic Chess (I)	60% Net	\$112
	Adventures In Art	1/1-12/31	OC Art Studios (I)	60% Net	\$120
	Adventures In Art Camp	1/1-12/31	OC Art Studios (I)	60% Net	\$133
	After-School Drama Program Presents <i>Willy Wonka, Kids!</i>	1/1-12/31	April Sayegh (E)	60% Net	\$80
	After-School Games	1/1-12/31	Ed Neely (E)	60% Net	\$120
	After-School Hoops	1/1-12/31	One On One Basketball Staff (I)	60% Net	\$120

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	Algebra For Teens - Level 1A	1/1-12/31	Daryl Johannsen (E)	\$29/hr+	\$99
	Algebra For Teens - Level 1B	1/1-12/31	Daryl Johannsen (E)	\$29/hr+	\$99
	Algebra For Teens - Level I	1/1-12/31	Shelley Beckley (E)	\$29/hr+	\$99
	Algebra For Teens - Level II	1/1-12/31	Shelley Beckley (E)	\$29/hr+	\$99
	All About Plants   Spanish Camp	1/1-12/31	Norma Hernandez (E)	60% Net	\$120
	American Girl Adventures	1/1-12/31	Manisha Fish (E)	60% Net	\$165
	Angry Birdies   Bad Piglets	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$150
	Animal Drawing 101 Art Camp	1/1-12/31	OC Art Studios (I)	60% Net	\$133
	Animation Flix	1/1-12/31	Incrediflix (I)	PP	\$185
	App and Game Dev	1/1-12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
	Art Camp	1/1-12/31	Veronica Obermeyer (E)	12.5% Net	\$214
	Art Camp	1/1-12/31	Erin O'Shea (E)	12.5% Net	\$214
	Art Camp	1/1-12/31	Larry Jones (E)	12.5% Net	\$214
	Art Camp	1/1-12/31	Richard White (E)	12.5% Net	\$214
	Art Camp	1/1-12/31	Art Just Create It (I)	60% Net	\$110
	Art Smart	1/1-12/31	Kelli Hudelson (E)	60% Net	\$180
	Arts & Crafts, Music and Food Tasting In Spanish	1/1-12/31	Gabrielle Unzueta (E)	60% Net	\$135
	Basic Mandarin Chinese	1/1-12/31	Ling Chou (E)	60% Net	\$120
	Basketball Skills Clinics	1/1-12/31	Troy Roelen - Pro Camp (I)	50% Net	\$126
	Beginning Ukulele	1/1-12/31	Ron Gorman (E)	60% Gross	\$75
	Beginning Guitar	1/1-12/31	Ron Gorman (E)	60% Gross	\$120
	Beginning Guitar For Kids/Teens	1/1-12/31	Ron Gorman (E)	60% Gross	\$120
	Berktree Learning Homework Club	1/1-12/31	Berktree Learning (I)	60% Net	\$210
	Brain Builders: Engineering With LEGO Bricks: Amazing Ancient Structures	1/1-12/31	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering With LEGO Bricks: Catapults And Trebuchets	1/1-12/31	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering With LEGO Bricks: Mechanical Madness	1/1-12/31	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering With LEGO Bricks: Renewable Energy	1/1-12/31	Brain Builders (I)	60% Net	\$120
	Brain Builders: Engineering With LEGO® Bricks	1/1-12/31	Brain Builders (I)	60% Net	\$120
	BrainStorm: Filmmaking	1/1-12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
	Brainstorm: Go Think!	1/1-12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
	BrainStorm: LEGO® Engineering & Robotics	1/1-12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
	BrainStorm: LEGO® Robotics	1/1-12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
	Brainstorm: Minecraft University: Minecraft Modding	1/1-12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
	Brainstorm: Minecraft University: Robotics	1/1-12/31	Brainstorm LEGO® Academy (I)	60% Net	\$120
	Bricks 4 Kids: Spectacular Sports	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Amazing Animals	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Amazing LEGO® Animals	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Amusement Park Rides	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Amusement Park Rides With LEGO® Bricks	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Construction Craze With LEGO® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Bricks 4 Kidz: Engineering With LEGO® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Bricks 4 Kidz: Factory Fun With LEGO® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Bricks 4 Kidz: Forces Of Nature With LEGO® Bricks	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Forces Of Nature With LEGO® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Bricks 4 Kidz: Gadgets And Gizmos With LEGO® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Bricks 4 Kidz: Interesting Inventions	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Interesting Inventions With LEGO® Bricks	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Life Science With LEGO® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Bricks 4 Kidz: Mining And Crafting	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Mining And Crafting 2 With LEGO® Bricks.	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Mission 2 Space	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Bricks 4 Kidz: Motorized Air, Land, And Sea LEGO® Vehicles	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks 4 Kidz: Space Adventures	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$120
	Bricks For Kidz	1/1-12/31	Bricks For Kidz (I)	60% Net	\$180
	Bricks For Kidz	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$180
	Candy Creations	1/1-12/31	Heather Carlsen (E)	30% Net	\$120
	Candy Creations	1/1-12/31	Tanya Bonetti (E)	30% Net	\$120
	Capture The Flag	1/1-12/31	Robert Johnson (E)	30% Net	\$54
	Capture The Flag	1/1-12/31	Chris Elliott (E)	30% Net	\$120
	Capture The Flag   Masters Of The Field	1/1-12/31	Academic Chess (I)	60% Net	\$112
	Capture The Flag  Master Of The Field	1/1-12/31	Academic Chess (I)	60% Net	\$112
	Care4Yoga	1/1-12/31	Care4Yoga (I)	60% Net	\$120
	Catch A Wave Into First Grade	1/1-12/31	Carrie Gray (E)	60% Net	\$180
	Catch A Wave Into Second Grade	1/1-12/31	Carrie Gray (E)	60% Net	\$150
	Career Exploration	1/1-12/31	Felicia Stinson	\$15/hr	\$180
	Ceramics	1/1-12/31	Duane Matthews (E)	\$30/hr	\$214
	Challenge Island	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Challenge Island: Amusement Park Island	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Challenge Island: Carnival Island	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Challenge Island: Shark Tooth Island	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Challenge Island: Time Travel Island	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120

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South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM-Spring 2015

EXHIBIT A  
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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Cheerleading Skills Clinics	1/1-12/31	College For Kids Staff (E)	Varies	\$65
	Chess Club	1/1-12/31	Brain Builders (I)	60% Net	\$120
	Chess Day Camp	1/1-12/31	Academic Chess (I)	50% Net	\$139
	Chess Day Camp	1/1-12/31	Academic Chess (I)	60% Net	\$139
	Children's Musical Theater	1/1-12/31	Holly Telford (E)	60% Net	\$120
	Coast 2 Coast Soccer	1/1-12/31	Coast 2 Coast Soccer (I)	60% Net	\$120
	Collage: Connect, Collect, Create	1/1-12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
	College Placement Testing Workshop	1/1-12/31	Jeff Vogel (E)	50% Net	\$120
	College Placement Testing Workshop	1/1-12/31	TBA (E)	50% Net	\$120
	Color Sticks For Young Artists	1/1-12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
	Comic Creator Camp	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$150
	Common Core Prep Camp For Fourth Grade	1/1-12/31	Lisa Kopczwinski (E)	60% Net	\$180
	Confidence In The Spotlight: Biz Kidz	1/1-12/31	Confidence In The Spotlight (I)	60% Net	\$104
	Confidence In The Spotlight: Garden Kidz	1/1-12/31	Confidence In The Spotlight (I)	60% Net	\$104
	Confidence In The Spotlight: Princess Play And Music	1/1-12/31	Confidence In The Spotlight (I)	60% Net	\$104
	Confidence In The Spotlight: Safe Kidz	1/1-12/31	Confidence In The Spotlight (I)	60% Net	\$104
	Confidence In The Spotlight: Space Kidz	1/1-12/31	Confidence In The Spotlight (I)	60% Net	\$104
	Cooking With Mr. Elliot And Mr. Short	1/1-12/31	Chris Elliott (E)	30% Net	\$85
	Cooking With Mr. Elliot And Mr. Short	1/1-12/31	Curtis Short (E)	30% Net	\$85
	Creating Cool Characters Art Camp	1/1-12/31	OC Art Studios (I)	60% Net	\$133
	Creating With Clay - Clay Class For Kids	1/1-12/31	Art Just Create It (I)	60% Net	\$120
	Creative Writing For Kids	1/1-12/31	John Uhlman (E)	\$29/hr+	\$99
	Creature Animation Flix	1/1-12/31	Incrediflix (I)	PP	\$135
	CSI: Introduction To Forensic Anthropology	1/1-12/31	Renee Garcia (E)	50% Net	\$110
	Culinary Kids	1/1-12/31	Culinary Kids (I)	60% Net	\$200
	Cut And Dissect - Level A	1/1-12/31	Shaun Burke (E)	\$29/hr+	\$100
	Cut And Dissect - Level B	1/1-12/31	Shaun Burke (E)	\$29/hr+	\$110
	Dana Hills Softball Summer Camp	1/1-12/31	Brandon Cosenza (E)	60% Net	\$126
	Dare To Draw Anything!	1/1-12/31	Jan Wood-Harris (E)	\$29/hr+	\$98
	Debate Workshop	1/1-12/31	Ron Grishaber (E)	60% Net	\$130
	Developmental Reading For Kids	1/1-12/31	John Uhlman (E)	\$29/hr+	\$99
	Developmental Reading For Teens	1/1-12/31	John Uhlman (E)	\$29/hr+	\$99
	Drop-In Aftercare	1/1-12/31	College For Kids Staff (E)	Varies	\$10
	Engineering And Robotics With LEGO® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Engineering Using LEGO® Bricks: Mining And Crafting	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Engineering With LEGO® Bricks: Mining And Crafting	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
	Engineering With LEGO®: Crazy Contraptions	1/1-12/31	Brain Builders (I)	60% Net	\$120
	Engineering with LEGO®: Race Cars 201	1/1-12/31	Brain Builders (I)	60% Net	\$120
	Engineering With LEGO®: Robo Olympics	1/1-12/31	Brain Builders (I)	60% Net	\$120
	Engineering With LEGO®: Super Structures	1/1-12/31	Brain Builders (I)	60% Net	\$120
	English Composition For Teens	1/1-12/31	Tony Garcia (E)	50% Net	\$125
	Exploring STEM Using Educational Robotics	1/1-12/31	Mathobotix (I)	70% Gross	\$580
	F.A.S.T.	1/1-12/31	F.A.S.T. (I)	60% Net	\$120
	Fairy Tale Feast	1/1-12/31	Ann Berger (E)	60% Net	\$180
	Fantastic Fall Art	1/1-12/31	Heather Carlsen (E)	30% Net	\$100
	Fantastic Fall Art	1/1-12/31	Tanya Osborne (E)	60% Net	\$100
	Filmmaking Flix	1/1-12/31	Incrediflix (I)	PP	\$155
	First Grade Head Start	1/1-12/31	Chris Saalberg (E)	60% Net	\$115
	First Grade Prep   Spanish	1/1-12/31	Norma Hernandez (E)	60% Net	\$125
	Fit Kids	1/1-12/31	Fit Kids America (I)	60% Net	\$120
	Fit Kids: Cheerleading	1/1-12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Dodgeball	1/1-12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Flag Football	1/1-12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Hip Hop	1/1-12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Kindergarten Sports	1/1-12/31	Fit Kids America (I)	60% Net	\$112
	Fit Kids: Lacrosse	1/1-12/31	Fit Kids America (I)	60% Net	\$112
	Fourth Grade Common Core Prep Camp	1/1-12/31	Lisa Kopcxynski (E)	60% Net	\$140
	Fun In The Sun	1/1-12/31	Toddler Time (E)	60% Net	\$180
	Fun In The Sun	1/1-12/31	Dawn Trumbo (E)	30% Net	\$180
	Fun In The Sun	1/1-12/31	Kristi Martin (E)	30% Net	\$180
	Fun With Cartooning	1/1-12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
	Functional Agility Speed Training (F.A.S.T)	1/1-12/31	F.A.S.T. (I)	60% Net	\$120
	Future Engineers: Boys And Girls	1/1-12/31	Future Engineers: Boys And Girls (	60% Net	\$96
	Future Engineers: Boys And Girls	1/1-12/31	Kirin Quality Engineering, LLC	60% Net	\$96
	Future Millionaires And Junior Entrepreneurs	1/1-12/31	Joshua Ballard (I)	50% Net	\$115
	Geometry For Teens	1/1-12/31	Shelley Beckley (E)	\$29/hr+	\$99
	Getting Excited For Kindergarten	1/1-12/31	Brooks Keith (E)	30% Net	\$160
	Getting Excited For Kindergarten	1/1-12/31	Nancy Conover (E)	30% Net	\$160
	Girls On The Run Orange County	1/1-12/31	Girls On The Run (I)	60% Net	\$120
	Golf Skills Clinics Advanced	1/1-12/31	TGA Golf (I)	50% Net	\$85
	Golf Skills Clinics Beginners	1/1-12/31	TGA Golf (I)	50% Net	\$85

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South Orange County Community College District  
SADDLEBACK COLLEGE  
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EXHIBIT A  
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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Green Screen Animation Flix	1/1-12/31	Incrediflix (I)	PP	\$155
	Group Piano Lessons Beginners	1/1-12/31	Krema Lytskanova (E)	60% Net	\$120
	Handwriting Heroes	1/1-12/31	Carrie Gray (E)	60% Net	\$112
	Hip Hop Dance Camp	1/1-12/31	Fit Kids America (I)	60% Net	\$112
	Homework Club	1/1-12/31	Berktree Learning (I)	60% Net	\$240
	Homework Club	1/1-12/31	College For Kids Staff (E)	Varies	\$120
	Homework Help And Game Breaks	1/1-12/31	Robert McDonough (E)	60% Net	\$120
	I-ESTEAM 3.14	1/1-12/31	Mathobotix (I)	70% Gross	\$480
	Imagination in Creativity: Art In Spanish	1/1-12/31	Wendy Mendoza (E)	60% Net	\$180
	Institute Of Reading Development	1/1-12/31	Inst. Of Reading Development (I)	PP	Varies
	Interactive Writing Workshop	1/1-12/31	Nancy D'Aleo-Russey (E)	\$29/hr+	\$99
	Irish Dance	1/1-12/31	Liz Lightner (E)	60% Net	\$70
	Jump Start Fifth Grade	1/1-12/31	Ann Berger (E)	60% Net	\$180
	Jump Start First Grade	1/1-12/31	Terri Adams (E)	60% Net	\$180
	Jump Start First Grade	1/1-12/31	Diane Weckerle (E)	60% Net	\$180
	Jump Start First Grade	1/1-12/31	Avonnette Bruce (I)	60% Net	\$125
	Jump Start Kindergarten	1/1-12/31	Amy Clarke (E)	30% Net	\$125
	Jump Start Kindergarten	1/1-12/31	Kylie Siglock (E)	30% Net	\$125
	Jump Start Kindergarten	1/1-12/31	Amy Clarke (E)	60% Net	\$180
	Jump Start Kindergarten	1/1-12/31	Kylie Siglock (E)	60% Net	\$180
	Jump Start Kindergarten	1/1-12/31	Avonnette Bruce (I)	60% Net	\$125
	Jump Start Second Grade	1/1-12/31	Christy Grudynski (E)	60% Net	\$125
	Jump Start Third Grade	1/1-12/31	Christy Grudynski (E)	60% Net	\$125
	Junior Gauchos Fun Club	1/1-12/31	College For Kids Staff (E)	Varies	\$80
	Junior Jazzercise	1/1-12/31	Nora Grabar (E)	60% Net	\$120
	Karate	1/1-12/31	Robert McDonough (E)	60% Net	\$120
	Keyboarding On Personal Computers	1/1-12/31	Joyce Quade (E)	50% Net	\$126
	Keyboarding With Ultrakey	1/1-12/31	Heather Carlsen (E)	30% Net	\$120
	Keyboarding With Ultrakey	1/1-12/31	Tanya Bonetti (E)	30% Net	\$120
	kidshipop.com	1/1-12/31	kidshipop.com	50% Net	\$146
	Kindergarten Is Cool At Vista Del Mar	1/1-12/31	Amy Abbott (E)	30% Net	\$180
	Kindergarten Is Cool At Vista Del Mar	1/1-12/31	Barbara Stamen (E)	60% Net	\$180
	Kindergarten Kickoff	1/1-12/31	Avonnette Bruce (I)	60% Net	\$125
	Kindergarten Kick-Off	1/1-12/31	Avonnette Bruce (I)	60% Net	\$180
	Landscapes: Whimsical To Abstract Art	1/1-12/31	Jan Wood-Harris (E)	\$29/hr+	\$98
	Learning Olympics	1/1-12/31	Natalie Schild (E)	60% Net	\$155
	Learning To Dig	1/1-12/31	Renee Garcia (E)	50% Net	\$110
	Lego Flix	1/1-12/31	Incrediflix (I)	PP	\$155
	Let's Do Robotics	1/1-12/31	Computer Explorers (I)	PP	\$98
	Let's Spell It Right!	1/1-12/31	Christy Nelson (E)	50% Net	\$63
	Lil' Chef School	1/1-12/31	Lil' Chef School (I)	60% Net	\$180
	Lil' Chef School	1/1-12/31	Lil' Chef School (I)	60% Net	\$120
	Living History	1/1-12/31	John Uhlman (E)	\$29/hr+	\$99
	Mad Science Inventor's Workshop: Eureka!	1/1-12/31	Mad Science (I)	60% Net	\$120
	Magic of Musical Theater	1/1-12/31	Melissa Kopenhefer (E)	60% Net	\$180
	Magic Of Musical Theater	1/1-12/31	Melissa Kopenhefer (E)	60% Net	\$120
	MainStage Kids	1/1-12/31	Jonelle Allen (E)	\$25/hr	\$395
	MainStage Kids	1/1-12/31	TBA	\$25/hr	\$395
	MainStage Kids	1/1-12/31	TBA	\$25/hr	\$395
	Mako Milers	1/1-12/31	Barbara Stamen (E)	30% Net	\$120
	Mako Milers Running Club	1/1-12/31	Amy Abbott (E)	30% Net	\$120
	Mandarin Immersion After-School Program	1/1-12/31	A Little Dynasty (I)	60% Net	\$672
	Mandarin Immersion After-School Program	1/1-12/31	A Little Dynasty (I)	60% Net	\$120
	Mandarin Immersion After-School Program	1/1-12/31	A Little Dynasty Chinese (I)	60% Net	\$504
	Mandarin Immersion Summer Camp	1/1-12/31	Charlie Loh (E)	60% Net	\$150
	Mandarin Immersion Summer Camp	1/1-12/31	Nicole Loh (E)	60% Net	\$180
	Manners Made Fun	1/1-12/31	Laura Little (E)	50% Net	\$100
	Masters Of The Field	1/1-12/31	Academic Chess (I)	60% Net	\$112
	Masters Of The Field - Health Is Fun!	1/1-12/31	Academic Chess (I)	60% Net	\$112
	Math	1/1-12/31	Justine Lawson (E)	50% Net	\$89
	Math	1/1-12/31	Larry Perez (E)	50% Net	\$89
	Math	1/1-12/31	Young Choi (E)	\$29/hr+	\$99
	Math 6/7	1/1-12/31	Michael Hale (E)	60% Net	\$180
	Math Tutoring By Experienced Math Teachers	1/1-12/31	wikiTHINK (I)	Varies	\$269
	Mathobotix STEM Robotics Summer Camp	1/1-12/31	Mathobotix (I)	70% Gross	\$259
	Memory Power And Study Skills	1/1-12/31	Christy Nelson (E)	50% Net	\$120
	Middle School Math Prep	1/1-12/31	Michael Haley (E)	60% Net	\$160
	Mindstorm Robotics	1/1-12/31	Bricks 4 Kidz (I)	60% Net	\$185
	Mini-Kindergarten	1/1-12/31	Lori Walker (E)	60% Net	\$325
	Mining And Crafting 1 With Lego® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$150
	Mining And Crafting 2 With Lego® Bricks	1/1-12/31	Future Builders With Bricks (I)	60% Net	\$150

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EXHIBIT A  
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PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
Mining And Crafting Camp		1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
Modeling And Style		1/1-12/31	Tara Meyer (E)	\$29/hr+	\$120
Musical Theater		1/1-12/31	Tanya Bonetti (E)	60% Net	\$180
Musical Theater		1/1-12/31	Heather Carlsen (E)	60% Net	\$180
Musical Theater		1/1-12/31	Heather Carlsen (E)	30% Net	\$180
Musical Theater		1/1-12/31	Tanya Bonetti (E)	30% Net	\$180
Mythical Creature Drawing Art Camp		1/1-12/31	OC Art Studios (I)	60% Net	\$133
Natural A's		1/1-12/31	Curtis Adney (E)	50% Net	\$49
Natural A's: Parent/Adult Registration		1/1-12/31	Curtis Adney (E)	50% Net	\$49
Ninjago Games Galore		1/1-12/31	Future Builders With Bricks (I)	60% Net	\$120
OC Art Studios: Animal Drawing 101		1/1-12/31	OC Art Studios (I)	60% Net	\$120
OC Art Studios: Cool Comics And Cartoons		1/1-12/31	OC Art Studios (I)	60% Net	\$120
OC Art Studios: Fantastic Fantasy Art		1/1-12/31	OC Art Studios (I)	60% Net	\$120
Ocean Animals		1/1-12/31	Jan Wood-Harris (E)	\$29/hr+	\$98
One On One Basketball: Basketball Pre-Season Tune-Up		1/1-12/31	One On One Basketball Staff (I)	60% Net	\$120
One On One Basketball: Fit 4 Fun		1/1-12/31	One On One Basketball Staff (I)	60% Net	\$120
One On One Summer Basketball Camp		1/1-12/31	One On One Basketball Staff (I)	60% Net	\$165
Parent And Me: Adventure Through China		1/1-12/31	Pandarin Academy (I)	50% Net	\$130
PDM Young Actors Workshop Presents " GREASE"		1/1-12/31	Paul-Dean Martin	\$20/hr	\$200
Pen And Ink Art Magic		1/1-12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
Performing Arts Club		1/1-12/31	Confidence In The Spotlight (I)	60% Net	\$120
Playtime In Spanish		1/1-12/31	April Sonenberg (E)	60% Net	\$120
Pre-Algebra		1/1-12/31	Daryl Johannsen (E)	\$29/hr+	\$99
Pre-Geometry		1/1-12/31	Daryl Johannsen (E)	\$29/hr+	\$120
Private Swim Lessons		1/1-12/31	Pete Cosmakos, LLC (I)	60% Net	\$180
Public Speaking Basics		1/1-12/31	Ron Grishaber (E)	60% Net	\$130
Reading Fun With Jr Great Books and More		1/1-12/31	Lori Walker (E)	60% Net	\$110
Rock N Roll Robotics - Legos®		1/1-12/31	Computer Explorers (I)	PP	\$98
Science Classes		1/1-12/31	Mad Science (I)	60% Net	\$120
Science Classes		1/1-12/31	Mad Science (I)	PP	\$165
Second Grade Common Core Camp		1/1-12/31	Christy Grudynski (E)	60% Net	\$180
Self-Publishing Online Digital Photo Books For Youth		1/1-12/31	Randeigh Harris (E)	50% Net	\$92
Semi-Private Swim Lessons		1/1-12/31	Pete Cosmakos, LLC (I)	60% Net	\$105
Sewing Classes		1/1-12/31	Laurie Murphy Klein (E)	50% Net	\$100
So You Want To Be A Teacher?		1/1-12/31	Lori Walker (E)	60% Net	\$125
Soccer Skills Clinics		1/1-12/31	BJ McNicol (E)	50% Net	\$126
Spanish For Children: Levels 1 and 2		1/1-12/31	Conversa (I)	60% Net	\$120
Spanish For Children: Levels 1 And 2		1/1-12/31	Conversa (I)	50% Net	\$120
Spanish For Preschoolers		1/1-12/31	Conversa (I)	50% Net	\$120
Spotlight Series		1/1-12/31	Confidence In The Spotlight (I)	60% Gross	\$275
Storytelling: The Pathway To Public Speaking Success		1/1-12/31	Debra Weller (E)	30% Net	\$120
Storytelling: The Pathway To Public Speaking Success		1/1-12/31	Laurie Burgess (E)	30% Net	\$120
Study Insects In Spanish		1/1-12/31	Veronica Noguez (E)	60% Net	\$180
Study Strategies For Teens		1/1-12/31	Jason Turney (E)	\$29/hr+	\$56
Successful Study Strategies For Kids		1/1-12/31	Jason Turney (E)	\$29/hr+	\$56
Summer Art Experience In Spanish		1/1-12/31	Nicole Thompson (E)	60% Net	\$180
Summer Experience		1/1-12/31	Renee Zapas (E)	Per Day	\$165
Summer Experience		1/1-12/31	Thomas Fish (E)	Per Day	\$150
Super Chefs		1/1-12/31	Super Readers (I)	60% Net	\$130
Superhero Filmmaking Flix		1/1-12/31	Incrediflix (I)	PP	\$185
Tee It Up With TGA		1/1-12/31	TGA Staff (I)	60% Net	\$120
Tennis		1/1-12/31	Orange County Com. Tennis Assoc	60% Net	\$120
Tennis Skills Clinics		1/1-12/31	Nick Trani (E)	50% Net	\$149
The Power Of Exploring Art		1/1-12/31	Nancy Larragoiti (E)	\$29/hr+	\$46
The Wonderful World Of Writing		1/1-12/31	Cindy Billy (E)	30% Net	\$235
The Wonderful World Of Writing		1/1-12/31	Danielle Ridill (E)	30% Net	\$235
Theatre Fun With Improvisation		1/1-12/31	Tara Meyer (E)	\$29/hr+	\$120
Third Grade Common Core Camp		1/1-12/31	Christy Grudynski (E)	60% Net	\$180
Toddler Time		1/1-12/31	Dawn Trumbo (E)	30% Net	\$120
Toddler Time		1/1-12/31	Kristi Martin (E)	30% Net	\$120
Toddler Time		1/1-12/31	Toddler Time (I)	60% Net	\$90
Toddler Time (1st Semester- Fall)		1/1-12/31	Dawn Trumbo (E)	30% Net	\$240
Toddler Time (1st Semester- Fall)		1/1-12/31	Kristi Martin (E)	30% Net	\$240
Toddler Time (2nd Semester-Spring)		1/1-12/31	Dawn Trumbo (E)	30% Net	\$240
Toddler Time (2nd Semester-Spring)		1/1-12/31	Kristi Martin (E)	30% Net	\$240
UCI Writing Project		1/1-12/31	UCI Summer Youth Programs (I)	85% Gross	\$690
Volleyball		1/1-12/31	Tanya Bonetti (E)	60% Net	\$180
Volleyball		1/1-12/31	Heather Carlsen (E)	60% Net	\$180
Volleyball		1/1-12/31	Heather Carlsen (E)	30% Net	\$120
Volleyball		1/1-12/31	Tanya Bonetti (E)	30% Net	\$120
Volleyball Skills Clinics		1/1-12/31	Carmen Stratton (E)	50% Net	\$126

(E) Employee

(I) Independent Contractor



South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM-Spring 2015

EXHIBIT A  
9 of 9

PROGRAM	ACTIVITY TITLE	DATES	PRESENTER	HONORARIA	FEE
	Wagon Wheel Kindergarten Corral	1/1-12/31	Rita Beninga (E)	60% Net	\$115
	Water Polo Skills Clinics	1/1-12/31	Pete Cosmakos, LLC (I)	50% Net	\$126
	Young Artists And Authors Studio	1/1-12/31	Carrie Gray (E)	60% Net	\$180
	Young Artist's Workshop	1/1-12/31	Nancy Larragoiti (E)	\$29/hr+	\$98
	Young Illustrators	1/1-12/31	Jan Wood-Harris (E)	\$29/hr+	\$98
	Young Rembrandts	1/1-12/31	Young Rembrandts (I)	60% Net	\$180
	Young Rembrandts Cartooning	1/1-12/31	Young Rembrandts (I)	60% Net	\$120
	Young Rembrandts Draw Amazing Things	1/1-12/31	Young Rembrandts (I)	60% Net	\$120
	Youth Aquatics	1/1-12/31	Pete Cosmakos, LLC (I)	50% Net+	\$75
	Zentangle 1: Drawing Patterns With Art Elements	1/1-12/31	The Artbar (I)	60% Net	\$96
	Zentangle 1: Drawing Patterns With Art Elements	1/1-12/31	Nicole Steiman (E)	60% Net	\$96
	Zentangle 2: Inspired Art (ZIA) Projects	1/1-12/31	The Artbar (I)	60% Net	\$96
	Zentangle 2: Inspired Art (ZIA) Projects	1/1-12/31	Nicole Steiman (E)	60% Net	\$96

(E) Employee

(I) Independent Contractor

**RFQ & P for Electronic Catalog Management Software Services**  
**Irvine Valley College & Saddleback College**  
**SOCCCD**  
**October 27, 2014**

<b><u>COMPANY NAME</u></b>	<b><u>CITY</u></b>	<b><u>SUBMITTOR'S NAME</u></b>
<b>Decision Academic</b>	<b>Fort Worth, TX</b>	<b>Sridhar Subramanian</b>
<b>*Digital Architecture</b>	<b>Lakeland, FL</b>	<b>Kenneth D. Blais</b>
<b>Valentine &amp; Co., Inc. d/b/a Smart Catalog</b>	<b>Portland, ME</b>	<b>Anne Valentine</b>
<b>Leepfrog Technologies, Inc.</b>	<b>Iowa City, IA</b>	<b>Erick Zawojewski</b>

**\*Recommended Firm**



## **Professional Services Agreement**



### **Prepared For:**

South Orange County  
Community College  
District

#### **John Schoenborn**

Account Executive  
Digital Architecture  
866.328.9012 x124  
jschoenborn@digarc.com

# Draft

This Professional Services Agreement is entered into by and between South Orange County Community College District, a higher education institution having a principal place of business in Mission Viejo, California ("Client", "Institution"), and Digital Architecture, Inc. ("Digital Architecture"), and is effective as of the date signed by the Institutional Representative below.

## **W I T N E S S E T H:**

WHEREAS, Client has two college, Irvine Valley College and Saddleback College who desire to engage Digital Architecture to perform catalog implementation services for Client; and

WHEREAS, Client and Digital Architecture desire to have such services performed in accordance with the terms and conditions hereof; and

NOW, THEREFORE, for good and valuable consideration paid, the receipt whereof is hereby acknowledged, Client and Digital Architecture hereby agree as follows:

### **1. Services Provided**

Digital Architecture shall render the services (the "Services") on a non-exclusive basis and shall deliver the deliverables (the "Deliverables") to Client, as defined in and in accordance with Schedule A attached hereto, under the terms and conditions set forth herein.

### **2. Warranties**

- A. Digital Architecture shall perform the Services and provide Deliverables in an efficient, professional and workmanlike manner, consistent with industry standards and the specifications set forth in Schedule A. The functionality of the Services will not be materially or substantially decreased during the Term and shall meet the service levels set forth in the Service Level Specifications outlined in Schedule C, Software License and Hosting Agreement.
- B. Client shall meet its obligation to provide content, maintain scope, engage in training, and other activities necessary for a successful implementation as set forth in Schedule A.
- C. Digital Architecture shall have no obligation to provide support or other Services related to the Deliverables beyond the scope as set forth in Schedule A. The warranties set forth herein are exclusive and are in substitution for all other warranties, obligations and liabilities of Digital Architecture.

### **3. Independent Parties**

Digital Architecture is and shall be an independent contractor, and nothing contained in this Agreement shall be construed to make Digital Architecture an employee, agent, partner or joint venture of Client, and Digital Architecture shall not have the right to bind Client to any agreement with a third party or to incur any obligation or liability on behalf of Client. No fringe or employee benefits are to be provided to Digital Architecture by Client.

### **4. Compensation, Expenses, and Billing**

In full consideration for all Services to be rendered by Digital Architecture hereunder and for the Deliverables, Client agrees to pay Digital Architecture fees and expenses as set forth in Schedule B attached hereto in accordance with the payment terms and conditions set forth therein.

## 5. Confidential and Proprietary Information

- A. The parties acknowledge that in the course of Digital Architecture's Services hereunder, Digital Architecture may have access to confidential and proprietary information relating to the business of Client. Digital Architecture recognizes and acknowledges the interest of Client in maintaining the confidential nature of its proprietary and confidential information and agrees that it will not for any reason or at any time, whether before or after termination of its engagement, directly or indirectly, disclose or use, except as required in the course of and in connection with its engagement with Client or when and as authorized in writing to do so by the Client, any information declared in advance by the Client to be proprietary or confidential (hereinafter referred to as "Proprietary Information"). Client and Digital Architecture understand and agree that the terms of this paragraph shall survive the termination of this Agreement.
- B. All Proprietary Information shall be and remain the sole property of Client. Upon termination of its engagement hereunder, Digital Architecture shall deliver all Proprietary Information promptly to Client and shall not make, retain or distribute any copies thereof, except as required in the course of and in connection with provision of services related to hosting the Client's academic catalog management system.

## 6. Client Data

- A. Client Data. Client Data means the electronic data or information submitted by Client.
- B. Ownership of Client Data. Client owns its Client Data and shall retain ownership of all Client Data at all times.
- C. Prohibition on Unauthorized Use or Disclosure of Client Data. Digital Architecture agrees to hold Client Data in strict confidence. Digital Architecture shall not use or disclose Client Data received from or on behalf of Client except as permitted or required by the Agreement, as required by law, or as otherwise authorized in writing by Client. Digital Architecture agrees that it will protect the Client Data it receives from or on behalf of Client according to commercially acceptable standards and no less rigorously than it protects its own confidential information.
- D. Return or Destruction of Client Data. Upon termination, cancellation, expiration or other conclusion of the Agreement, Digital Architecture shall return all Client Data to Client in a format acceptable to Client, or if return is not feasible as determined by Client in written notice to Digital Architecture, destroy any and all Client Data. Digital Architecture shall not destroy any Client Data without express written permission of Client. Digital Architecture shall comply with any litigation hold or order to preserve Client Data.
- E. Client Remedies. If Client reasonably determines in good faith that Digital Architecture has materially breached any of its obligations under this Section, Client may, in its sole discretion, terminate the Agreement as set forth in this Agreement. Client shall provide written notice to Digital Architecture describing the violation and the action it intends to take.
- F. Maintenance of the Security of Electronic Information. Digital Architecture shall develop, implement, maintain and use appropriate administrative, technical and physical security measures to preserve the confidentiality, integrity and availability of all electronically maintained or transmitted Client Data received from or on behalf of Client. These measures will be extended by contract to all subcontractors used by Digital Architecture.

- G. Reporting of and Liability for Unauthorized Disclosures or Misuse of Client Data. Digital Architecture, within one (1) business day of discovery, shall report to Client any use or disclosure of Client Data not authorized by the Agreement or in writing by Client. Digital Architecture's report shall identify: (i) the nature of the unauthorized use or disclosure; (ii) the Client Data used or disclosed, (iii) who made the unauthorized use or received the unauthorized disclosure, (iv) what Digital Architecture has done or shall do to mitigate any effect of the unauthorized use or disclosure, and (v) what corrective action Digital Architecture has taken or shall take to prevent future similar unauthorized use or disclosure. Digital Architecture shall provide such other information, including a written report, requested by Client. Digital Architecture shall indemnify, defend and hold Client harmless from all claims, liabilities, damages or judgments involving a third party, including Client's costs and attorney's fees, which arise as a result of Digital Architecture's failure to meet any of its obligations under this Section.
- H. Transmission of Client Data outside the United States. Digital Architecture is a U.S. based company. Any work or transmission or storage of Client Data covered under this Agreement shall be stored and remain in the United States

## **7. Inventions and Work**

- A. Client agrees that any work heretofore or hereafter prepared for Client that results in new inventions, improvements, concepts, or ideas made or conceived by Digital Architecture in connection with and during the performance of Services hereunder and related to the business of Client (collectively, the "Work") shall be the exclusive property of Client.
- B. Notwithstanding paragraph 6(A) above, Client acknowledges and agrees that Digital Architecture may, in and in connection with its business of providing academic catalog management solutions, and other professional and technological services to others, utilize general knowledge and know-how learned in performing Services hereunder; provided, however, that Digital Architecture may not (i) use or disclose any Proprietary Information, or (ii) use or disclose any intellectual property of Client except as provided herein.

## **8. Indemnification**

Digital Architecture will indemnify, hold harmless and defend Institution, its officers, directors, employees, parent companies, subsidiaries and agents from and against any and all claims, damages, costs and expenses, including attorney's fees and litigation costs ("Damages") which may be incurred by reason of any injury to or death of any person(s), or damage to or loss of any property or any and all other 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, caused by any act, neglect, default, or omission of Digital Architecture, or any person, firm or corporation employed by Digital Architecture, either directly or by independent contract, arising out of, or related to, the services covered by this Agreement, whether said Damages occur either on or off Client's property, except for liability for Damages which result from the sole negligence or willful misconduct of Client or its officers, employees or agents. . This indemnification obligation shall survive the termination of this Agreement. In addition, Institution will indemnify, hold harmless and defend Digital Architecture, its officers, directors, employees, parent companies, subsidiaries and agents from and against any and all claims, damages, costs and expenses, including attorney's fees and litigation costs arising from Institution's breach of any obligations or duties relating to this Agreement.

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## 9. Term

This Agreement shall be for one (1) year from the last date executed below. The Agreement may be extended upon mutual agreement of the parties. In no event shall the term of this Agreement or any Schedule exceed five (5) years from the last date executed below

## 10. Termination

- A. Termination for Cause. Either party may terminate this Agreement upon thirty (30) days written notice to the other party in the event of a material breach of any provision of this Agreement, provided that, the breaching party fails to perform or cure said breach within thirty (30) days after written notice thereof.
- B. Termination without Cause. Client may terminate the Agreement without cause upon ninety (90) days written notice to Digital Architecture.
- C. Rights and Obligations Upon Termination. Termination of this Agreement shall not affect rights and obligations accruing prior to the date of termination or relating to confidential or proprietary information. Upon termination, Client shall be responsible for and agrees to pay amounts owed for Services actually performed and invoiced in accordance with this Agreement prior to the date of such termination. Upon termination, Digital Architecture shall deliver to Client all Work, whether finished or in process, performed in accordance with this Agreement and return Client Data as set forth above.

## 11. Compliance with Laws

Digital Architecture agrees to comply with all federal, State and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Digital Architecture, Digital Architecture's business, equipment and personnel engaged in operations covered by this Agreement. Digital Architecture certifies that it is familiar with the federal and state laws, as well as any other applicable requirements for the storage and transmission of Client Data and Digital Architecture will comply with all such requirements. Digital Architecture and all Digital Architecture's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement.

## 12. Insurance

- A. Digital Architecture agrees to carry a comprehensive general and automobile liability insurance with limits of Five Million Dollars (\$5,000,000.00) per occurrence combined single limit for bodily injury and property damage in a form mutually acceptable to both parties to protect Digital Architecture and Client against liability or claims of liability which may arise out of this Agreement. Digital Architecture agrees to maintain workers' compensation insurance as required under the laws of the State of California.
- B. Cyber Liability (Security and Identity Theft Coverage). Digital Architecture shall provide Five Million Dollars (\$5,000,000.00) in Cyber Liability Insurance to cover Security, Privacy, Business Interruption, Cyber Extortion, and Denial of Service.
- C. For all insurance required under this Agreement, Digital Architecture agrees to provide an endorsement to this policy stating, "Such insurance as is afforded by this policy shall be primary, and any insurance carried by Client shall be excess and noncontributory." Additionally, Digital Architecture shall provide Client with certificates of insurance evidencing all coverages and endorsements required hereunder including a thirty (30) day

written notice of cancellation or reduction in coverage. Digital Architecture agrees to name Client and its Board of Trustees, officers, agents and employees as additional insured under each said policy.

### **13. Taxes**

Digital Architecture shall pay all contributions, taxes and premiums payable under federal, state and local laws measured upon the payroll of employees engaged in the performance of work under this Agreement, and all applicable sales, use, excise, transportation, privilege, occupational and other taxes applicable to furnish the work performance hereunder and shall save Client harmless from liability for any such contributions, premiums, and taxes for Digital Architecture's employees and sub-contractors, if applicable. Client is a tax-exempt entity.

### **14. Governing Law**

This Agreement shall be governed by and construed and interpreted in accordance with the laws of the State of California, with venue in Orange County, California, without regard to principles of conflicts of law thereof.

### **15. Waiver**

The waiver by either party of any breach of any provision of this Agreement shall not operate or be construed as a waiver of any subsequent breach of any provision of this Agreement.

### **16. Entire Agreement**

This Agreement sets forth the entire understanding between the parties relating to the subject matter of Services and Deliverables, and supersedes any previous understandings or agreements, written or oral, between Digital Architecture and Client unless otherwise referred to in this agreement. This Agreement may be modified only by an agreement in writing signed by both parties.

### **17. Agreement Binding on Successors**

This Agreement shall inure to the benefit of and be binding upon the Client and Digital Architecture and their respective successors, executors, administrators, heirs and/or permitted assigns; provided, however, that Client may not make any assignment of this Agreement or any interest therein, by operation of law or otherwise, without the prior written consent of Digital Architecture.

### **18. Severability**

The provisions of this Agreement are deemed by the parties to be severable, and the invalidity or unenforceability of any one or more of the provisions of this Agreement shall not affect the validity or enforceability of any other provision.

### **19. Headings**

Headings used in this Agreement are for convenience only and shall not be considered in construing or interpreting this Agreement.

### **20. Counterparts**



The parties may execute more than one counterpart of this Agreement hereto, and each fully executed counterpart shall be deemed an original.

## 21. Time is of the Essence.

Time is of the essence of all terms, covenants and conditions of this Agreement and except as otherwise provided herein, all of the terms, covenants and conditions of this Agreement shall apply to, benefit and bind the successors or assigns of the respective parties, jointly and individually.

## 22. Use of Client Name.

Pursuant to Education Code section 71025, Digital Architecture shall not, without the express written permission of the Board of Governors of the California Community Colleges, use the name, or any abbreviation of it, or any name of which these words are a part in any of the following ways to imply, indicate or otherwise suggest that any organization, or any product or service of that organization, is connected or affiliated with, or is endorsed, favored or supported by, or is opposed by one or more California Community Colleges, the Board of Governors of the California Community Colleges, or the office of the Chancellor of the California Community Colleges.

## 23. Continued Performance During Dispute.

In the event that a dispute arises between Client and Digital Architecture, Digital Architecture expressly agrees to continue to perform its obligations under this Agreement during the pendency of the dispute. Each party agrees to the other that it shall diligently and in good faith attempt to resolve any disputes which may arise.

## 24. Audit.

Digital Architecture security procedures, financial records and supporting documents shall be available for inspection, reproduction and audit by the Client or its auditors at Client's request.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed and delivered as of the date signed by the Institutional Representative below.

South Orange County Community College District Institutional Representative

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Print Name: Debra L. Fitzsimons  
Title: Vice Chancellor, Business Services, SOCCD  
Address: 28000 Marguerite Parkway  
City: Mission Viejo State: CA  
Postal Code: 92692  
Phone: 949-582-4664  
Email: dfitzsimons@socccd.edu

Digital Architecture

By: \_\_\_\_\_ Date: \_\_\_\_\_

Kenneth D. Blais  
President & CTO

Draft

## Schedule A

### ***Project Description***

Professional services include transition of the Saddleback College Course Catalog 2014-2015 and Irvine Valley College Course Catalog 2014-2015 into the academic catalog management system. Specific resources will be allocated at the discretion of Digital Architecture. It is estimated that the project will be 12 to 14 weeks in duration. Start dates will be scheduled upon receipt of content, and contracts. Project shall start within 4 weeks of receiving these items.

### ***South Orange County Community College District Requirements and Responsibilities***

#### **Catalog Content**

Digital Architecture will schedule this project upon execution of this Agreement. The project schedule will be reviewed by Client's Administrative Contact for the project, and confirmed during the initial project start meeting. It is assumed the Administrative Contact will make access to the items described below in a timely manner (within 5 business days). If access to the information is delayed, it may be necessary to modify the scope and/or schedule for the project.

The information required from the Client includes:

##### **1. Current Catalog**

Client will provide an electronic copy of the text of the Saddleback College Course Catalog 2014-2015 and Irvine Valley College Course Catalog 2014-2015 to Digital Architecture in PDF format. Client will also mail 4 hard-copy paper versions of the catalog to Digital Architecture prior to the scheduling of the transition project. The hard copies should be either in book form, or printed on hole-punched paper (and should not be printed in duplex format). Alternatively, Digital Architecture will submit the electronic catalogs provided to a vendor for printing and remit the cost to Client.

Client affirms that the catalogs provided are in their final form, and that the content as provided represents the reference documents that will be used to build the catalog in Acalog. However, it is fully expected that our consultants and Client may mutually agree to modify the way content is organized to optimize the display for a Web-based presentation. Requests for the addition or removal of content, or changes to wording or requirements may result in a scope modification (see below under Change Management).

#### **Administrative Contact & Responsibilities**

To ensure accurate and timely transition of all existing information, Client will provide access to one Administrative Contact, and one alternate contact. Client may have as many members on its project team as necessary, but any and all directives to the Digital Architecture Implementation Team must come from the Administrative Contact or alternate contact.

The Administrative Contact and alternate must participate in the training program. Training is a critical aspect of a successful implementation project. Because some concepts used in Acalog may be new or unfamiliar, we coordinate training and consulting with each phase of the project to

ensure Client representatives have a clear understanding of the tools and workflows that will be used to build and manage the catalog content. The training will include exercises providing participants with hands-on experience using the system. Participants must be prepared and willing to fully engage in the training program.

Both the Administrative Contact and alternate should have a thorough understanding of Client's curriculum, and must have experience using interactive Web forms (such as used in e-commerce and online banking). In order to maintain the project schedule, it is expected that the Administrative Contact or alternate will reply in a timely manner (less than 48 hours) to inquiries from Digital Architecture Implementation Team members.

## **Change Management**

Digital Architecture is committed to meeting the goals, expectations, and timelines established by Client. Our project managers will provide Client with documentation so that Client can track progress, review timelines, and plan for key reviews, consulting, or training events that require input from Client. A successful outcome for the project requires diligence in meeting deadlines both by Client and by Digital Architecture personnel.

We also recognize that it is sometimes necessary to make adjustments to schedules and project scope. In some cases, significant schedule changes required by Client, or requests for changes that are outside the scope of the project, may require additional hours, and will result in additional cost to Client. If our project managers identify scheduling issues that prevent our transition staff from moving forward on your project, or customer requests that are out of scope, we will notify you immediately and provide a written description of the scope change, and cost estimate.

Any scope changes must be approved by Client prior to being incorporated into a revised project plan and schedule, and a Purchase Order number for the cost of the modification must be provided by Client in order for the additional work to be performed.

## **Project Scope**

All catalog transition projects include a similar set of deliverables. Based on the perceived complexity of a project, or based on a request by a customer for specific extra focus or need, we recommend that a particular number of consulting hours be applied to a task. These tasks include:

- **Project Start/Content Review Consultation.** You will meet our team, confirm scheduling, and be provided with a more detailed outline of project milestones. The second phase of this meeting will include a detailed analysis of the supplied academic content and an outline of our recommendations and the options for the most effective ways to present your content in an e-catalog format.
- **Gateway Overview and Navigation.** We will work with you to define your e-catalog navigation (table of contents) and how we should best order, organize, and label front/back-of the matter. We also will begin the process of customizing your e-catalog Gateway to match the look and feel of your school's Website.
- **Hierarchy, Types and Courses Database Consulting.** We will document the functional relationship between your courses, programs, departments, and schools/colleges (if applicable), including type information, and course data points.
- **Programs and Filters Build.** We'll work with you to establish a consistent template for your programs, create your programs in the system, and suggest the most effective ways to use system filters to display your program and other content.
- **Training.** Training is completely integrated with the consultative elements of the implementation. Each area of the system and portion of the process is broken down into stages whereby training takes place and consulting related to the items covered is

conducted. This model ensures that our clients are fully informed throughout and comfortable with project as it progresses. This approach also provides opportunities for feedback, dialogue and customized training that is not typical of other training models.

- **Reviews.** You will be asked to examine our work at various milestones, to ensure our interpretation of your directives for implementation meet your expectations.
- **Activation.** By this stage, you will be fully trained, and will have given your final approval for the implementation. We will hand over control of your Acalog™ installation to you. This will be when you make your e-catalog Gateway live on your institutional Website, when you move into our standard Customer Care system, and when our team moves on to their next project.

The cost-estimate categories we associate with these tasks include:

- **Training and Consulting.** You likely will have been introduced to one of our Implementation Consultants prior to the start of the project. An Implementation Consultant will lead discussions with you that require content analysis and documentation. One of our Client Education Specialists will provide targeted training for you during the course of the project. They work in partnership with you and with the Project Manager. The number of hours assigned to this category will depend on pre-sales discussions you have had with a Senior Consultant or with your Account Executive. Please note that long distance telephone costs associated with call-in for training or consulting is the responsibility of Client.
- **Project Management.** The Project Manager leads the transition specialists and manages the overall data migration, testing, review and approval phases. The Project Manager will be your primary contact for the duration of the implementation.
- **Policy/Narrative Content Build.** This represents the time required to extract your front-of-the-book narrative content and enter it into Acalog.
- **Courses Database Build.** We will need to convert your text-based course information into distinct fields in a spreadsheet that can then be imported into system. This can be a very time consuming process, which will be reflected in the cost estimate.
- **Programs Build.** One of the significant benefits of a system like Acalog is that programs can be treated as data in the system. This creates tremendous efficiencies in management your content, but it also means we don't just cut and paste content in — we actually build your programs based on a well-defined template.

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**Project Cost – Irvine Valley College**

Item	Description	Hours/Rate	Cost
Project Management	Standard project management.	10 hours @ 75.00/hour	\$750.00
Training	Standard Web-based training will be provided for up to two hands-on participants and any number of observers.	12 hours @ \$150.00/hour	\$1,800.00
Consulting	Consulting limited to that outlined in project tasks above.	8 hours @ \$150.00/hour	\$1,200.00
Policy/Narrative Content	Creation of all narrative/policy content.	37 hours @ 75.00/hour	\$2,775.00
Courses Database Build	Identification of course data fields, creation and import of courses file(s).	32 hours @ 75.00/hour	\$2,400.00
Programs Database Build	Creation of programs template/style, Identification and construction of all programs	72 hours @ 75.00/hour	\$5,400.00
			Total Price: \$14,325.00

**Project Cost – Saddleback College**

Item	Description	Hours/Rate	Cost
Project Management	Standard project management.	10 hours @ 75.00/hour	\$750.00
Training	Standard Web-based training will be provided for up to two hands-on participants and any number of observers.	12 hours @ \$150.00/hour	\$1,800.00
Consulting	Consulting limited to that outlined in project tasks above.	8 hours @ \$150.00/hour	\$1,200.00
Policy/Narrative Content	Creation of all narrative/policy content.	25 hours @ 75.00/hour	\$1,875.00
Courses Database Build	Identification of course data fields, creation and import of courses file(s).	43 hours @ 75.00/hour	\$3,225.00
Programs Database Build	Creation of programs template/style, Identification and construction of all programs	76 hours @ 75.00/hour	\$5,700.00
			Total Price: \$14,550.00

Based on our discussions with the Client, we believe the hours allocated above will provide for an effective content transition and training. Delays, unusual requests, or scope change may require additional hours. The Project Manager will carefully monitor hours used, and will promptly notify the Administrative Contact in the event there is a possibility that allocated hours will be exceeded for any reason.

**Other Costs.** Some likely expenses are not included in the Project Cost above. Costs to be borne by the Client include its own long-distance telephone charges, possible charges for overnight shipping (if necessary), and printing (if necessary).

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## Schedule B

### Payment Schedule

The cost for professional services are indicated in the "Project Cost" section in Schedule A above. Detailed payment terms are located in Schedule C of the separate " Software License & Hosting Agreement".

Draft



## **Acalog Academic Catalog Management System (ACMS)™**

### **Software License & Hosting Agreement**

**Prepared For:**

**South Orange County  
Community College  
District**

**John Schoenborn**

Account Executive

Digital Architecture

863-709-9012 x124

jschoenborn@digarc.com

[www.digarc.com](http://www.digarc.com)



**PROPRIETARY AND CONFIDENTIAL**  
Phone: 863-709-9012 | eFax: 863-582-9558 | [www.digarc.com](http://www.digarc.com)  
[info@digarc.com](mailto:info@digarc.com) | PO Box 7791, Lakeland, FL 33807

## Aalog ACMS Software License & Hosting Agreement

This Software License & Hosting Agreement ("Agreement") is entered into between Digital Architecture, Inc., ("Digital Architecture") a Delaware corporation with its principal place of business at Lakeland, Florida, and South Orange County Community College District, ("Institution"), and will be effective as of the date signed by the Institutional Representative below ("Effective Date").

### Section 1

#### DEFINITIONS

For purposes of this Agreement, the following terms shall have the meanings indicated below:

1.1 The "Service" covered under this Software License & Hosting Agreement means, collectively, the services offered by Digital Architecture via the Aalog Publisher and/or e-catalog Gateway (as generally described in Section 2 below) and, as applicable, via such other websites as Digital Architecture may make available from time to time. The term "Service" shall be deemed to include the Publisher and/or e-catalog Gateway, but shall not include software made available to users from Third Parties through or in connection with the Publisher and/or Gateway. Ownership and rights to Source Code are retained by Digital Architecture and are not transferred pursuant to this Agreement.

1.2 "Documentation" means user guides, manuals, and materials developed for use with the Services.

1.3 "Intellectual Property Rights." The legal rights or interests evidenced by or embodied in (1) any idea, design, concept, technique, invention, discovery, or improvement, regardless of patent-ability, but including patents, patent applications, trade secrets, and know-how; (2) any work of authorship, regardless of copyright-ability, but including copyrights and any moral rights recognized by law; and (3) any other similar rights, all on a worldwide basis.

1.4 "Institution", "Client", "User", or "Users" refers to the entity named above, but does not include any other entity which is or at any time becomes a subsidiary, parent, related but separate campus, or related entity of Institution. In addition, "User" or "Users" shall also refer to any faculty member, staff member, student or prospective student who uses the Service pursuant to this Agreement.

1.5 "Institution's Representative" or "Rep" shall be an individual or any member of the Institution's staff or department which shall use or maintain the Service under this Agreement.

1.6 "Acceptable Use Policies" means the restrictions on the use of the Service and for the use of the Publisher and/or e-catalog Gateway generally, as defined in sections 3.4.2 through 3.5.4.

1.7 "Third Party" means any party other than Digital Architecture and the Institution.

1.8 "Publisher" and/or "Gateway" means the Aalog administrative and e-catalog websites(s) through which Digital Architecture delivers or provides access to the Service.

1.9 "Software" refers to all proprietary or Third Party software and/or base code that is used to provide the Service.

### Section 2

#### GENERAL DESCRIPTION OF THE SERVICE

2.1 Digital Architecture is a higher education solutions provider that hosts, implements, integrates, and supports an Internet-based Service, using the Aalog Gateway, that provides academic institutions with the ability to host and manage their online academic catalog(s). The Service includes Internet-based applications that facilitate the management and publishing of academic catalogs. The Service is comprised of two separate applications linked to a single database. The Publisher is the secure, password-protected administrative side of the system, and provides various sections and screens permitting a wide variety of tasks involved in managing academic catalogs. The Gateway is a public e-catalog portal integrated with the Institution's website, and is capable of displaying multiple, distinct academic catalogs. Digital Architecture provides the Service for a negotiated service fee (for hosting, support, and upgrades to the core ACMS™ product) that is distinct from the software license, as set forth in the Payment Schedule attached to this Agreement. Digital Architecture warrants that the Service as demonstrated to the client and described herein will be free of defects, and such defects observed by the client will be repaired or modified by Digital Architecture at its own cost.



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## Acalog ACMS Software License & Hosting Agreement

### Section 3

#### **LICENSE & OWNERSHIP RIGHTS**

3.1 Grant of License. Subject to the terms of this Agreement (including payment of applicable fees), Digital Architecture: (a) grants to Institution a limited, non-transferable, non-exclusive, perpetual Acalog license for display of up to two concurrent publication types (with unlimited archived versions), and to access and use the Service through the Publisher and one (1) e-catalog Gateway, solely to support Institution's normal course of business; provided, that, Institution may not (i) use the Service in a resale capacity, or (ii) process and/or analyze Third Party data in a commercial service bureau, timesharing, outsourcing, application service provider, or similar environment; and (b) retains all right, title, and interest in and to the Service, and in any hardware, Software Application(s), content, and other technology, data, information and materials (as applicable) supplied or otherwise made accessible by Digital Architecture in connection with the Service.

3.2 Restrictions. Institution will not, and will not permit a Third Party to (a) alter, modify, adapt, or create any derivative works of any part of the Service, including any Software Applications or any copyright, trademark, or other proprietary rights notices of any party; (b) copy, or permit a Third Party to copy any part of the Service or any of the Software Application(s), except to the minimum extent permitted by applicable United States Copyright laws; (c) reverse engineer, decompile, disassemble, or otherwise attempt to derive source code from any part of the Service including any Software Application(s); or (d) license, sell, transfer, lease, or disclose the Service including any Software Application(s). Digital Architecture hereby reserves to itself and its licensors all rights not expressly granted to Institution herein. Institution shall have no rights in or to any part of the Service except as provided in this Agreement.

3.3 Permitted Uses. Institution may permit its staff, faculty, researchers, students, and prospective students to use the Service for academic and educational purposes only. The Service may not be used for any profit-making purpose, such as, for example, the development of commercial program applications, including applications developed for Institution's own, internal use, such as administrative applications for the Institution.

#### 3.4 Institution Responsibilities.

3.4.1 Compliance with Acceptable Use Policies for the Service. Institution will comply with the Acceptable use Policies of the Service (as defined in Section 3.4.2 through 3.5.4 of this Agreement), and will require its employees, agents and contractors authorized to access the Service to do so.

3.4.2. Security of Passwords. As a registered user, Institution shall receive or establish one or more passwords and accounts. Maintaining the confidentiality and security of the passwords and accounts is solely the Institution's responsibility. Institution shall not divulge its password or account information to any Third Party. Institution is entirely responsible for all activities that occur on or through its account(s), and Institution agrees to notify Digital Architecture immediately about any unauthorized use of accounts or any breach of security of which Institution becomes aware. Institution agrees that Digital Architecture and its affiliates shall not be responsible for any losses incurred in connection with any misuse of or failure to secure passwords, nor shall Digital Architecture have any responsibility whatsoever for Institution's failure to comply with this Section.

3.4.3. Digital Architecture's Security. Institution agrees that it is prohibited from violating or attempting to violate the security of the Service, including, without limitation: (a) accessing data or materials not intended for Institution or logging into a server or account which Institution is not authorized to access, (b) attempting to probe, scan or test the vulnerability of a system or network or to breach security or authentication measures without proper authorization, (c) attempting to interfere with service to any user, host, or network, including, without limitation, via means of submitting a virus to the Service or any part of the Service, or causing the overloading, "flooding", "mail bombing" or "crashing" of any part of the Service, or (d) sending unsolicited e-mail or "spam", including promotions and/or advertising of products or services, (e) forging any TCP/IP packet header or any part of the header information in any e-mail or other posting; or (f) attempting to circumvent or alter the methods or processes Digital Architecture uses to measure time, bandwidth utilization, or other methods to account for or document "use" of the Service. Violations of system or network security may result in civil or criminal liability, and temporary or permanent suspension of Services and login privileges. Digital Architecture reserves the right to investigate occurrences which may involve such



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violations and may involve, and cooperate with, law enforcement authorities in prosecuting users who are involved in such violations.

3.5 Institution Information. With respect to any information, including but not limited to academic catalog content, files, images, or other materials, Institution provides to Digital Architecture or other users while using the Service by posting the information, or transmitting or otherwise delivering the information to the Service via the Publisher, or by email, conventional, or any other means ("Information"), the parties agree to the following provisions:

3.5.1 Use of Information. All Information posted or obtained using the Service is the sole property of the Institution. Institution has not contracted for any end user personalization features. Digital Architect shall not collect personal information about end users. Digital Architecture does not use cookies to track or gather personal information about end users.

3.5.2 Compliance with Laws. Institution may use the Service only for lawful purposes. Institution represents, warrants and agrees that its Information (a) does not and will not infringe any Third Party Intellectual Property Rights, or rights of publicity or privacy; (b) does not and will not violate or cause Digital Architecture to violate any law, statute, ordinance, or regulation (including, without limitation, those governing export control, consumer protection, unfair competition, anti-discrimination or false advertising); and (c) is not and will not be defamatory, trade libelous, obscene, unlawfully threatening, or unlawfully harassing.

3.5.3 Infringing Materials. Institution agrees not to use the Service to infringe on the Intellectual Property Rights of others, including without limitation to make copies, upload, download, or distribute intellectual property of any party without permission of the owner or in violation of law. Without limiting the foregoing, Institution may not, and by using the Service agrees not to, use the Service to: (i) transmit Information that is copyrighted, unless Institution is the copyright owner or has obtained the permission of the copyright owner to transmit it; (ii) transmit Information that reveals trade secrets, unless Institution owns them or has the permission of the owner to so transmit them; or (iii) transmit Information that infringes on any Intellectual Property Rights of others or violates the privacy or rights of publicity of others. Accordingly, Institution agrees that Digital Architecture is neither

responsible nor liable to Institution or any Third Party for any Information Institution posts, copies or modifies by Institution's use of the Service, regardless of the purpose of such posting. In addition, Digital Architecture reserves the right, upon written notice to Institution, to remove or disable access to any Information that actually or allegedly violates any law or regulation or actually or allegedly infringes on Third Party copyright or other Intellectual Property Rights. Digital Architecture shall in no event be liable for the good faith removal of or disabling of access to any such Information under this Section. It is the policy of Digital Architecture to suspend or terminate the access and other rights of any party who repeatedly violates this provision. If Institution believes that its Information has been copied in a way that constitutes copyright infringement, please send an e-mail to your designated Digital Architecture representative for notices of infringement.

3.5.4 No Viruses or Disabling Codes. Institution agrees that, without limiting the scope of any other term of this Agreement, it shall not knowingly transmit via its account or the Service any material that contains viruses, Trojan horses, worms, time bombs, cancelbots or other computer programming routines or engines that can reasonably be expected to damage, destroy, disrupt or otherwise impair a computer's functionality or the operation of Digital Architecture's (or anyone else's) Services, detrimentally interfere with, surreptitiously intercept or expropriate any system, data or information, or transmit any materials that otherwise violate Digital Architecture's rules or policies.

3.5.5 Limited Content Display License. In order to enable Digital Architecture to provide the Service without violating any rights Institution has in its Information, Institution hereby grants Digital Architecture a non-exclusive, worldwide, perpetual, irrevocable, royalty-free, right and license to copy, display, distribute, transmit, and otherwise use the Information for performance of the Services described herein only.

3.5.6 Application Programming Interface ("Acalog API" or "API"). Access to and provision of the API is subject to the API Rules and Conditions as set forth in Schedule E of this Agreement. Digital Architecture may, at its sole discretion, temporarily or permanently disable access to the API for failure to adhere to the API Rules and Conditions.



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### Section 4

#### WARRANTIES

4.1 Warranties. Digital Architecture warrants that during the Term (i) the Service shall perform materially substantially in accordance with the Documentation; and (ii) the functionality of the Service will not be materially or substantially decreased during the Term and shall meet the service levels set forth in the Service Level Specifications. Digital Architecture warrants that during the Term of this Agreement installers and/or executables made available by Digital Architecture to the Institution are free from defects in material and workmanship. Digital Architecture further warrants that during the Term of the Agreement the Software shall operate materially and substantially in accordance with the functional specifications in the Documentation under normal, proper and intended usage and that the Software does not contain any malicious code, computer worms, viruses or other harmful code or disabling device or any unlawful, discriminatory, libelous, harmful, obscene or otherwise objectionable material of any kind. Digital Architecture further warrants that (a) Digital Architecture has the right to possess, use and license the Service to Institution for the purposes contemplated herein and stated in the Documentation and (b) that to Digital Architecture's knowledge, the Service does not infringe any copyright, trademark or trade secret of any third party; provided, however, that notwithstanding any other terms of this Agreement to the contrary, Digital Architecture shall have no obligation to Institution with respect to any claim that arises from any modification of the Service by Institution or any third party not authorized by Digital Architecture. Digital Architecture makes no warranties with regard to the Service beyond what is expressly stated in this document and the attached and incorporated Schedules.

4.2 No Infringement. The Services will not infringe the rights of any third party. Notwithstanding the foregoing, Digital Architecture shall not have any liability to Institution under this section if the infringement or claim is based upon the Services after they have been modified or altered by Institution or other User. No cost or expenses shall be incurred for the account of Digital Architecture without the prior written consent of Digital Architecture.

### Section 5

#### LIABILITY LIMITATION

##### 5.1 Reserved.

5.2 Indemnification. Digital Architecture will indemnify, hold harmless and defend Institution, its officers, directors, employees, parent companies, subsidiaries and agents from and against any and all claims, damages, costs and expenses, including attorney's fees and litigation costs arising from Digital Architecture's breach of any obligations or duties relating to this Agreement and from any claim by a third party that any of Digital Architecture's services or deliverables infringe the intellectual property rights of another. Digital Architecture agrees to and does hereby indemnify, hold harmless and defend Institution and its Board of Trustees, officers, employees and agents from every claim or demand made and every liability, loss, damage or expense (including attorneys' fees), of any nature whatsoever ("Damages"), which may be incurred by reason of any injury to or death of any person(s), or damage to or loss of any property or any and all other 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, caused by any act, neglect, default, or omission of the Digital Architecture, or any person, firm or corporation employed by the Digital Architecture, either directly or by independent contract, arising out of, or related to, the services covered by this Agreement, whether said Damages occur either on or off Customer's property, except for liability for Damages which result from the sole negligence or willful misconduct of Customer or its officers, employees or agents. This indemnification obligation shall survive the termination of this Agreement.

5.3 Force Majeure. Neither party shall be liable to the other or be deemed to be in breach of this Agreement for any failure or delay in rendering performance arising out of causes beyond its reasonable control and without its fault or negligence. Such cases may include, but are not limited to, acts of God or of a public enemy, fires, flood, epidemics, strikes, embargoes, hurricanes, named or numbered tropical weather systems, or unusually severe weather. Dates or time of performance shall be extended to the extent of delays excused by this section provided that the party whose performance is affected notifies the other promptly of the existence and nature of such delay.



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### Section 6

#### **SECURITY & ACCESS TO THE SERVICE**

6.1 Digital Architecture shall keep Client's information secure, and the Service available on a 24-hour-a day, 7-day-a-week basis, subject to scheduled downtime for maintenance purposes, unscheduled maintenance, and system outages. The parties acknowledge that, since the Internet is neither owned nor controlled by any particular entity, Digital Architecture can make no guarantee that any given User will be able to access the Service at any given time. There are also no assurances that access and Service will be available at all times or be uninterrupted, and Digital Architecture shall not be liable to the Institution for failure of accessibility to the Service, due to failures of the Internet or for other causes beyond Digital Architecture's reasonable control, when verified that the cause of the failure of accessibility is verified to be caused by a third party and not Digital Architecture. Please see Schedule A of this Agreement for service level guarantees provided by Digital Architecture.

### Section 7

#### **TERM OF SERVICE**

7.1 Agreement Term. This Agreement commences as of the Effective Date as indicated above. Client agrees to be subject to this Agreement (including payment of applicable fees) for the initial term ("Initial Term") indicated in the Payment Schedule. The parties may mutually agree in writing to extend the term in one (1) year increments. Notwithstanding the foregoing, in no event shall the term of this Agreement, or any Order Form, extend beyond that date which is five (5) years from the Effective Date of this Agreement. (The Initial Term and any Additional Terms collectively constitute the "Term".)

7.2. Termination. Either party may terminate this Agreement upon written notice to the other party if the other party materially breaches any obligation and fails to cure such breach within thirty (30) days after receiving notice; provided, however, that, (a) for any noncompliance with this Agreement, or Acceptable Use Policies, Notwithstanding anything to the contrary in this Agreement, either party shall have the right to immediately terminate this Agreement in the event the other party: (a) terminates or suspends its

business; (b) becomes subject to any bankruptcy or insolvency proceeding under United States Federal or state statute that is not cured within sixty (60) days; (c) becomes insolvent or becomes subject to direct control by a trustee, receiver or similar authority; or (d) has wound up liquidated, voluntarily or otherwise ceased to conduct its business in the normal course.

7.3 Upon Termination. Upon termination or expiration of this Agreement, Client shall within thirty (30) days pay all amounts due to Digital Architecture as of the date of termination or expiration, and immediately cease all use of the Service. Within ten (10) days after termination, Client shall return to Digital Architecture all tangible portions of the Service and all Confidential Information in its possession or control. Upon termination, cancellation, expiration or other conclusion of the Agreement, Digital Architecture shall return all Institution Data to Institution in a format accessible and usable by Institution, or if return is not feasible as determined by Institution in written notice to Digital Architecture, destroy any and all Institution Data. Digital Architecture shall cooperate with Institution to provide access to Institution Data, and Digital Architecture shall not limit access or remove Institution Data, during the termination process. Any and all provisions, promises and warranties contained herein which by their nature or effect are required or intended to be observed, kept or performed after termination of this Agreement, will survive the termination or expiration of this Agreement and remain binding upon and for the benefit of the parties hereto.

### Section 8

#### **MISCELLANEOUS**

8.1 Publicity. The parties shall have the right to disclose that they have entered into this license agreement and that the Institution provides the Service to its researchers, staff, and students. Pursuant to Education Code section 71025, Digital Architecture shall not, without the express written permission of the Board of Governors of the California Community Colleges or authorized agent, use the name, or any abbreviation of it, or any name of which these words are a part in any of the following ways to imply, indicate or otherwise suggest that any organization, or any product or service of that organization, is connected or affiliated with, or is endorsed, favored or supported by, or is opposed by one or more California



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## Acalog ACMS Software License & Hosting Agreement

Community Colleges, the Board of Governors of the California Community Colleges, or the office of the Chancellor of the California Community Colleges.

### 8.2 Reserved.

8.3 All notices shall be in English and in writing and personally delivered or sent by U.S. mail to the other party at its address set forth in the signature blocks, below. The date of personal delivery or the date of mailing, as the case may be, shall be deemed to be the date on which such notice is given.

8.4 All rights and remedies of either party shall be cumulative and may be exercised singularly or concurrently. The failure of either party, in any one or more instances, to enforce any of the terms of this Agreement shall not be construed as a waiver of future enforcement of that or any other term.

8.5 If any provision of this Agreement shall for any reason be held illegal or unenforceable, such provision shall be deemed separable from the remaining provisions of this Agreement and shall in no way affect or impair the validity or enforceability of the remaining provisions of this Agreement. Digital Architecture shall not be liable for failure to fulfill any of its obligations under this Agreement due to causes beyond its control.

8.6 Disputes. Any dispute relating to the terms, interpretation or performance of this Agreement (other than claims for preliminary injunctive relief or other pre-judgment remedies) shall be resolved through binding arbitration in accordance with the American Arbitration Association Rules for Commercial Arbitration.

8.7 Governing Law; Jurisdiction. This Agreement shall be governed and interpreted in accordance with the substantive law of the State of California, with venue in Orange County, California.

8.8 Non-Discrimination. Digital Architecture shall not discriminate and shall comply with applicable laws and Institution policies prohibiting discrimination on the basis of race, color, religion,

sex, sexual orientation, national origin or citizenship status, age, disability or veteran status.

### 8.9 Reserved.

8.10 Independent Contractor. Digital Architecture, its employees and subcontractors, if any, is/are independent contractors for whom no Federal or State Income Tax will be deducted by the Institution, and for whom no retirement benefits, social security benefits, group health or life insurance, vacation and sick leave, Worker's Compensation and similar benefits available to Institution's employees will accrue. Digital Architecture will be responsible for compliance with all applicable laws, rules and regulations involving, but not limited to, employment, labor, Workers Compensation, hours of work, working conditions, payment of wages, and payment of taxes, such as unemployment, social security and other payroll taxes, including other applicable contributions from such persons when required by law.

8.11 Discontinuity of Operations. Should Digital Architecture discontinue support of the Acalog hosting Service for any reason, the company will ensure a transition period for the customer, during which we will create a flat-file HTML version of the e-catalog Gateway (that does not require the Acalog software or database in order to function), which may be installed on the customer's own web servers to ensure that all current and archived catalogs remain available.

8.12 Counterparts. The parties may execute more than one counterpart of this Agreement hereto, and each fully executed counterpart shall be deemed an original.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed under seal and delivered as of the date signed by the institutional representative below.



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**Acalog™ ACMS™**  
**Software License & Hosting Agreement**

South Orange County Community College District Institutional Representative

By: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: Debra L. Fitzsimons

Title: Vice Chancellor of Business Services

Digital Architecture

By: \_\_\_\_\_ Date: \_\_\_\_\_

Kenneth D. Blais  
President & CTO



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# Acalog ACMS

## Software License & Hosting Agreement

### Schedule A

#### Service Level Specifications

The Acalog ACMS (Academic Catalog Management System™) Service is accessible via a hosted website maintained by Digital Architecture.

<b>Hosted Application Services — Service Level Specifications</b>	
<b>Service</b>	<b>Provision</b>
<b>Network Services</b>	
Uptime	99.99 % <sup>1</sup>
Data Transfer	10 GB / month (each additional 10GB @ \$100 / month)
Disk Space	10 GB (each additional GB @ \$10 / month)
Monitoring	24-hour ICMP monitoring
<b>Software</b>	
Acalog ACMS	Gateway (e-catalog portal)
	Publisher (secure administrative website)
Web Statistics	Google Analytics or similar tag-based system supported.
System Upgrades	Automatic to core product.
<b>Security and Backup</b>	
Firewall	Managed by Digital Architecture.
Backup	Full backup every night, moved off-site to optical media each week.
Required SSL Certificate (for Publisher Security)	Free use of a "wildcard" certificate paid for and maintained by Digital Architecture (name.acalogadmin.com)
<b>Support Services</b>	
Standard Support Services	E-mail (@ no additional cost, with emergency phone escalation )
Other Support	Per phone event (@ \$30 /quarter hour [15 min.] )

<sup>1</sup> Our commercial hosting provider guarantees 100% uptime of Internet connectivity to their redundant backbone and for hardware services. While we do not expect problems, we stand behind our service by promising to refund 50% of your monthly hosting fee for a network service outage for your Gateway that causes our system to be unreachable for a time period that exceeds 30 continuous minutes. After an additional 30 minutes in the same month, we will refund another 50%, for a total of 100% of your monthly fee. (Refund not to exceed one-month credit in any one month. Clients must provide notice of perceived outage within 24 hours to obtain refund. Digital Architecture must be able to demonstrate outage was not a result of problems within its hosted environment in order for refund not to apply. Outages associated with a customer's local network, or elsewhere on the Internet are beyond our control, and do not qualify for a refund of service fees.)

We plan on scheduled database maintenance totaling no more than 1 hour per month for the purposes of upgrading and improving our software. Sometimes an upgrade requires a server reboot, which may remove a site from service for up to 10 minutes. Your technical contact will be notified in advance of scheduled reboots. Other maintenance may require that the database be restarted, in which case your Gateway and Publisher will display a database maintenance message.



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## Acalog ACMS Software License & Hosting Agreement

### Schedule B

#### Support

##### Getting Started

Our technical team will set up your Gateway and Publisher websites as part of the initial installation.

The Publisher website includes detailed HELP screens to provide comprehensive support for learning how to manage your catalog(s) using the Acalog ACMS. Training will be provided as specified in the Professional Services Agreement.

##### Ongoing and Emergency Support

The Acalog hosting, support and upgrade program includes unlimited email support. Emergency phone escalation support is available and you will be provided with an emergency support telephone contact number. During the first 30 days after your Acalog system is activated, you will have unlimited free phone support. After 30 days, emergency phone escalation support is limited to no more than one call per week with a total continuous time of 30 minutes.

Additional phone support, or phone support beyond the emergency phone escalation support, will be billed at \$30 per quarter hour, with the start of each new quarter hour constituting a full quarter hour.

The telephone number for you to call for support is: 863-709-9012 ext. 202.

##### Additional Support & Professional Services

Many institutions are interested in Professional Services to maximize their catalog functionality and content. After an initial consultation to determine your school's specific needs, we can provide proposals to offer additional support.

##### Professional Services

Service	Rate
Consulting:	\$150/hour
Training:	\$150/hour (plus materials, travel, etc.)
HTML/CSS:	\$75/hour
Custom Programming:	\$125/hour
Phone Support:	\$30/.25 hour



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# Acalog ACMS Software License & Hosting Agreement

## Schedule C

### Payment Schedule

Software License & Hosting	
Initial License (based on FTE* of 14,056 (SC) and 8,402 (IVC))	\$81,866.00
Yearly Hosting, Support & Upgrades Saddleback College	\$15,443.00
Yearly Hosting, Support & Upgrades Irvine Valley College	<u>\$9,672.00</u>
<b>Software License &amp; Hosting Sub-Total</b>	<b>\$106,981.00</b>
Professional Services	
Catalog Transition Saddleback College (See Professional Services Agreement)	\$14,550.00
Catalog Transition Irvine Valley College (See Professional Services Agreement)	<u>\$14,325.00</u>
<b>Contract Total</b>	<b><u>\$135,856.00</u></b>

\*FTE equals 12-month averaged full-time equivalent enrollment based on IPEDS reporting.

### SOCCCD Payment Schedule

#### Software License & Hosting Agreement

**Term** The initial term of this agreement is for one (1) year, commencing on the date the agreement is signed by the Institution's representative ("Effective Date").

**First Invoice – Payable upon acceptance by Institution of successfully installed and implemented Software.**

\$81,866.00 License fee  
\$25,115.00 Hosting and Support  
\$28,875.00 Professional Services – Catalog Transition  
**\$135,856.00 Total**

+ PO number, if required by Institution, to be provided within 3 business days of contract execution.  
Payment is due within thirty (30) days of receipt of invoice.

**Subsequent Years (if renewed) – payment due on or before the anniversary of the execution of the original contract**

\$25,115.00 Hosting and Support  
**\$25,115.00 Total**

\* Hosting fees are subject to modification on renewal based on: 1) an increase in the institution's FTE count; and 2) an increase in the consumer price index as published by the U.S. Bureau of Labor Standards (<http://www.bls.gov/cpi/>) for CPI-U (All Items, not seasonally adjusted) for the 12-month period prior to the



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renewal date.

### Schedule D



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## Acalog ACMS Software License & Hosting Agreement

### Schedule E

#### API RULES AND CONDITIONS

This Schedule sets forth the terms on which Digital Architecture makes the Acalog API (as defined below) available for use by approved licensees of the Acalog ACMS.

##### Acalog API

The Acalog API provides the Institution with the ability to search and retrieve structured (XML formatted) public and private academic catalog content from the Acalog ACMS in order to build external services ("Applications") that rely on catalog content stored in Acalog.

The API is provided as an XML-based read-only Web service, which is secured by use of either a private or public key, which may be generated and obtained from workflow in the Acalog Publisher. The private key permits access to all catalog content, including content that may otherwise be set to a status of "inactive" or "not published". The public key limits access to content that is published and available through the Institution's Acalog e-catalog Gateway.

##### Rules and Conditions

1. Institution may use the Acalog API to develop Applications to search, retrieve, view, and display catalog content anywhere within its institutional website, and only under Institution's \*.edu domain. Institution is entirely responsible for the development of said Applications; and for security, maintenance, troubleshooting, performance, availability, usability, function, form, and applicability of use. API documentation will be provided.
2. Institution may permit its staff, faculty, researchers, students, and prospective students to use the Applications developed using the API for academic and educational purposes only.
3. Institution may use the API to develop Applications to integrate catalog content from Acalog with other campus systems, but may not provide API documentation ("Documentation"), or public or private API keys, to any third-party without the express written consent of Digital Architecture.
4. Digital Architecture shall have the right to use and adapt Institution's public catalog content available through the API in order to provide enhanced services to the Institution.
5. Requests to the API by the Institution's Applications should not exceed 150 per hour. This rate limit is put into place to prevent excessive use of the API. Best practices should be observed to avoid exceeding this limit. They are as follows:
  - a. Caching. Store API responses in your Application or on your website if you expect high-volume usage. For example, avoid calling the API on every page load of your website. Instead, call the API infrequently, cache the response on your end, and display the local version on page loads.



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- b. Prioritize and limit highly interactive hits. For example if you have a custom search that utilizes the API, implement your own limits such as total number of searches allowed by IP or preventing the user from performing a search more than once every 10 seconds. Caching search results is also a good idea.
6. You may apply to have the rate limit referenced above increased, by which your Application will be "whitelisted". Depending on use, the Institution may be required to pay an additional maintenance fee as compensation for additional bandwidth or system resources associated with use of the API beyond the rate limit. A request for whitelisting must be submitted via the Acalog Publisher Support module, and should include the following:
  - a. Describe your application in detail:
  - b. Will you be developing this in-house or is this for an external project:
  - c. Approximate number of hits per hour to the API:
  - d. Contact information for the project manager and lead developer for this application:
7. You may apply for permission to provide your public key to a third-party for use outside of your \*.edu domain. Such use may not violate the terms of this Schedule, or of the Software License and Hosting Agreement. The third-party may be required to execute a confidentiality agreement related to use of the API and related documentation. Depending on use, third-party or the Institution may be required to pay an additional maintenance fee as compensation for additional bandwidth or system resources associated with use of the API. A request for such use must be submitted via the Acalog Publisher Support module, and should include the following:
  - a. Business name and address of third-party:
  - b. Planned use of the API by the third-party:
  - c. Approximate number of hits per hour to the API:
  - d. Contact information for business and technical representatives of the third-party:
8. Institution may not separately extract and provide or otherwise use data elements from the API to enhance the data files of third parties.
9. Institution further agrees not to otherwise reproduce, modify, distribute, decompile, disassemble or reverse engineer any portion of the API or API documentation.
10. If Institution becomes aware that any user of the API or Institution-developed Applications under the control of the Institution is in material breach of these API Rules and Conditions, Institution agrees to notify Digital Architecture promptly of such breach by e-mail to support@digarc.com, and to take prompt corrective action at its expense to remedy such breach.
11. Digital Architecture reserves the right, at its sole discretion, to disable use of and access to the API for failure to follow these Rules and Conditions. Digital Architecture will, however, make a good-faith attempt to provide notice of breach, and provide reasonable time for correction prior to taking action to disable access to the API.



**PROPRIETARY AND CONFIDENTIAL**  
Phone: 863-709-9012 | eFax: 863-582-9558 | www.digarc.com  
info@digarc.com | PO Box 7791, Lakeland, FL 33807

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

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**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.

## SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

### SADDLEBACK COLLEGE

<b><i>Presentation Date</i></b>	<b><i>Faculty Member Course Title/Activity</i></b>	<b><i>Speaker Name</i></b>	<b><i>Topic</i></b>	<b><i>General Fund Honorarium/Travel</i></b>
Oct. 7, 2014	A. Wegenek/PSYC Speaker Series 2014-2015	Ashley McAdams, PhD	School Psychologists both in Research and Practice	ASG, \$300 honorarium
Oct. 21, 2014	A. Cubbage/WGSAC Speakers Series	Mike Messner, USC	Some Men: From Violence to Anti-Violence	\$700/WGSAC funds from ASG
Oct. 28, 2014	A. Wegenek/PSYC Speaker Series 2014-2015	Caitlin Cavanagh, PhD	Youth and the Juvenile Justice System	ASG, \$300 honorarium
Nov. 18, 2014	A. Wegenek/PSYC Speaker Series 2014-2015	Karen Wu, PhD	Interracial Dating and Perceived Attractiveness	ASG, \$300 honorarium
Nov. 25, 2014	A. Wegenek/PSYC Speaker Series 2014-2015	Janice Phung, PhD	Infant Memory Research	ASG, \$300 honorarium
Jan. 23, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Marissa Roth	Local and International Photojournalism	\$100
Jan. 30, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Dr. David Levey	FDA and Pharmacology	\$100
Feb. 6, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Judge Jim Gray	Legal History and Case Law of Drug Legalization	\$100
Feb. 20, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Jackie Rogers	Life in Iran and Islam	\$100
Mar. 13, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Dr. Stanley Golub	UCI Stem Cell Research Center	\$100
Mar. 20, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Charles Belk	Criminal Justice System and Unlawful Detainment	\$100

Apr. 3, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Timoth Vargish	World War II History	\$100
Apr. 17, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Calvin Dellefield	Education in California	\$100
May 8, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Dr. David Mills	Observable History	\$100
May 15, 2015	Rob Henry/HUM 204X Modern World Culture: 1700-Present (EI) Ticket #20025	Nicole Hartshorn	Art/Photography	\$100

**IRVINE VALLEY COLLEGE**

<b><i>Presentation Date</i></b>	<b><i>Faculty Member Course Title/Activity</i></b>	<b><i>Speaker Name</i></b>	<b><i>Topic</i></b>	<b><i>General Fund Honorarium/Travel</i></b>
Nov. 8, 2014	Stephen Rochford and Iman Khosrowpour; MUS 50 and 53	Stephen Miahky from Vanderbilt University	A Violin Master Class for IVC Music majors and invited feeder high school students	\$250, IMA Budget

**TO:** Board of Trustees**FROM:** Gary L. Poertner, Chancellor**RE:** Saddleback College: Approval of Study Abroad Program to São Paulo, Brazil and Contract with Automobile Club of Southern California**ACTION:** Approval

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**BACKGROUND**

Saddleback College is committed to providing high quality education and a full range of cultural and scientific educational activities for students. In the past, the College has occasionally offered similar courses, which have been conducted in many countries of the world by expert faculty who provide academic course work in conjunction with cultural travel experiences. Study abroad programs are authorized under Education Code 72640.

**STATUS**

The Mathematics, Science and Engineering Division at Saddleback College propose to offer a study abroad program: Biological Studies in São Paulo and Ilhabela, Brazil during the summer 2015 semester from June 14 - 25, 2015. The program will be organized and arranged by the Automobile Club of Southern California (AAA) for a fee of \$2599.00 per student at a cost of \$236.27 per day per student, for 20 to 25 students. Saddleback College solicited four bids for this program from Intelligent Travel Solutions, Hemisphere Educational Travel (Schaumburg, IL), CIEE (Portland, ME) and The Automobile Club of Southern California. The Automobile Club of Southern California is the only vendor that met all of the required specifications.

The details of the program are summarized in the EXHIBIT A (Narrative) and the Study Abroad Program Information Summary in EXHIBIT B. The contract between SOCCCD and Automobile Club of Southern California is provided in lieu of the district Educational Tour/Field Study Contractor agreement and is in the EXHIBIT C. This contract includes evidence of liability insurance of not less than \$5,000,000 and the detailed itinerary. The U.S. Department of State has no travel warnings for Brazil (EXHIBIT D). Financial Aid opportunities will be provided through the Office of Financial Aid for those students who qualify. There is no impact to the General Fund.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the Saddleback College study abroad program: Biological Studies in São Paulo and Ilhabela, Brazil in June of 2015 as summarized in EXHIBIT B, and approves the execution of the Group Travel Agreement with Automobile Club of Southern California (EXHIBIT C) who will coordinate all travel arrangements for the trip.



### Program Narrative

This program is an eleven-day field study of the coastal and island ecosystems of São Paulo region of Brazil. This program will be taught by three Saddleback College faculty members, Drs. Marcelo Pires and Tony Huntley and Prof. Bruno Passarelli. Logistical support will be handled through the Southern California Automobile Club (AAA).

Course credit will be gained for three Saddleback College Biology courses: BIO 230 Coastal Ecosystems (1 unit), BIO 231 Island Ecosystems (1 unit), and BIO 49 Research in Biology and Biochemistry (1.5 units). Students in this course will investigate the fundamental ecology of these regions, including concepts such as abiotic factors, biotic factors, food chains, food webs, energy flow, nutrient cycling, population growth, and population interactions. In additions, students will conduct a group research project, collect data, analyze data and upon return from Brazil, will attend a follow up meeting where the results of the project will be presented.

At the end of this course students in this course will be able to:

- Identify the most common island habitats studied during the field course.
- Identify and measure physical factors that most influence each ecosystem visited during the field course
- Use plant and animal keys to identify organisms found during the field course
- Name the dominant plants and animals of each locale visited
- Describe specific adaptations of selected organisms that allow organisms found during field course to survive in their habitats; and assess how each adaptation improves species survival
- Assess positive and negative impacts of humans on the habitats studied
- Understand how testable scientific hypotheses are generated
- Analyze and interpret field data collected during the course
- Accurately record field data using an acceptable format
- Present the results of a testable hypothesis in a formal setting

This program will be run from June 14 through 25 2014 in São Paulo and Ilhabela, Brazil. During this course students will visit Parque Fazenda do Carmo and Instituto Butantan in São Paulo. At Ilhabela they will visit the historic center, Cabras Island Scenic View Point, Pedras Miudas Beach, Curral Beach, Toca Waterfall Jabaquara Beach, Fome Beach and Gato Waterfall. Finally students will visit the colonial city of Paraty and Ubatuba.

## STUDY ABROAD PROGRAM INFORMATION SUMMARY

[illegible]



Other:							
<b>3. COURSE(S) OFFERED AT PROGRAM SITE</b>							
<b>Course No.:</b>	<b>Course Title:</b>	<b>No. of Units</b>					
BIO 231	BIOLOGY FIELD STUDIES: ISLAND ECOSYSTEMS	1					
BIO 230	BIOLOGY FIELD STUDIES: COASTAL ECOSYSTEMS	1					
BIO 49	RESEARCH IN BIOLOGY AND BIOCHEMISRTY A	1.5					
<b>4. STUDENTS</b>							
Minimum number of students required to make program:		18					
Minimum number of units:							
Maximum number of units:							
If this is a repeat program site, what is the average number of units taken per student?		na					
Other							
<b>5. COSTS</b>							
Student:							
Contracted cost per student:		\$ 3900					
Average cost per day: (It costs approximately \$13,000 per year for a student to reside in South Orange County and attend SOCCCD.)		\$ 325					
College:							
Additional costs to the District?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>					
If Yes Explain:							
Cost of substitute pay if instruction is also receiving salary for courses at IVC and/or SC during the same period of time.		\$					
Other Costs		\$					
<b>6. OTHER ACTIVITIES NOT PART OF THE COURSE(S) (ATTACHMENTS)</b>							
<b>7. TYPICAL WEEKLY SCHEDULE OF INSTRUCTIONAL/ACTIVITIES</b>							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
8 a.m.	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast	Breakfast
9 a.m.	Lecture	Lecture	Lecture	Lecture	Lecture	Lecture	Lecture
10a.m.	Lecture	Lecture	Lecture	Lecture	Lecture	Lecture	Lecture
11a.m.	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies
12 Noon	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch	Lunch
1 p.m.	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies
2 p.m.	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies
3 p.m.	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies
4 p.m.	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies	Field Studies
5 p.m.							
6 p.m.	Lecture	Lecture	Lecture	Lecture	Lecture	Lecture	Lecture
7 p.m.	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner	Dinner
8 p.m.							
9 p.m.							
10 p.m.							
Exceptions to weekly schedule:							
<b>8. ATTACHMENTS</b>							
1. Course Outline							
2. Course Syllabus							
3. Contract Provider							


9. REQUIRED SIGNATURES

  
Lead Faculty Member

9 OCT 14  
Date

  
Department Chair

9 OCT 14  
Date

  
Division/School Dean

10/9/14  
Date

\_\_\_\_\_  
Vice President, Instruction

\_\_\_\_\_  
Date

\_\_\_\_\_  
College President

\_\_\_\_\_  
Date

This Group Travel Agreement ("Agreement") is entered between **Automobile Club of Southern California** ("AUTO CLUB"), located at 3333 Fairview Road, Costa Mesa, California 92626 and **South Orange County Community College District** ("DISTRICT") located 28000 Marguerite Parkway, Mission Viejo, California 92692, and is in reference to the purchase by DISTRICT of a group travel package for Field Studies in San Paolo, Brazil, June 2015 ("**2015 Field Studies Brazil**"). AUTO CLUB agrees to hold the space as indicated in this Agreement on a tentative basis until \_\_\_\_\_, 2014. If AUTO CLUB does not receive a fully executed Agreement, along with any required deposit by this date, all space will be released and this Agreement will be considered cancelled without any liability.

Federal law requires that all travelers entering or re-entering the United States, from **any** international country (now including Mexico, Canada, parts of the Caribbean, Costa Rica, Panama, and Bermuda) must present a government-issued passport to clear U.S. Customs.

SEE "EXHIBIT A" FOR TOUR INCLUSIONS AND PRICING.

#### **BUSINESS TERMS AND CONDITIONS**

- DISTRICT shall arrange for and provide all instructional services, including but not limited to appropriate course announcements, course descriptions and registration prerequisites, student selection and registration, pre-trip student orientation, lectures (staff and guest), student supervision, instruction by Trip Instructor and evaluation for said Educational Tour/Field Study Trip.
- AUTO CLUB shall arrange for and provide all transportation and lodging for the Educational Tour/Field Study Trip, the details of which AUTO CLUB shall specify on the Exhibit to this Agreement labeled "Exhibit A." Said Exhibit shall be prepared by AUTO CLUB and submitted to DISTRICT for written approval and acceptance by DISTRICT as part of this Agreement. In the event of a conflict between the terms and conditions of any of the Travel Itinerary set forth in Exhibit A and the terms and conditions set forth in this Agreement, the General Terms and Conditions set forth in this Agreement shall prevail.
- AUTO CLUB may prepare and provide at its own expense additional promotional material, which material must have the written approval of the DISTRICT administrator responsible for the activity before publication and distribution to the participants of the Educational Tour/Field Study Trip. Such material shall prominently display the statement: "Instructional Activities provided by Saddleback College or Irvine Valley College." All travel arrangements are the responsibility of AUTO CLUB."
- All payments by Educational Tour/Field Study Trip participants for travel services shall be made directly to AUTO CLUB. All checks drawn by Educational Tour/Field Study Trip participants shall be made to the order of AUTO CLUB'S firm name or to such other name as AUTO CLUB may direct in writing.
- AUTO CLUB shall manage all charges collected from Educational Tour/Field Study Trip participants in accordance with applicable Federal and State laws and regulations and the requirements of this Agreement. Any and all funds received by AUTO CLUB shall be held in trust for the benefit of the Educational Tour/Field Study Trip. AUTO CLUB shall account in detail to the DISTRICT the total cost to each participant of each Educational Tour/Field Study Trip.

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- AUTO CLUB shall provide to DISTRICT a detailed itemization of all costs and expenses for each Educational Tour/Field Study Trip. Trip costs and expenses shall include but are not limited to details regarding the extent of free transportation, per diem allowance, incidental support, any direct payment to or prerequisites intended by AUTO CLUB for Trip Instructor. Disclosure of these costs and expenses for each Educational Tour/Field Study Trip shall be labeled "Exhibit A." Cost figures so disclosed will not be changed, except that costs quoted may be based on tariffs and foreign exchange rates in effect at the time of the quote and may be subject to change without amendment to this Agreement if the possibility of such changes has been disclosed in advance and in writing by AUTO CLUB to the DISTRICT and each participant in the Educational Tour/Field Study Trip. In the event an Educational Tour/Field Study Trip is for any reason cancelled prior to the time of its scheduled departure, AUTO CLUB shall refund in full within (10) ten days, any payments received from Educational Tour/Field Study Trip participants provided, however, that if any Educational Tour/Field Study Trip participants cancel after the date specified for final payment for participation in a particular Educational Tour/Field Study Trip AUTO CLUB shall refund payments within (10) ten days to said Educational Tour/Field Study Trip participants minus any non-recoverable charges or expenses incurred by AUTO CLUB in connection with its provision of travel services for those participants.
  - RESTRICTION ON TRIP PARTICIPATION – All Educational Tour/Field Study Trip participants shall be registered in the course related to the Educational Tour Field Study. Though registration is open to the public, some individuals may be denied admission on the basis of academic prerequisites or other constraints. AUTO CLUB SHALL NOT MAKE THE TOUR PACKAGE AVAILABLE TO INDIVIDUALS WHO ARE NOT STUDENTS OF DISTRICT EXCEPT UNDER CONDITIONS ACCEPTED BY THE DISTRICT IN WRITING AND MADE A PART OF THIS AGREEMENT. IN THE EVENT PERSONS WHO ARE NOT DISTRICT STUDENTS SHALL PARTICIPATE IN AN EDUCATIONAL TOUR/FIELD STUDY TRIP WITHOUT DISTRICT PERMISSION, THE AUTO CLUB HEREBY ASSUMES ALL LIABILITY, AS DEFINED IN THIS AGREEMENT, FOR SUCH NON-STUDENT PARTICIPATION." Prior to the departure of any Educational Tour/Field Study Trip, AUTO CLUB shall provide the DISTRICT at the address set forth below with a roster of all Educational Tour/Field Study Trip participants, showing name, address, emergency contact and address, along with the same information for any other persons the DISTRICT has agreed in writing to allow participation in the Educational Tour/Field Study Trip.
  - EDUCATIONAL TOUR/FIELD STUDY CORRESPONDENCE AUTO CLUB shall forward a copy of all correspondence between the AUTO CLUB and any Trip/Instructor/Presenter/Guide of the DISTRICT at the address set forth below.
  - Room standards and all hotel facilities are the sole responsibility of the AUTO CLUB preferred and approved contracted vendor.
  - There will be no refunds for no-shows or early checkouts.
  - If payment and/or reviews are not received by the review dates outlined in Exhibit A, AUTO CLUB reserves the right to cancel space at any time thereafter upon written notice. All applicable penalties will be charged.
  - Payments received within fourteen (14) days prior to departure can only be made by cashier's check or money order.

- 
- AUTO CLUB reserves the right to substitute carriers at its sole discretion, at no additional expense to the passenger.
  - New Department of Homeland Security and TSA policies require the full legal name (first, middle & last), birth date and gender, (including infant lap children) as stated on the passenger's legal form of identification, be provided at the time an air reservation is made with the Air Carrier. Group Block Air will require this information once names are due to the Carrier. Retail, Published, FIT Air will require this information at time of booking.
  - Once names are submitted to AUTO CLUB, name changes are not allowed. A new ticket will need to be purchased (based on availability) for name/passenger Information change requests.
  - Seat assignments are not guaranteed cannot be requested until names are received, and may be lost in event of airline rescheduling.
  - For the purpose of penalties, any deviation to the blocked space may be considered a cancellation.
  - In the event the group does not meet the minimum number of passengers/rooms/cabins, described in Exhibit A, AUTO CLUB reserves the right to renegotiate the terms in this Agreement. Should this happen, the group may be handled on an individual basis, and may be subject to group cancelation policies.
  - Documents are issued forty (40) days prior to departure and shipped at twenty-one (21) days prior to departure. Any delay in the receipt of final payment or names may delay the issuance of documents and result in an additional collection for delivery.

## **LEGAL TERMS AND CONDITIONS**

### **INDEMNIFICATION**

Each party shall indemnify, defend and hold the other, its affiliates, and each of its respective officers, directors and employees and customers, harmless from and against any and all claims, which result from: (i) a material breach of the representations and warranties of the indemnifying party provided herein; (ii) any willful or negligent act or omission of the indemnifying party in the performance of this Agreement and/or in connection with its services; (iii) the indemnifying party's failure to comply with federal, state or local statutes, or regulations; and (iv) any infringement or violation by the indemnifying party of any third party's rights. The indemnifying party shall give the other advance written notice of the assertion of any such claim. The indemnifying party shall be entitled to participate in any such action or proceeding with counsel of its own choosing. If the indemnifying party participates in such action or proceeding, it shall control the defense of any action against the indemnifying party including, but not limited to, whether or not to settle any claim, and/or the terms of any proposed settlement shall not be unreasonably withheld, conditioned or delayed. "The indemnifying party\*" shall also include its agents.

### **GENERAL LIABILITY INSURANCE**

AUTO CLUB shall for the duration of each Educational Tour/Field Study Trip maintain a commercial general liability policy or policies insuring AUTO CLUB'S activities under this Agreement against risk of loss due to: (a) bodily injury, death or property damage; (b) personal injury; (c) products and completed operations.

**LIABILITY INSURANCE – CERTIFICATE OF INSURANCE**

AUTO CLUB shall provide the District's Office of Administrative and Business Services with a valid certificate of insurance for each Educational Tour/Field Study Trip naming the District as additional insured with a limit of liability of a minimum of \$5,000,000. The certificate shall be submitted with the executed AGREEMENT to the Office of the Deputy Chancellor at least (15) fifteen working days prior to commencement of the program.

**FORCE MAJEURE**

Neither party shall be liable for any delay or failure in performance of any part of this Agreement during any period in which such party cannot perform due to fire, flood, explosion, war, strike, walk-out, lockout, embargo, government requirement, civil or military authority, act of God, or other similar causes beyond its control and without the fault or negligence of the delayed or nonperforming party ("force majeure condition"). If any force majeure condition occurs, the party delayed or unable to perform shall give immediate notice to the other party, stating the nature of the force majeure condition and any action being taken to avoid or minimize its effect.

**NON-EXCLUSIVE RELATIONSHIP**

AUTO CLUB may perform services for other clients as AUTO CLUB sees fit. DISTRICT may engage any other agency to perform services for DISTRICT as it sees fit.

**COMPLIANCE WITH LAWS**

Prior to performing work under the Agreement, AUTO CLUB shall obtain all government approvals that are required in connection with the performance of services under the Agreement. AUTO CLUB represents and warrants that in providing services under the Agreement and in the conduct of AUTO CLUB'S business, it shall be in compliance with all applicable federal, state and local laws, ordinances, orders and/or regulations (including, but not limited to, the Immigration Reform and Control Act of 1986 and any amendments thereto). On request, AUTO CLUB shall furnish DISTRICT with appropriate assurances or certificates of compliance. If any services provided pursuant to the Agreement are found to be in non-compliance, AUTO CLUB shall bear all cost of conforming same.

**TAXES, FEES AND ASSESSMENTS**

AUTO CLUB shall defend, indemnify and hold DISTRICT, its affiliates, related entities, and/or subsidiaries, and the employees, agents, and members of each of them harmless from any and all loss, liability, claim damage, or expense relating to fees, fines, levies, assessments, taxes, and/or interest arising from AUTO CLUB'S negligent or intentional acts or omissions relating to the payment of any hotel tax, fee, or assessment by any federal, state, or local authority.

**CHOICE OF LAW AND FORUM**

The Agreement and this Addendum shall be governed by and interpreted according to the laws of the State of California. Any action or proceeding commenced regarding the Agreement and this Addendum shall be brought in Orange County, California.



**NOTICES**

Any notice required or permitted to be given under the Agreement shall be in writing and shall be delivered (a) personally, (b) by reputable national overnight delivery service, or (c) via email, and in each case, addressed to each party as set forth below. A notice shall be deemed to have been delivered: (a) upon actual delivery, if delivered personally or by reputable national overnight delivery service, or (b) upon confirmation of receipt if by email.

If to DISTRICT:

Dr. Debra L. Fitzsimons  
Vice Chancellor, Business Services  
28000 Marguerite Parkway  
Mission Viejo, California 92692

If to AUTO CLUB:

Marla Brydon  
Branch Lead  
638 Camino de los Mares, E100  
San Clemente, California 92673

**CONFLICT**

In the event of any conflict between the terms and conditions contained in this Agreement and any other document, including those terms in this Agreement, the terms in this Agreement shall control.

**AUTHORITY**

Each party covenants that the individual executing this document by and on behalf of such party is duly authorized to execute contracts for that party.

By signing below you are indicating that you have read, understand and agree to all terms and conditions as set forth in this Agreement.

**Automobile Club of Southern California****South Orange County Community College District**

By: \_\_\_\_\_

Name: Pamela ShepherdTitle: Vice President, Branch Operations

Date: \_\_\_\_\_

3333 Fairview Road  
Address: Costa Mesa, California 92626

By: \_\_\_\_\_

Name: Dr. Debra J. FitzsimonsTitle: Vice Chancellor, Business Services

Date: \_\_\_\_\_

28000 Marguerite Parkway  
Address: Mission Viejo, California 92692

## EXHIBIT A

**PAYMENT BY TRIP PARTICIPANTS**

All payments by Educational Tour/Field Study Trip participants for travel services shall be made directly to AUTO CLUB. All checks drawn by Educational Tour/Field Study Trip participants shall be made to the order of AUTO CLUB'S firm name or to such other name as AUTO CLUB may direct in writing.

AUTO CLUB shall manage all charges collected from Educational Tour/Field Study Trip participants in accordance with applicable Federal and State laws and regulations and the requirements of this Agreement. Any and all funds received by AUTO CLUB shall be held in trust for the benefit of the Educational Tour/Field Study Trip. AUTO CLUB shall account in detail to the DISTRICT the total cost to each participant of each Educational Tour/Field Study Trip.

AUTO CLUB shall provide to District a detailed itemization of all costs and expenses for each Educational Tour/Field Study Trip. Trip costs and expenses shall include but are not limited to details regarding the extent of free transportation, per diem allowance, incidental support, any direct payment to or prerequisites intended by AUTO CLUB for Trip Instructor. Cost figures so disclosed will not be changed, except that costs quoted may be based on tariffs and foreign exchange rates in effect at the time of the quote and may be subject to change without amendment to this Agreement if the possibility of such changes has been disclosed in advance and in writing

**ITINERARY**

**June 14** – Depart Santa Ana/SNA

**June 15** – Arrive Sao Paulo, Transfer from airport to *Hampton Park Residence*, Normal hotel check-in time is 2pm, Half-day activity to Parque Fazenda do Carmo OR Parque Ecologico Tiete, Buffet dinner with one soft drink at hotel (Meals D)

**June 16** – Full-day city tour including Instituto Butantan with entrance ticket and BBQ lunch at Bovinu's Reboucas, Buffet dinner with one soft drink at hotel (Meals B, L, D)

**June 17** – Transfer from Sao Paulo to Ilha Bela including ferry, Check-in to *Ilha Flat Hotel & Convention Center*, Half-day city tour by van – North side of the island (Historic Center, Barreiros Scenic View Point, Pedra do Sino Beach and Armacao Beach) OR South side of the island (Cabras Island Scenic View Point, Pedras Miudas Beach/Cabras Island, Curral Beach and Toca Waterfall, Dinner at hotel (Meals B, D)

**June 18** – Schooner Day-trip (departs Pereque Beach Pier at 11am, returns at 5:30pm) to Jabaquara Beach (2 hours) and Fome Beach (1 hour), Dinner at hotel (Meals B, D)

**June 19** – Visit Gato Waterfall by jeep 4x4 (9:15am – 5pm), Dinner at hotel (Meals B, D)

**June 20** – Transfer from Ilha Bela to Paraty, Check-in to *Parque Hotel Pereque*, Dinner at Bar do Canal Restaurant (Meals B, D)

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EXHIBIT A

**June 21** – research day with saddleback faculty Dinner at Aconchego Grill Restaurant (Meals B, D)

**June 22** – Transfer from Paraty to Ilha Bela, Check-in to *Ilha Flat Hotel & Convention Center*, Dinner at hotel (Meals B, D)

**June 23** – Transfer from Ilha Bela to Sao Paulo including ferry, Check-in to *Hampton Park Residence*, Buffet dinner with one soft drink at hotel (Meals B, D)

**June 24** – research day with saddleback faculty Buffet dinner with one soft drink at hotel (Meals B, D)

**June 25** – pack to depart, *Normal check-out time is 12pm*, Evening transfer from hotel to airport (Meals B)

- *Airport porters are not included.*
- *Beverages during meals are not included unless specified.*
- *Snorkel & mask rentals are not included.*
- *Hotel early check-in and late check-out are not included.*

**HOTELS**

Sao Paulo:	Hampton Park Residence, Standard Room	June 15 – 17 2 Nights
Ilha Bela:	Ilha Flat Hotel, Standard Room	June 17 – 20 3 Nights
Paraty:	Parque Hotel Pereque, Standard Room	June 20 – 22 2 Nights
Ilha Bela:	Ilha Flat Hotel, Standard Room	June 22 – 23 1 Night
Sao Paulo:	Hampton Park Residence, Standard Room	June 23 – 25 2 Nights

**LAND COST**

Based on Minimum of 20 – 22 Passengers

\$2,599 Per Person, Twin Occupancy

ish/alertswarnings.html



Print Email

## Alerts and Warnings

### Travel Warnings ⓘ

We issue a Travel Warning when we want you to consider very carefully whether you should go to a country at all. Examples of reasons for issuing a Travel Warning might include unstable government, civil war, ongoing intense crime or violence, or frequent terrorist attacks. We want you to know the risks of traveling to these places and to strongly consider not going to them at all. Travel Warnings remain in place until the situation changes; some have been in effect for years.

### Travel Alerts ⚠

We issue a Travel Alert for short-term events we think you should know about when planning travel to a country. Examples of reasons for issuing a Travel Alert might include an election season that is bound to have many strikes, demonstrations, or disturbances; a health alert like an outbreak of H1N1; or evidence of an elevated risk of terrorist attacks. When these short-term events are over, we cancel the Travel Alert.

### Learn About Your Destination

GO



### Enroll in

Enrolling in this service will allow us to better assist you in case of an emergency while you are abroad.

ENROLL

### Refine by Destination

GO

[Clear Results](#)

Type	Date	Location
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No matching records found

**RESOLUTION NO. 14-37**  
RESOLUTION OF THE BOARD OF TRUSTEES  
OF SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
DECLARATION OF AN EMERGENCY SITUATION  
REGARDING A WATER MAIN BREAK NEAR THE  
SADDLEBACK COLLEGE ATAS BUILDING

OCTOBER 27, 2014

**WHEREAS**, on October 7, 2014, the South Orange County Community College District's water main located near Saddleback College's Advanced Technology and Applied Sciences (ATAS) building ruptured and caused water services to be disrupted campus-wide, and

**WHEREAS**, emergency repairs on the water main at Saddleback College are necessary; and

**WHEREAS**, Saddleback College and the District have worked with the insurance adjusters who have examined the damage and have provided approval to move forward with needed repairs; and

**WHEREAS**, in order to quickly correct safety hazards and the interference of class scheduling and pursuant to Public Contract Code Section 20654, it is necessary that the Board of Trustees unanimously approve repairs and approve the emergency request sent to the Orange County Department of Education; and

**NOW THEREFORE**, the Board of Trustees does hereby determine that an emergency situation exists regarding the Saddleback College water main break.

Adopted by the Board of Trustees of the South Orange County Community College District, Orange County, State of California, this 27<sup>th</sup> day of October, 2014

\_\_\_\_\_  
T. J. Prendergast, III, President

\_\_\_\_\_  
William O. Jay, Member

\_\_\_\_\_  
Nancy Padberg, Vice President

\_\_\_\_\_  
Timothy Jemal, Member

\_\_\_\_\_  
Marcia Milchiker, Clerk

\_\_\_\_\_  
David B. Lang, Member

\_\_\_\_\_  
James R. Wright, Member

**RESOLUTION NO. 14-37**  
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OF SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
DECLARATION OF AN EMERGENCY SITUATION  
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OCTOBER 27, 2014

STATE OF CALIFORNIA    )  
  )  
COUNTY OF ORANGE    )

I, Gary L. Poertner, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on the 27<sup>th</sup> day of October, 2014.

**IN WITNESS WHEREOF**, I have hereunto set my hand and seal  
this 27th day of October 2014.

---

Gary L. Poertner  
Secretary to the Board of Trustees

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Auction No. 59-Surplus Property  
**ACTION:** Approval

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### **BACKGROUND**

The Facilities Planning and Purchasing department accumulates surplus supplies, equipment, materials and other items including "lost and found" merchandise from various departments at the warehouse on both campuses. Items, which are determined to be of no usable value to the District, are then aggregated for disposal. Board Policy 3600 requires that the Board of Trustees authorize the disposal of surplus or obsolete supplies and equipment no longer suitable for district purposes.

### **STATUS**

The items described in the attached EXHIBIT A have been found no longer suitable for district or college use. It is recommended that a public auction be held in accordance with the requirements of Education Code No. 81450 (b). All items will be sold to the highest bidder upon the completion of the auction.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the sale of surplus property, Auction No. 59, and authorize the Director of Facilities Planning and Purchasing to hire a private auction firm to conduct the auction, and to dispose of items not sold at the auction.

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
1	1 - "2000" FORD SEDAN	PKG. LOT	CROWNVIC.	7702
2	1 - "1993" CHEVROLET CARGO VAN		ASTRO	3879
3	1 - WOOD CHIPPER		BANDIT	883
4	1 - TRACTOR		HOLLAND	3568
5	1 - 1989" GAS DELIVERY CART		MITSUBISHI	7323
6	1 - CLUB CAR/CARRYALL		TURF II	3656
7	1 - ROTARY MOWER "RANSOMES"		928D	3567
8	2 - CLUB CAR/CARRYALL VI			3559, 3654
9	1 - "1996" E-Z GO CART			17106
10	1 - YAMAHA GASOLINE CART			
11	1 - AERA VATOR AERATION IMPLEMENT			7912
12	1 - EZGO ELECTRIC CART			
13	1 - UU-AL TRENCHER IMPLEMENT			
14	1 - JOHN DEERE TRACTOR			3908
15	1 - POWERED FINISH MOWER		C50	
16	1 - TEXTRON MOWER DECK		956312	
17	1 - EZGO ELECTRIC CART			10644
18	1 - ROTARY MOWER "RANSOMES"			3566
19	1 - ROTARY MOWER "RANSOMES"		945003	894
20	1-SAMSUNG 50" MONITOR ,40 BINDERS,	A-4		13012
	1 - LG 46" MONITOR, 1 -BOX DISKETTS,			15372
	1 - PK DVD+R DISKS, 1 - MICROWAVE,		GE	
	LOT - 11 INK TONERS, 1-XEROX FUSER,			
	1 - REMINGTON POWER FASTNER,			
	3 - HP TONERS, 1 - GEIGER COUNTER,			4848
	2 - VIZCAM CAMERAS,1 - AIR TRACK,			4961, 4962, 4866
	1 - HP OFFICE JET PRINTER,1 - STAMP,		7310XI	
	1 - MULTI SEAL LAMINATOR,1-ELECTRIC			122
	SHARPENER,4-COMPUTER SPEAKERS,			
	1 - SARTORIUS BALANCE,1-OVERHEAD			
	PROJECTOR, 2-COMPUTER MONITORS,			
	1 - DUPLO FOLDING MACHINE,			3476
	1 - SCOTT AIR PAK,1 - NEC MONITOR,			4809
	1 - PHOTO IONIZER, 1 - AIR MASK,			4810, 4808
	2 - PHILLIPS LCD PROJECTORS,			5431, 5505
	1 - HP COLOR LASERJET PRINTER		CP2025	
21	1 - HP LASERJET PRINTER,	A-5	9050N	9356
	1 - PITNEY BOWES FAX, 1-HP PRINTER,			1750, 5525
	2 - CALCULATORS, 1- VOX RECORDER,			
	1-PANASONIC RECORDER,1-SCANNER,		HP	
	2 - HP PRINTERS,1-PAPER SHREDDER,		4050	15
	2 - 3M OVERHEAD PROJECTORS,		9200	
	1 - HP PRINTER, 2 - EPSON SCANNERS		P1505	
22	4 - LASERJET PRINTERS,1 -LOCKBOX,			9526, 5157, 9751, 721
	1 - XEROX PRINTER, 1 - PRINTER,			12594, 3479
	9 - DELL KEYBOARDS & CABLES,			
	2 - MICRON COMPUTERS,			828, 5078
	25 - DELL LATITUDE COMPUTERS,			12573, 12570, 12558, 12575,
				12546, 12559, 12557, 12562,
				12549, 12565, 12564, 12547,



#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
		A-5		12548, 12566, 12571, 12569, 12551, 12561, 12553, 12572 12563, 12556, 12568, 12560, 12574
23	1-HP OFFICE JET PRINTER,2-MONITORS	A-6	H470	
	1-SCANTRON SCANMARK,2-COMPUTER			1767
	SPEAKERS, 1 - IBM WHEELWRITER,			1194
	4-DESK CALCULATORS, 2-KEYBOARDS,			
	1-HP LASERJET PRINTER,LOT-1 CABLE,		1022	
	4 - DENON CD PLAYERS,			3037, 3039, 3066
	1 - MOSELY TRANSMITTER,			3022
	1 - PANASONIC TAPE RECORDER,			3046
	1 - CLIENTPRO, 1-MICRO COMPUTER,			8223, 3030
	1 - MICRON COMPUTER, 1 - INTEL,			3017, 5836
	5 - DELL COMPUTERS, 1-HP PRINTER,			10546, 10861, 10513, 11618,
	1 - BOX DELL POWER ADAPTORS,			10550, 1686
	1-YAMAHA SOUND MIXER,1-AUDIO BOX,			
	2 - TASCAM RECORDERS, 1 - STEREO		JVC	
	RECEIVER, 1 - CE DUPLICATOR,			
	2 - COMPUTER KEYBOARDS			
24	12 - DELL POWEREDGE SERVERS	A-7		11643, 12470, 12471, 12472, 12483, 12507, 12508, 8221, 13471, 8247, 11354, 12717
25	LOT - 14 DELL COMPUTERS,	A-9, A-15		6182, 14934, 7771, 10860, 10084, 10871, 10738, 10727, 14296, 14174, 6059, 10879, 10821, 10112, 14166, 7721, 6948, 7723, 7889, 7717 6632, 14557
	5 - PANASONIC DATA PROJECTORS,			
	1 - NEC DATA PROJECTOR,1-APC UPS,			
	1 - 3M OVERHEAD PROJECTOR,		9200	
	10 - HP LASERJET PRINTERS,			2963
	3-DELL PRINTERS, 5-HP OFFICE JETS,			
	12-MONITOR PEDESTAL,SMARTBOARD,			14235
	1-HP PAPER FEEDER,2-APPLE CPU,			15938
	LOT - 8 COMPUTER SUPPLIES/PARTS,			
	LOT - 14 COMPUTER MONITORS,			
	1-SONY VCR,1-IBM TYPEWRITER,			
	1 - CNS PC CLONE COMPUTER,			
	1-PANASONIC VCR, 3-HP FAX MACHINE			
	1-SHARP 27" TV, 1-PANASONIC 20" TV			
	1-PAPER SHREDDER, 1-SAMSUNG TV		CXM1374	
26	1-TOSHIBA TV, 1 - SONY MONITOR,	A-12	35A44	
	1-DELL COMPUTER,1-MICRON LAPTOP,			11502, 2721
	1-MICRON COMPUTER, 1 - SCOTT CS			1769, 3027
	PLAYER, 2-MANFROTTO CONTROLS,			
	1-VOUMETRIC INFUSION PUMP,			9755
	1-SONY VIDEO CASSETTE, 1 - LACIE			
	PLAYER, 1 - IBM TYPEWRITER,			
	1-PANASONIC DVCPRO, 1-MONITOR,		SONY	
	1-ANTARI FOG MACHINE RTS SYSTEM,			

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	1 - SONY WWR-810 TUNER,	A-12		
	1-XEROX PRINTER, 1 - HP PRINTER,			8738
	1-HP LASERJET, 1 - BOX WIRES,			8325
	1-APPLE COMPUTER G-5, 1 - BOX OF			8608
	DESK GLASS, 1 - DELL COMPUTER,		GS2	9051
	2 - VOLUME INFUSION PUMPS,			1291, 1292
	1-OPTIMUS TAPE RECORDER & TAPES,		CTR-108	
	1-SONY MONITOR, 1-PULSE OXIMETER,		NELLCOR	
	1 - MICRON MONITOR & KEYBOARD,			
	2 - JVC DVD RECORDERS,			11886, 11887
	1 - HP DESKJET, 1 - OFFICE FAX ,		995C	819
	1-MONITOR, 1-BROTHER FAX MACHINE,		2920	
	1-HP LASERJET PRINTER, 1 - PORTABLE			
	LIGHT, 1 - HP DESKJET PRINTER		1200	
27	1 - AMERICAN HERITAGE POOL TABLE	A-13		
28	LOT - 45 DELL COMPUTERS,	A-14, A-15		11670, 11675, 11650, 11668,
				11646, 11647, 11676, 11681,
				11651, 11667, 11679, 11682,
				11671, 11673, 11665, 11649,
				11652, 11680, 11685, 11664,
				11663, 11678, 11672, 11686,
				11674, 11683, 11666, 11653,
				11684, 11677, 8805, 8818,
				8804, 8402, 8461, 8498, 8443,
				11468, 9144, 5410, 5422, 5418,
				5419, 5416
	LOT - 4 MICRON COMPUTERS,			32195, 32661, 5360, 5820
	2 - BOXES OF COMPUTER PARTS.			
29	1 - BROTHER PRINTER, 1 - LOCK BOX,	A-17	MFC-8840D	
	1 - IBM SELECTRIC III TYPEWRITER,			
	2 - HP LASERJET PRINTERS,		1505,1102W	
	1 - TURNER SPECTROPHOTOMETER,		340	
	1 - HP PRINTER, 1 - DELL COMPUTER,			5916, 8361
	1 - SONY VHS, 1 -DELL MONITOR,		SLV-N50	
	1 - HP LASERJET PRINTER,		4100TN	5731
	1 - DELL COMPUTER, 1 - HP PRINTER,		1022	8797
	5 - PLANTRONICS OFFICE HEADSETS,			
	1 - BECKMAN SPECTROPHOTOMETER,			
	1 - BRANSONIC CLEANER		2510	
30	LOT - 76 DELL OPTIPLEX COMPUTERS,	B-4,10,16		11606, 12374, 11698, 11529,
				11460, 11781, 11709, 11617,
				10119, 11101, 11607, 11575,
				11594, 11453, 12402, 11487,
				10818, 11561, 10238, 11449,
				11539, 11548, 10313, 13491,
				13458, 10320, 11592, 11605,
				11554, 11531, 11602, 10122,
				11572, 11604, 11702, 11587,
				11585, 11444, 12020, 12024,
				11696, 10303, 11603, 11496,

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
		B-4,10,16		11503, 11499, 11546, 11185,
				8667, 8578, 8434, 8541, 8517,
				8466, 8447, 9565, 9167, 7619,
				9592, 9186, 9571, 9387, 9551,
				9609, 9539, 9184, 9169, 9574,
				11598, 12985, 12986, 13448,
				10036, 13410, 12727
	LOT - 40 APPLE 20' CINEMA DISPLAYS,			8879, 8861, 8874, 8880, 8905,
				8869, 8836, 8900, 8834, 8876,
				8841, 8860, 8862, 8881, 8891,
				8873, 8847, 8845, 8857, 8896,
				8888, 8884, 8890, 8893, 8859,
				8894, 8882, 8867, 8837, 8899,
				8885, 8842
	1 - DELL POWEREDGE SERVER,		2500	5941
	LOT - 4 MAC COMPUTERS,		G5/G4	11025, 11023, 437
	LOT - 2 APPLE DISPLAYS,			8084, 8085
	LOT - 5 HITACHI PROJECTORS,		CPX444/5	9418, 9428, 9438, 9433, 9439
	LOT - 3 EPSON PROJECTORS,		830P	11770, 11771, 12061
	LOT - 2 HP LASERJETS,		P2015/35	
	1 - SANYO PRO PLC-XT16 PROJECTOR,			8723
	M1522NF ALL-IN-ONE PRINTER,			
	3 - OVERHEAD PROJECTORS,		3M	
	3 - EXTRON CROSSPOINT 300 SYSTEMS			11031, 11032, 8768
31	LOT - 82 DELL OPTIPLEX COMPUTERS,	B-3, B-4	GX-620/745	10024, 10085, 10026, 10052,
				10061, 10077, 10063, 10069,
				10043, 10066, 10070, 10017,
				10049, 10064, 10042, 10041,
				10059, 10072, 10044, 10025,
				10035, 10926, 10078, 10033,
				10009, 10019, 10071, 10031,
				10056, 10050, 10086, 10002,
				10005, 10062, 10067, 10016,
				10018, 10022, 10012, 10060,
				10037, 10023, 10027, 10028,
				10075, 10040, 10032, 10034,
				10124, 10058, 10038, 10003,
				10057, 10030, 10004, 10046,
				10850, 10770, 10096, 10097,
				10494, 10087, 10601, 10741,
				10110, 10611, 10753, 10802,
				10520, 10090, 10760, 10820,
				14428, 14429
	LOT-7 BOXES OF KEYBOARDS,CABLES,			
	PRINTING PARTS, BINDERS & PARTS,			
	1-HITACHI DATA PROJECTOR,		CP-X445	10397
	1-HP SCANJET, 1 - LAPTOP CASE,		4570C	
	1-EIKI TAPE PLAYER, 1-PANASONIC 20"		7070A	
	TV,1 - MONITOR,1-SYLVANIA 13" TV,		6313CEA	
	1-PANASONIC VCR, 1 - ACOUSTIC TTY &		AG-1320P	
	CASE,23-DELL MONITORS,1-DELL CPU,		GX-520	10882

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	1 - APPLE CINEMA HD MONITOR	B-3, B-4		
32	7 - DELL SERVERS, 1 - SHARP RADIO,	B-5		8218
	1-NEC MONITOR, 1- HP LASERJET,		1200	
	1-VERIFON MACHINE, 1 - HP LASERJET,		1320TN	
	1-SOLIDSTATE TV, 2 - KEYBOARDS,			
	1-PANASONIC CD PLAYER, 1 - DESIGN			12777
	JET PRINTER, 1 - HP PRINTER,			3467
	1 - BROTHER INTELLIFAX, 1 - HP 400N		4100E	
	LASERJET, 1 - BROTHER FAX / COPY		MFC-7420	
	MACHINE.			
33	1 - PANASONIC VIDEO RECORDER,		AG-1310P	
	3 - PANASONIC 20" VHS/DVD TVS,		PV-DF2035	
	1 - ZENITH 27" TV		H2746DT	
34	LOT - 6 PHOTOGRAPHY PARTS	B-7,8,9,10		
35	20 - PHOTOGRAPHIC ENLARGERS	B-14,15,16		
36	LOT - 4 TELESCOPES	B-10		2773, 3699, 3705, 3712
37	LOT-30 MPC COMPUTERS,	B-12		12938, 13089, 12393, 9904,
				9907, 9902, 9898, 8875, 9303,
				9867, 9891, 9901, 9305, 9879,
				12394, 9899, 12390, 9900,
				9906, 11928, 997, 9877, 11923,
				12676, 12389
	7- SERVERS, 2-BOXES CABLES/PARTS,			
	2 -XEROX PHASERS, 2 -HP LASERJETS,		6360	12650, 13225
	1-SAMSUNG MONITOR,24-KEYBOARDS,			
	1-CARD PRINTER,1-BATTERY CHARGER			
	1-IBM THINKPAD,1-MONITOR,3-BACKUP			
38	LOT 42 BOXES - LOST & FOUND ITEMS,	B-11,12,17		
	SUNGLASSES, WATER BOTTLES, CELL			
	PHONES, JEWELRY, CALCULATORS,			
	BOOKS, BINDERS, CLOTHING, 5-BIKES,			
	SKATEBOARDS, SUITCASE, 1 - RAZOR,			
	VARIOIUS EYE GLASSES, 1 - CHAIR			
39	LOT - 41 DELL OPTIPLEX COMPUTERS,	WH-2		8764, 9477, 9536, 9193, 9486,
				11459, 11551, 11523, 11553,
				10186, 10867, 10618, 11489,
				11558, 11146, 11486, 11612,
				11535, 11543, 11621, 11233,
				11160, 14281, 12595, 12406,
				12380, 12696, 13319, 13445,
				12964, 13466, 13778, 13480,
				13440, 12958, 12378, 12995,
				12969, 16243, 16397, 16349,
				16417,
	3 - MICRON COMPUTERS,			2671, 2684, 2745
	1 - DELL DIMENSION D180 COMPUTER,			11648
	2-DEC SWITCHES, 2-DELL PRINTERS,			1996, 3809
	13-HP PRINTERS, LOT -22 MONITORS,			3198, 9351, 9358, 12279, 1811,
				3177, 13062
	3-HITACHI PROJECTORS & 2 - EPSON,			8569, 9407,9449,11763,2253

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
	LOT - 8 DELL POWEREDGE SERVERS,	WH-2		11644, 12116, 5764, 7565,
				8021, 8308
	LOT - 5 CISCO ROUTERS,			12234
	LOT - 4 DELL W5300 PRINTERS,			
	LOT - 10 EPSON 830P PROJECTORS,			12076, 11773, 11766, 11768,
				11764, 11760, 12056, 12047,
				12059, 12065
	1 - MITSUBISHI XD2004 PROJECTOR,			5855
	1 - POWEREDGE SERVER			12503
	1- FUJITSU FI-5750C SCANNER,			13192
	1 - CANNON COPIER, 1 -SCANTRON			
	READER,1-EIKI OVERHEAD PROJECTOR			11975
40	LOT-7 POWEREDGE SERVERS	WH-2		8306, 8218, 5768, 5770, 5769,
				5767
41	4-DENON CD PLAYERS, 2-KEYBOARDS,	WH-2		3037, 3039, 3066,
	1-AUDIO BOX,1 - MOSE. TRANSMITTER,			3022
	1-PANASONIC TAPE RECORDER,			3046
	2-TASCAM RECORDERS, 1-CLIENT PRO,			8223
	1-MICRO LAPTOP, 1-RE CALIBRATOR,			3030
	1-JVC RECEIVER, 1-YAHAMA MIXER,			
	1-CE DUBLICATOR,1-INTEL COMPUTER,			5836
	1 - MICRON PC, 1 - HP PRINTER,			3017, 1686
	5 - DELL COMPUTERS			10546, 10861, 10513, 11618,
				10550
42	LOT - 27 DELL OPTIPLEX COMPUTERS,	WH-2		9949, 11235, 11466, 11720,
				11704, 8911, 9508, 9381, 9180
				9181, 9174, 9182, 9164, 9489,
				9498, 9612, 9495, 8744, 9484,
				8593, 8559, 8489, 8503, 8449,
				13363, 13372, 18233
	1-DELL LATITUDE 610 LAPTOP,			9990
	2 - MICRON CLIENT PRO COMPUTERS,			8286, 8045
	LOT - 9 SYMPOSIUM MONITORS,			13949, 13067, 13612, 13952,
				13615, 13607, 13954, 13614,
				13960
	5 - KODAK SLIDE PROJECTORS,			
	1 - BOX COMPUTER PARTS,			
	LOT - 1 DELL COMPUTER MONITORS			
43	LOT - 83 DELL OPTIPLEX COMPUTERS,	WH-2		10024, 10085, 10026, 10052,
				10061, 10077, 10063, 10069,
				10043, 10066, 10070, 10017,
				10049, 10064, 10042, 10041
				10059, 10072, 10044, 10025,
				10035, 10926, 10078, 10033,
				10009, 10019, 10071, 10031,
				10056, 10050, 10086, 10002,
				10005, 10062, 10067, 10016
				10018, 10022, 10012, 10060,
				10037, 10023, 10027, 10028,
				10075, 10040, 10032, 10034,

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
		WH-2		10124, 10058, 10038, 10003,
				10057, 10030, 10004, 10046,
				10850, 10770, 10096, 10097,
				10494, 10087, 10601, 10741,
				10110, 10611, 10753, 10802,
				10520, 10090, 10760, 10820,
				14428, 14429
	1-DELL GX-520 CPU,13-DELL MONITOR			10822
	11- DELL MONITOR PEDESTALS,			
	7-BOXES OF CABLES AND PARTS,			
	1-PANASONIC 20" TV,1-SYLVANIA 13"TV,			
	1-LAPTOP CASE, 1-EIKI CD PLAYER,		7070A	
	1-PANASONIC VCR, 1-HP SCANNER,		AG-1320P	
44	LOT - 46 DELL OPTIPLEX COMPUTERS,	WH-2		10903, 14292, 10851, 10170,
				10564, 10261, 10302, 10565,
				10764, 10616, 10109, 10793,
				10856, 10839, 10612, 10288,
				10755, 10252, 10740, 10795,
				10493, 10590, 10731, 10742,
				10099, 10106, 10103, 10121,
				10082, 10065, 10744, 10105,
				10766, 10323, 10094, 13770,
				14145, 10974, 14001, 14171,
				14061, 14311, 10271, 10483,
				10832, 7774,
	1-HP LASERJET 5000 PRINTER, 12-DELL			6758
	MONITORS, LOT - 21 BOXES OF PARTS			
	AND CABLES,1-HITACHI PROJECTOR,		CP-X444	
	1-HP LASERJET PRINTER,3-DATA LAMP		1100	
	1-TRENDNET MODEM, 7-DELL DRIVES,			
	1-CANO SCANNER, 1-SONY CD PLAYER,			
	1-APC 750XL UPS			
45	LOT - 83 DELL OPTIPLEX COMPUTERS	WH-2		11713, 11747, 11990, 11443,
				11724, 11715, 13327, 13304,
				13312, 13294, 13403, 13324,
				13301, 13322, 13303, 13295,
				13307, 13318, 13314, 13300,
				13282, 13297, 16235, 16446,
				16345, 16364, 16457, 16413,
				16277, 16361, 16421, 16324,
				16378, 16301, 16259, 16751,
				16294, 16195, 16257, 16251,
				16214, 16433, 16444, 16380,
				16427, 16356, 16374, 16437,
				16333, 16305, 16318, 16390,
				16335, 16212, 16188, 16463,
				16416, 16425, 16284, 16365,
				16409, 16245, 16330, 16286,
				18114, 16198, 16370, 16308,
				16273, 16372, 16393, 16440,

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
				16419, 16296, 16348, 16240,
				16349, 18178, 18168, 18177,
				18568, 18459
46	2-SONY CRT MONITOR,1-NET MONITOR,	WH-2		10417
	2-HOTRONIX TIME BASE CORRECTORS,		AP-41	
	1 - KNOX AUDIO VIDEO SWITCHER,		RS16X16	10415
	1 - LINK CAPTION TEXT/ENCODER,		PCE-845/D	
	1 - KEYWEST VIDEO LOGO INSERTER,		LGST-200	
	LOT-21 BOXES OF PARTS CABLES,			
	3-HP PRINTERS,2-SAMSUNG DVD UNITS		V5500	
	4-SHARP VCR, 3-JVC VCR,1-SONY VCR,			
	1 - HITACHI DATA PROJECTOR,		CP-X450	15321
	LOT - 55 COMPUTER MONITORS,			
	2 - XEROX DOC CENTER COPIERS,			
	LOT - 56 DELL OPTIPLEX COMPUTERS,			10554, 10996, 10999, 10123,
				14702, 15105, 14677, 14707,
				14951, 14739, 14659, 15081,
				15237, 15161, 15221, 14700,
				14411, 14033, 14300, 14146,
				14184, 14064, 14175, 14065,
				14415, 14416, 14153, 14414,
				14269, 14048, 10477, 10985,
				14287, 10989, 10922, 14013,
				14306, 14329, 14480, 14165,
				10980, 10981, 14255, 14035,
				14259, 10976, 14143, 14017,
	1 - QUASER VCR, 2-PANASONIC VCR,			
	1 - JVC DVD/VHS COMBO UNIT,		HRXVC27U	
	1 - BURST ELECTRONICS ENCODER,		LG-1	
	1 - JVC DVD/VHS COMBO UNIT,		HRXVC11BJ	
	1-DATAVIDEO TIME BASE CORRECTOR,		TBC-1000	
	1 - EXTRON SCAN CONVERTER,		RGB 202	
	1 - PIONEER DESKTOP SPEAKERS,		PS-5500	
	1 - HP SCANNER,1 - DELL PRINTER,		1710N	
	1 - TANDBERG ENCODER,2 - FM ALC,		TTC6-07	
	1 - HP PHOTOSMART PREMIUM,		AIO	
	1 - DELL PRINTER & 9 - PEDESTALS,			
	1 - BROTHER FAX, 5-DELL PEDESTALS,			
	1 - EIKI OVERHEAD PROJECTOR,		392	
	1 - IBM WHEELWRITER 3 TYPEWRITER,			
47	1 - XEROX PRINTER, 1-QUASER 25" TV,	WH-2		11854
	1 -PHILIPS 19" TV, 1 - HP OFFICEJET,		PR1906	
	1 -EPSON PRINTER,LOT-11 CARTIDGES,		R800	
	1 - ELEC. SWINGLINE 3 HOLEPUNCH,			
	1 - SONY EDIT CONTROLER,		RM-E100V	
	1 - SONY DIGITAL VIDEO CASSETTE,		EV-S1	
	1 - CLEAR LIGHT MICRO SYSTEM,			
	2 - SHARP CALCULATORS,4-CARD FILE			
	1 - EPSON POWER LIGHT PROJECTOR,			1808
	2 - DELL LAPTOP COMPUTERS,			8734, 11811

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
48	LOT - 43 DELL GX COMPUTERS,	WH-2		11493, 11590, 11500, 11507,
				11719, 12000, 11530, 11658,
				10556, 11600, 10272, 12001,
				10048, 10748, 11537, 11701,
				10533, 10812, 10575, 11780,
				10524, 11182, 11505, 11511,
				13485, 13385, 12991, 13404,
				13416, 13392, 13814, 12975,
				13387, 12978, 13408, 12960
				18406, 18505, 12179, 5911,
				9616, 8433, 9950
	2 - PANASONIC VHS CAMERAS,		AG	
	1 - HP SCANJET SCANNER,		5550C	
	1 - MICRON COMP., 1-APPLE LAPTOP,			5911
	1 - OCE PRINTER, 1 - DELL LAPTOP,		FX2081	12179
	LOT - 9 HP OFFICE PRINTERS,			12225, 16026, 9749, 9750, 30,
				9352, 1691, 5524
	3 - DELL LASERPRINT PRINTERS,		W5300	
	8 - EPSON POWER LIGHT PROJECTOR			13331, 16477, 13022, 12432,
				12075, 11767, 11756, 11761,
	1 - HITACHI PROJECTOR		CP-X445	9415
49	1 - BROTHER FAX, 1 - DELL PRINTER,	WH-2		
	1 - PITNEY BOWES FAX MACHINE,		9920	
	1 - HP LASERJET PRINTER,			1968
	1 - CASIO CASH REGISTER,		CE-3700	
	1 - HP COPIER, 5 - PRINT CARTRIDGES,		190	
	1 - MORSE WATCHMAN SCANNER,			11813
	1 - RICOH COPIER,		MP-1600	14525
	1 - HP LASERJET PRINTER,		P3005DN	
50	1 - XEROX COPY MACHINE	WH-2	DC 420	8212
51	1 - OCE COPIER	WH-2	3133	6129
52	1 - RICOH COPIER/SCANNER	WH-2	FT3813	1013
53	2 - SMART OPTIPRO SMARTBOARDS	WH-2		
54	LOT - 1 RADIO EQUIPMENT AND PARTS	WH-2		
55	1 - FELLOWES PAPER SHREDDER	WH-2	420	
56	LOT - 112 DELL OPTIPLEX COMPUTERS	WH-2		14073, 12407, 12399, 12308,
				12204, 12401, 12408, 12411,
				12405, 12400, 12414, 12410,
				12374, 12648, 12415, 12379,
				12403, 13455, 13396, 13492,
				13424, 13465, 13436, 13407,
				12962, 12984, 13393, 13317,
				13296, 13276, 13479, 13287,
				13306, 13291, 13386, 13472,
				13483, 13423, 13434, 13320,
				13289, 13286, 13310, 13000,
				13277, 13484, 12961, 13437,
				13326, 16750, 16287, 16371,
				16306, 16434, 16210, 16323,
				16458, 16321, 16363, 16250,



#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
				16414, 16203, 16293, 16221,
				16462, 18652, 18477, 18459,
				18507, 18651, 18267, 18258,
				18453, 18594, 18500, 18504,
				18173, 12979, 11236, 11515,
				11490, 11693, 11995, 11571,
				11987, 11723, 11989, 11991,
				11996, 10470, 12018, 12023,
				11439, 11986, 12019, 11998,
				12017, 12008, 11984, 12006,
				11993, 11497, 12022, 12004,
				12010
57	3 - BUHL OVERHEAD PROJECTORS,	WH-2		
	2 - BELL & HOWELL PROJECTORS,			
	1 - ELMO OVERHEAD PROJECTOR,		L355	
	1 -HP PRINTER,3-KODAK PROJECTORS,		LJ2100	814
	2 - EIKI OVERHEAD PROJECTORS,			
	3 - 3M OVERHEAD PROJECTORS,			
	6 - EPSON PROJECTORS,		EMP-830	12030, 11753, 12045, 12063,
				12044, 11807
	14 - HITACHI PROJECTORS,		CPX	9432, 9444, 9411, 9412, 9442,
				9419, 9408, 9410, 9421, 9423,
				9406, 9446, 9452, 8353
	1 - APPLE POWER MAC COMPUTER,		G5	8971
	LOT-113 DELL OPTIPLEX COMPUTERS			11728, 11456, 12009, 11488,
				11718, 10543, 10540, 11498,
				10504, 11552, 11779, 11555,
				12998, 12983, 12955, 13418,
				12980, 12996, 12979, 13406,
				16317, 16253, 16383, 16410,
				16220, 16325, 16248, 16307,
				16367, 16377, 16258, 16430,
				16436, 16373, 16402, 16280,
				16315, 16230, 16753, 16453,
				16360, 16752, 16376, 16431,
				16242, 16384, 16225, 16303,
				16404, 16232, 18431, 16209,
				16350, 16461, 16298, 16388,
				16309, 16238, 16207, 18494,
				16193, 16200, 16185, 16299,
				16264, 16310, 18518, 16206,
				16244, 16398, 16387, 16455,
				16459, 16357, 16224, 16355,
				16329, 16340, 16391, 16231,
				16246, 16233, 16201, 16396,
				16313, 16403, 16211, 16237,
				16386, 16269, 13658, 16276,
				16314, 16389, 16420, 16415,
				16300, 18582, 18430, 18550,
				18253, 18476, 18434, 18477,

#	DESCRIPTION	LOCATION	MODEL	INVENTORY #
				18773, 18388, 18399, 18466,
				18318, 18435, 18383, 18536,
				11593
58	2 - YAMAHA MIXING BOARDS	WH-2	200, 1604	
59	LOT - 1 LASER AND PARTS/LENSES	WH-2		4862
60	1 - OFFICE PAPER CUTTER	WH-2		
61	1 - HP LASERJET PRINTER,	WH-2	4520TN	9533
	1 - IBM TYPEWRITER,			
	1 - BOGAN DRY MOUNT PRESS		560	
62	LOT - 11 COOKING TRAYS, 1 - COOKING	WH-2		
	PAN & POT, 2 - FLASHLIGHTS, LOT - 2			
	WIRES, 1 - TRAY ORGANIZER, 1 - KEY			
	BOARD TRAY			
63	LOT - 8 SPECTROPHOTOMETERS,	WH-2		1559, 1568, 1569, 1570, 1572,
				1573, 1574, 1575
	LOT - 4 ELECTROCARDIOGRAPHS		BURDICK	1623, 1624, 1625, 1626
64	1 - HP PRINTER & CARTRIDGE, LOT - 3	WH-2		
	KEYBOARDS, 3 - MONITORS, 4 - METAL			
	CABINETS, 5 - ELECTRIC STAPLERS,			
	1 - 3M OVERHEAD PROJECTOR,		9800	
	1 - HP LASERJET PRINTER, 1-FISH TANK,		2100	
	1-POLAROID CAMERA & BAG, 1 - KEY			
	FILE CABINET, 1-PANASONIC CAMERA		PV-D407	
65	1-PAPER DRILL, 6 - REFRIGERATORS,	WH-O		1212, 8311, 8090
	LOT - 4 TRACTOR PARTS,			872, 873, 874, 3564
	1 - BECKMAN ULTRA DENTRIFUGE,		L3-40	
	2 - HOT TANKS, LOT - 22 WALL CLOCKS,			8006, 280
	2 - WATER COOLERS, 1 - "STAR" SAFE.			
	1 - INTERTAKE STITCHER, 1-ICE MAKER,			1213, 8991
	1-BASEBALL PITCH MACHINE, 1-WATER			
	HEATER, 1-SMALL TRAILER, 1 - TILE			
	ROLLING MACHINE, LOT - 15 METAL			
	SHELVING, 1-DELTA CUTTING MACHINE,			
	LOT-11 METAL CARTS, 1-WHEELCHAIR,			
	2 - PORTABLE SCREENS, 1-AIR SPRAY			
	GUN, 1-APOLLO SPRAYER, LOT-1 METAL		800	
	PORTABLE STAIRS, 2 - MICROWAVES,			
	1-COOLER, 1-DRYING CABINET, LOT - 3		LEEDAL	
	PORTABLE STAGES, LOT-1 BALLASTS,			
	1-METAL SHELF, LOT - 18 EMPTY FIRE			5076
	EXTINGUISHERS, LOT-14 METAL DESK			19, 16742, 16837, 16838
	LOT-7 WOOD DESKS, LOT - 11 FILE			
	CABINETS, LOT - 5 WOODEN TABLES,			
	LOT - 5 METAL TABLES, LOT - 3 METAL			
	CABINETS, LOT - METAL RACKS, LOT - 3			
	WOOD SHELVING, 1 - COUCH, LOT - 8			
	PARTITIONS, LOT - 8 VACUUMS, LOT - 2			
	ADVANCE FLOOR MACHINES, 1 - FLOOR			3640
	BUFFER, 1-LIFE FITNESS MACHINE,			12688
	2-STATIONARY BIKES, 1-HOT STAMPER,		AAM	

[illegible]

**TO:** Board of Trustees

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

**RE:** SOCCCD: Budget Amendment: Adopt Resolution No. 14-35 to Amend FY 2014-2015 Adopted Budget

**ACTION:** Approval

---

### **BACKGROUND**

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

### **STATUS**

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the FY 2014-2015 Adopted Budget.

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

#### **General Fund**

Child Development Training Consortium at Saddleback College	\$1,250
BioTech ACCA NSF Subaward at Irvine Valley College	\$20,000
Cooperative Agencies Resources for Education (CARE) at Saddleback College	\$1,419
Extended Opportunity Programs and Services (EOPS) at Saddleback College	\$24,651
Extended Opportunity Programs and Services (EOPS) at Irvine Valley College	\$34,768
Cooperative Agencies Resources for Education (CARE) at Irvine Valley College	\$1,452
Op-Tec at Irvine Valley College	\$25,000

Total Increase to the General Fund

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**\$108,540**

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**Total Budget Amendment**

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**\$108,540**

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### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 14-35 to amend the FY 2014-2015 Adopted Budget as indicated in EXHIBIT A.

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

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL FUND

**RESOLUTION 14-35**

October 27, 2014

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$108,540 is assured to said District as an increase of the amounts required to finance the total proposed budget expenditures and transfers for the current fiscal year from sources listed in Title 5 of the California Code of Regulations, Section 58308;

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

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

**General Fund**

<b><u>Account</u></b>	<b><u>Income Source</u></b>	<b><u>Amount</u></b>
8100	Federal Revenue	\$45,000
8600	State Revenue	\$63,540
		<b><u>\$108,540</u></b>

<b><u>Account</u></b>	<b><u>Expenditure Description</u></b>	<b><u>Amount</u></b>
1000	Academic Salaries	\$19,871
2000	Classified Salaries	\$32,905
3000	Fringe Benefits	\$3,903
4000	Books and Supplies	\$2,826
5000	Other Operating Expenses and Services	\$40,703
6000	Capital Outlay	\$2,421
7000	Other Outgo	\$5,911
		<b><u>\$108,540</u></b>

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET AMENDMENT  
GENERAL FUND  
**RESOLUTION 14-35**  
October 27, 2014

STATE OF CALIFORNIA   )  
  )  
COUNTY OF ORANGE    )

I, Gary L. Poertner, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the Budget Amendment and foregoing Resolution in the amount of \$108,540 was duly and regularly adopted by the said Board at a regular meeting thereof held on October 27, 2014.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 28th day of October 2014.

---

Gary L. Poertner  
Secretary to the Board of Trustees

**TO:** Board of Trustees

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

**RE:** SOCCCD: Gifts to the District and Foundations

**ACTION:** Approval

---

**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

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

DONATIONS  
October 27, 2014

**IRVINE VALLEY COLLEGE**

<b>Gift</b>	<b>Donated By:</b>
Room Divider	Stephen Rochford
Staff Development week expenses	Karima Feldhus
Philips TV	Anthony Lin

**SADDLEBACK COLLEGE**

<b>Gift</b>	<b>Donated By:</b>
Books	Kathleen Lynch
Books	Eva Holguin



**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 numbered P15-01808 through P15-02160 amounting to \$2,479,093.89 are submitted to the Board of Trustees for approval. Confirming requisitions dated September 10 through October 6, 2014 totaling \$100,090.24 are also submitted.

**RECOMMENDATION**

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

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-01808	LIGHTING SUPPLY, INC.		Electrical Supplies - IVC	587.52
P15-01809	REGENCY LIGHTING		Electrical Supplies - IVC	3,720.36
P15-01810	GRAYBAR ELECTRIC CO.		Electrical Supplies - IVC	1,037.55
P15-01811	TRAFFIC MANAGEMENT INC.		Emergency Parking Lot Light Towers	26,079.30
P15-01812	CLUB CAR dba CART MART, INC.		Replacement Cart	13,640.76
P15-01813	AMERICAN ASSOCIATION OF COMMUNITY COLLEGES		AACC 2015 Pres. Academy Membership	12,626.00
P15-01814	PASCO SCIENTIFIC		Science Workshop USB Serial Converters	217.20
P15-01815	PASCO SCIENTIFIC		Physics Equipment - Force Tables	1,137.17
P15-01816	COASTLINE ROP		CoastlineROP Allocation	934.64
P15-01817	S & B FOODS CATERING DIVISION		Meals for AB 86 Forum Participants	546.21
P15-01818	POSITIVE PROMOTIONS INC.		Safety Awareness Card	438.63
P15-01819	JANELLE JAMES OLSON		FKCE wksp trainer	240.00
P15-01820	PREMIER FITNESS SERVICES		Equipment Repair in the Life Fitness Center	628.15
P15-01821	WELLS FARGO #3317 (DISTRICT)		Table Stands for Signs	39.99
P15-01822	AARDVARK CLAY AND SUPPLIES		Underglazes	236.30
P15-01823	WELLS FARGO #3317		Computer Speakers	163.51
P15-01824	SHRED-IT		Shred-It Contract 10 Months	325.00
P15-01825	REPRO XPRESS		For Printing Drawings of Various Buildings	715.70
P15-01826	AIR SOURCE INDUSTRIES, INC.		Instructional Supplies - Compressed Gases	850.00
P15-01827	WELLS FARGO #3317		Books	60.24
P15-01828	HAITBRINK ASPHALT PAVING, INC.		Replace concrete containment at CP	12,350.00
P15-01829	HAITBRINK ASPHALT PAVING, INC.		Landing pads for walkway at BGS temporary parking	2,300.00
P15-01830	VITAL LINK EDUCATION AND BUSINESS CONSORTIUM		DSN Counseling event	5,000.00
P15-01831	S & B FOODS CATERING DIVISION		CTE Collaborative Regional Consortium	600.00
P15-01832	YOUNGS		Wall hung screen	800.28
P15-01833	ORANGE CO/LONG BEACH CONSORT. % KAREN GOTTLIEB,RN, MSN		OCLB Consortium membership	150.00
P15-01834	EUROPRINT, INC.		Senior Day publications	1,729.08
P15-01835	EUROPRINT, INC.		2014-2015 Degree & Certification Flyer	750.60
P15-01836	HOME DEPOT MISSION VIEJO STORE #614		Misc PAC supplies	1,500.00
P15-01837	ULINE, INC.		Misc supplies for PAC	1,500.00
P15-01838	JIM'S MUSIC CENTER, INC.		Misc Music supplies	750.00
P15-01839	CALIFORNIA STAGE/LIGHTING, INC		Misc lighting supplies for PAC	2,500.00
P15-01840	PATRIC TAYLOR		Misc PAC supplies	1,500.00
P15-01841	JIM'S MUSIC CENTER, INC.		Misc PAC supplies	500.00
P15-01842	LIVING COAST DISCOVERY CENTER		Entrance fee for ENV 24 class	194.40
P15-01843	HUMANSKALE C/O UNITED INTERIOR S		Approved ergonomics request	521.67
P15-01844	MISSION AUTO EQUIP & LIFTS		Repair of compressor #2	261.25

\*\*\* See the last page for criteria limiting the report detail.

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

ESCAPE ONLINE

Page 1 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-01845	AGUINAGA GREEN, INC.		Mulch for the native garden	226.80
P15-01846	SAFELITE AUTO GLASS CORP.		Vehicle replace/repair broken glass	500.00
P15-01847	TUKATECH		Student resource-FASH 289	2,472.00
P15-01848	VICTORY CUSTOM ATHLETIC, INC		Baseball Uniform Supplies	6,185.94
P15-01849	ROGERS ATHLETIC CO.		Football Equipment	3,922.32
P15-01850	HIGH-TECH BATTERY SOLUTIONS	IVC Warehouse	Battery Replacements	847.02
P15-01851	ASICS AMERICA CORPORATION		Womens tennis practice gear	770.24
P15-01852	PRESTO SPORTS, INC		Website hosting services	3,250.00
P15-01853	SYNERGY SOFTWARE SOLUTIONS PRA TIK MODI		Software dev: MAP Upgrade, SIS	205,632.00
P15-01854	ENAMIX, INC.		Quality Assurance Consulting Services - SIS / MAP	161,280.00
P15-01855	LAERDAL MEDICAL CORP.		CPR Class Supplies	517.77
P15-01856	SECTORPOINT INC		HR/Financial Software Implementation	3,500.00
P15-01857	NATIONAL BUSINESS FURNITURE		Panel Partition Order	1,185.03
P15-01858	CARLOS TUCCIO MAJOR APPLIANCE SERVICE		Repair to CDC refrigerator	288.34
P15-01859	RACK DEPOT, INC.	SC WAREHOUSE	Supplies, Warehouse Shelving	567.99
P15-01860	WORLD OF MOULDING		Theatre Arts set supplies	400.00
P15-01861	DirecTV	.	DirecTV Service for Campus Police	1,800.00
P15-01862	XEROX CORPORATION	.	Maintenance for DSPS Copier	500.00
P15-01863	QUINN POWER SYSTEMS	.	Portable generator equipment	67,222.45
P15-01864	MONOPRICE, INC.	.	Laptop Adapter for DMP	17.36
P15-01865	SEHI PROCOMP COMPUTER PRODUCTS		HP LaserJet Color Printer	1,282.89
P15-01866	SEHI PROCOMP COMPUTER PRODUCTS		Toner & Printheads for Theatre Dept.	1,779.99
P15-01867	AMER ACCOUNTING ASSOCIATION		Subscription	250.00
P15-01868	BOUNDLESS NETWORK		Awards - OC Career Pathway Grant	884.00
P15-01869	ROBERT WADDINGTON		FKCE Wksp Trainer	600.00
P15-01870	SEHI PROCOMP COMPUTER PRODUCTS	.	Printer for AV	1,024.84
P15-01871	TUTTLE-CLICK FORD		Equipment Repairs	3,000.00
P15-01872	LIEBERT CASSIDY WHITMORE		Attorney Professional Services FY 2014-2015	100,000.00
P15-01873	KAP7 INTERNATIONAL INC		Water Polo uniform supplies	3,132.00
P15-01874	PARKWAY LAWNMOWER SHOP		Grounds Stock Parts/Tools	534.05
P15-01875	DICK BLICK COMPANY		Pastels	250.92
P15-01876	DICK BLICK COMPANY		Textured Glazes	119.93
P15-01877	DICK BLICK COMPANY		Canvas Paper, Waterford Paper	767.12
P15-01878	SAN JUAN COMPANY		2014-2015 Lease Fee for KSBR	14,700.00
P15-01879	CLIA LABORATORY PROGRAM		CLIA License Renewal	150.00
P15-01880	WELLS FARGO MERCHANT SERVICES ATTN:CHANDA OTENBERGER		Credit card equipment	651.24
P15-01881	ARTSCENE		2014-2015 Advertise-Gallery	525.00
P15-01882	PSYCHOLOGICAL ASSESSMENT RESO URCES, INC.		Personality Assessment	114.40

\*\*\* See the last page for criteria limiting the report detail.

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-01883	PEARSON CLINICAL (PsychCorp)		Depression/Anxiety Assessment	259.60
P15-01884	PITNEY BOWES GLOBAL		2014-2015 new mailing system lease-	7,922.88
	FINANCIAL SERVICES LLC		dist mailroom	
P15-01885	PACIFIC SCREENWORKS		T-shirts	1,003.86
P15-01886	PACIFIC SCREENWORKS		T-Shirts for Event	1,003.86
P15-01887	PACIFIC SCREENWORKS		T-shirts for Event	540.00
P15-01888	TUTTLE-CLICK FORD		Police Vehicles	60,011.50
P15-01889	AMIR KHOSROWPOUR		Contract Services Concert Sept. 6, 2014	1,000.00
P15-01890	RIO GRANDE ALBUQUERQUE		Cold Mold	193.75
P15-01891	ULINE, INC.		Envelopes	72.41
P15-01892	WELLS FARGO #3317	IB4	San Disk Flash Drives, Index Cards	259.06
P15-01893	CALIFORNIA PERIPHERALS & COMPO NENTS, INC		Channel 39 Server	7,066.92
P15-01894	HI-POD		Telscoping Endzone Camera System	3,038.84
P15-01895	TROXELL COMMUNICATIONS, INC.		Projector Lamps	1,638.33
P15-01896	EASTBAY TEAM SPORTS		Women's Volleyball Uniform Supplies	986.10
P15-01897	CDW-G COMPUTER CENTERS		Desktop Scanner for Risk Management Dept	481.20
P15-01898	SCIAC CSU SAN MARCOS		2014-2015 SCIAC Renewal	75.00
P15-01899	DUNIVIN'S TOWING		Towing	235.00
P15-01900	BAKER & TAYLOR		Library Books	43.45
P15-01901	CCCCSSAA C/O BRUCE PATT		CCCCSSAA Institutional Dues	300.00
P15-01902	MISSION VIEJO AUTO COLLISION M VAC, INC.		Auto Damage/Repair Reimbursement Claim	637.04
P15-01903	SOCOAST HIGHER EDUCAT. COUN. B RANDMAN UNIVERSITY		2014 - 2015 SCHEC Membership Dues	50.00
P15-01904	HAITBRINK ASPHALT PAVING, INC.		Decathlon Asphalt Pad Construction	21,395.00
P15-01905	KE DESIGNS		Consultant for CA Career Cafe	12,500.00
P15-01906	AMY SUPINGER dba SUPINGER STRATEGIES		Legislative Consultant	23,400.00
P15-01907	BUY PC SUPPLIES, LLC		Equipment Dust Covers	193.86
P15-01908	ORANGE COUNTY BUSINESS COUNCIL		OCBC WD Conference	625.00
P15-01909	KENT HELWIG		Contract Services Musician	2,000.00
P15-01910	HERCULES PORTABLE POWER, INC.		Generator Maintenance Services & Repairs	8,500.00
P15-01911	DAVID PUFAHL dba NEW VISION CONSTRUCTION		SSC 240 Construction Access	12,077.20
P15-01912	DICK BLICK COMPANY		Stretcher Bars for Student Photos	579.96
P15-01913	HUMBOLDT MFG. CO.		Clamp, Demo Ball & Ring	56.50
P15-01914	SMARDAN SUPPLY - EL MONTE		Plumbing Supplies	203.04
P15-01915	BATTERIES PLUS, #440 LAKE FORE ST STORE		Batteries for Lab Use	200.88
P15-01916	SPINITAR PRESENTATION PRODUCTS INC.		Shure Antenna	758.12
P15-01917	PASCO SCIENTIFIC		Ballistic Pendulum Yoke	172.00
P15-01918	W. W. GRAINGER		Replacement Exit Signs	1,473.38
P15-01919	TRITON AIR INC		Compressor Drier Diagnoses	400.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-01920	COLLEGE ART ASSOCIATION		Art Institutional Membership	615.00
P15-01921	GENERAL POST OFFICE			
P15-01921	NEW YORK TIMES		Subscription for Speech/Forensics	300.00
P15-01922	TROXELL COMMUNICATIONS, INC.		Hitachi Wireless Switchers	1,920.24
P15-01923	PHOENIX GROUP INFORMATION SYS.		Shoulder Straps and Belt Clips	224.40
P15-01924	WELLS FARGO #3317 (DISTRICT)		T-Power AC Adapters	146.99
P15-01925	SchoolOutfitters.com		Whiteboard for Classroom Use	590.77
P15-01926	CALIBER SIGNS & IMAGING, INC.		Signs for Custodian Sinks Campus Wide	271.14
P15-01927	FOSTER CARE AUXILIARY OF OC		FKCE Wksp Trainer	600.00
P15-01928	DIEMMY TRAN		FKCE Wksp Trainer	240.00
P15-01929	CDW-G COMPUTER CENTERS		POTS Phones for Health Center and Police	102.38
P15-01930	WELLS FARGO #3317		Vinyl Laptop Covers	54.69
P15-01931	WELLS FARGO #3317		Card Reader for SARS Track	55.76
P15-01932	NUB GAMES, INC.		Library Software Subscription Renewal	360.00
P15-01933	BAKER & TAYLOR		Library Books	305.86
P15-01934	WALTERS WHOLESALE ELECTRIC		Electrical Supplies - IVC	54.48
P15-01935	HOFFMAN SOUTHWEST CORP. ROTO-ROOTER SERV. & PLUMBING		Hydro Jet Cafeteria Main Line	956.04
P15-01936	HOME DEPOT MISSION VIEJO STORE #614		Supplies for academic shows FY14-15	6,000.00
P15-01937	ALISO VIEJO TOWING & RECOVERY		Towing	85.00
P15-01938	DUNN-EDWARDS CORPORATION		Paint	1,661.11
P15-01939	FACILITIES PLANNING & PROGRAM SERVICES, INC		Consultant for HR/Finance Software Implementation	118,000.00
P15-01940	INTERMOUNTAIN LOCK & SECURITY SUPPLY, INC.		Locksmith Conversion kits	21,357.28
P15-01941	INTERMOUNTAIN LOCK & SECURITY SUPPLY, INC.		Locksmith Equipment	20,343.03
P15-01942	JERRY'S ARTARAMA		Art Powders	375.08
P15-01943	SADDLEBACK COLLEGE FOUNDATION		Catering for Family Night 2013	1,500.00
P15-01944	TNR TECHNICAL, INC.		Batteries for Telescopes	246.28
P15-01945	AMERICAN SOCIETY OF JOURNALISTS AND AUTHORS		Buttons for Library	162.00
P15-01946	WELLS FARGO #3317 (DISTRICT)		Yamaha Digital Mixing Console	2,674.02
P15-01947	TAKACH PRESS CORP.		Printmaking Hot Plate	2,178.32
P15-01948	AARDVARK CLAY AND SUPPLIES		Replacement Test Kiln	1,266.60
P15-01949	AMSTERDAM PRINTING & LITHO		Marketing Pens for OC International Auto Show	2,913.82
P15-01950	Alt n: MATT SPLITGERBER BUTTON BOY INC.		OC Auto Show Marketing Materials	883.64
P15-01951	FRED MILLS TRAINING SOLUTIONS		ARMS/CAD Training	1,000.00
P15-01952	DR. NANCY CARRITTE INDUSTRIAL PSYCHOLOGIST		Employee Coaching Services	1,800.00
P15-01953	SADDLEBACK VALLEY UNIFIED SCHOOL DISTRICT		Program Advisory Groups for AB86	13,250.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-01954	DAVID BELENZON MANAGEMENT, INC	.	Guest Artist	750.00
P15-01955	MERIT SOFTWARE	.	Merit Additional Licenses	3,743.00
P15-01956	PAM BARTON	.	Theatre Tech Contracted Service	1,200.00
P15-01957	CIWEA ATTN: SALLY CARDENAS	.	Institutional Membership	200.00
P15-01958	EN4ORM OFFICE INTERIORS	.	Tack Board for Office	697.68
P15-01959	AMERICAN FUTURE SYSTEMS, INC. dba: CTR. FOR ED.& EMPLMT LAW	.	Newsletter	195.00
P15-01960	SCANTRON CORPORATION	.	Scantron Forms	142.78
P15-01961	CARDIOLOGY SHOP	.	Instructional Supplies	489.23
P15-01962	JERRY'S ARTARAMA	.	Watercolor Paper	323.55
P15-01963	UNIVERSITY PRODUCTS	.	Matte Board	1,734.52
P15-01964	MAIN GRAPHICS	.	Fact Sheets for Mega Outreach Event	1,494.46
P15-01965	MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE	Bldg W/Com Arts	Recording Media for Student Use	220.61
P15-01966	CCUPCA (CALIFORNIA COLLEGE & U NIV POLICE CHIEFS ASSOC)	.	CCUPCA - Membership for Chief Glen	125.00
P15-01967	4C2S2A ANNUAL CONFERENCE	.	Membership Dues	300.00
P15-01968	ABB IE PATTERSON, CSSO	.	Womens Basketball Supplies	9,319.11
P15-01969	EASTBAY TEAM SPORTS	.	Womens Basketball Supplies	1,792.80
P15-01970	MASUNE FIRST AID & SAFETY	.	Materials for SC CDC	150.44
P15-01971	COMMUNITY COLLEGE LEAGUE OF CA	.	Library E-books	1,150.00
P15-01972	ASICS AMERICA CORPORATION	.	Mens Tennis Supplies	182.32
P15-01973	CACCRAO SECRETARY ALLISON CURT IS	.	2014-2015 CACCRAO Institutional Membership Dues	200.00
P15-01974	OCTMA IRVINE POLICE DEPT	.	Membership Dues for Orange Co Train Mgr Assn	100.00
P15-01975	QUALITY LOGO PRODUCTS INC	.	OC Auto Show Prom Material Tire Gauge	5,831.00
P15-01976	JENNIFER SNIDER	.	FKCE Wkshp Co Trainer	945.00
P15-01977	DEVON BRADLEY	IVC Life Sci	Reimburse for Lab Supplies FY 2014-2015	500.00
P15-01978	ORANGE COUNTY REGISTER	.	Bid 2021 F/A HVAC Upgrades & Reno. 9-2 & 9-9	1,126.00
P15-01979	DAVE SMITH ENTERPRISE dba HOSP ITAL ASSOCIATES	.	Custodial Warehouse Pallet Storage Racks	2,270.44
P15-01980	EUROPRINT, INC.	.	Freshman Advantage Flyers & Posters	1,447.20
P15-01981	SKYLINE DISPLAYS	.	Displays for Job Fairs	273.45
P15-01982	FINGERPRINT AMERICA	.	Fingerprinting Kits	413.94
P15-01983	UNISOURCE WORLDWIDE	SC WAREHOUSE	Replenish Stores White Paper	22,081.25
P15-01984	PETE'S ROAD SERVICE	.	Stock for Cart Tires	793.46
P15-01985	ALL THE KING'S FLAGS	.	Flag Pole Parts	493.74
P15-01986	INTERMOUNTAIN LOCK & SECURITY SUPPLY, INC.	.	Locksmith, Auto Equilizer Switch	4,339.40
P15-01987	LIGHTING SUPPLY, INC.	.	Lamps to Replace the Failed Ones	169.56
P15-01988	ULINE, INC.	SC WAREHOUSE	Warehouse Supplies	308.56
P15-01989	MARIA E. HUTCHINSON CERVANTES	.	FKCE Wksp Trainer	480.00
P15-01990	FLAG STORE USA	.	Flags	173.95

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-01991	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		Mice for Teacher Stations	223.56
P15-01992	WELLS FARGO #3317 (DISTRICT)		Dvd	106.92
P15-01993	WELLS FARGO #3317 (DISTRICT)		Instructional DVDs	234.71
P15-01994	WELLS FARGO #3317		S-video Cable	18.56
P15-01995	TAMS-WITMARK MUSIC LIBRARY		Additional fees for "Hello Dolly"	155.75
P15-01996	MARY WILLIAMS		Develop and Conduct 5 Skills Panels	12,520.88
P15-01997	GOODWILL INDUSTRIES OF ORANG E COUNTY		Contract Services with DPI - Interpreting	8,000.00
P15-01998	MORITAKA KINA		Piano Tuning	3,400.00
P15-01999	PRO TECHNOLOGY AUTOMATION, INC		JetTrac DocOrigin Renewal and Support	6,570.94
P15-02000	TOWN & COUNTRY GLASS		Repair Damage to Glass Campus Wide	5,000.00
P15-02001	HYUNJOO CHOI		Contract Services Accompanist	300.00
P15-02002	MC KESSON GENERAL MEDICAL		Aeds	15,756.12
P15-02003	CDW-G COMPUTER CENTERS		VDI Hardware	32,091.66
P15-02004	CHRISTIAN HIRA NIMBLE CONSULTI NG		Database Analysis, Design & Programming for SIS	264,096.00
P15-02005	REDISQ TECHNOLOGIES		Software Development Consulting - SIS	120,960.00
P15-02006	DAVID PUFAHL dba NEW VISION CO NSTRUCTION		Replace Ceiling Tiles in SM	4,895.75
P15-02007	BEAR COMMUNICATIONS, INC.		Radio Equipment	1,126.87
P15-02008	OPTICAL PERSPECTIVES GROUP LLC		Ordering Point Source Microscope	5,900.00
P15-02009	CARVIN, INC.		HR/Financial Software System Implementation	440.93
P15-02010	YBP LIBRARY SERVICES		Blanket PO for the Purchase of Books	30,000.00
P15-02011	JACC TREASURER		Membership JACC 2014/2015	500.00
P15-02012	HALO BRANDED SOLUTIONS, INC.		Exercise Bands	1,449.47
P15-02013	COLLEGE BOARD CUES SOFTWARE SE RVICES		Annual Maintenance/Power Faids	27,651.20
P15-02014	AARDVARK CLAY AND SUPPLIES		Replacement Cables SR-36 Slabroller	101.95
P15-02015	VMI BROADCAST & PROFESSIONAL VIDEO	Bldg W/Com Arts	CTVR Replacement Equip-Effects Gen	12,042.00
P15-02016	LAERDAL MEDICAL CORP.		Instructional Supplies/Health 2 classes	1,209.26
P15-02017	NEW DAY FILMS		Film for Library Collection	333.60
P15-02018	VITAL LINK EDUCATION AND BUS INESS CONSORTIUM		Exhibitor Registration Fee	25.00
P15-02019	JERRY'S ARTARAMA		Canvas, Pastels, Watercolor, Gesso	474.51
P15-02020	AARDVARK CLAY AND SUPPLIES		Duncan Pure Brilliance Art Supplies	179.87
P15-02021	RIVERSIDE PUBLISHING COMPANY C LINICAL CUSTOMER SERVICE DPT		LD Testing Materials	6,846.50
P15-02022	LAGUNA WOODS VILLAGE POTTERS		Art Supplies, Ceramics	4,560.00
P15-02023	EASTBAY TEAM SPORTS		Shirts for Tecnology Services	917.36
P15-02024	SCIAC CSU SAN MARCOS	IVC Warehouse	Annual SCIAC Membership Dues 2014-2015	75.00
P15-02025	ALISO VIEJO CONFERENCE CENTER		FKCE Conference Catering	805.15

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-02026	TUSTIN CHRYSLER JEEP DODGE	.	Parts for Police Vehicle	69.90
P15-02027	WHO LESALE PARTS			
P15-02027	SADDLEBACK GOLF CARS, INC.		Cart Top Storage Water Cover	284.20
P15-02028	GOVERNMENT	.	CurricUNET 2014-2015 Annual Maintenance	9,630.00
P15-02029	SOUTH COAST HIGHER EDUCATION COUNCIL, C/O JIM KADLAC		2014-2015 SCHEC Membership	50.00
P15-02030	G/M BUSINESS INTERIORS		Ergonomic Chair for Curriculum Office	436.83
P15-02031	KENNEDY CENTER AMERICAN COLLEGE THEATER FESTIVAL		Registration for 6 Academic Shows for FY14/15	1,350.00
P15-02032	MONSTERSLAYER, INC.		Cooper, Brass, Nickel Sheets, Silver Wire	365.66
P15-02033	NASFAA MEMBERSHIP RENEWALS		NASFAA Dues 14/15	962.00
P15-02034	WELLS FARGO #3317		Vinyl Laptop Covers	492.22
P15-02035	ST. MARY'S SCHOOL c/o JEFF HAWORTH, CONTROLLER		Track Rental Refund	188.00
P15-02036	EDEN LABEL SOLUTIONS		Envelopes	3,446.29
P15-02037	BUDDY'S ALL STARS		Soccer F'14 Extra Practice Shirts	225.20
P15-02038	DABCO, INC.		Install LAV Guards at LRC	701.96
P15-02039	NAT'L COUNCIL FOR WORKFORCE EDUCATION		NCWE Membership	165.00
P15-02040	BOUNDLESS NETWORK		Pens/Pencils	2,847.71
P15-02041	WELLS FARGO #1598	.	Domain Name Renewals	344.22
P15-02042	ASICS AMERICA CORPORATION		Womens Tennis Supplies	1,714.60
P15-02043	ADRENALIN SPORTS APPAREL DBA JOANN MARIE HYDER		Mens Soccer Supplies	335.34
P15-02044	WAWAK		Sewing Supplies for Fashion Students	240.86
P15-02045	LIGHTING SUPPLY, INC.	.	Light Bulbs PAC	125.06
P15-02046	COMMERCIAL RESTAURANT SERVICE		Repair of Cafeteria Heating Tray	281.95
P15-02047	KEENAN & ASSOCIATES		Fine Arts Insurance Premium	859.00
P15-02048	CHEFS' TOYS		Replacement Items for Student Use	998.79
P15-02049	TECHSMITH CORP		Purchase Snagit Software for Office Use	97.04
P15-02050	EMCOR/Mesa Energy Systems		Repair First Floor BSTIC Blower Motor	6,686.00
P15-02051	CAL BUILDING SYSTEMS		PIV Tamper Swch Damage Repair	662.60
P15-02052	TOWN & COUNTRY GLASS		Repair Broken at PE-400 and Bus Circle	2,450.00
P15-02053	CHEMGLASS LIFE SCIENCES LLC		Instructional Supplies - Rotavap Accessories	95.73
P15-02054	DECKER EQUIPMENT		Dolly, Panel Mover, Cabiner Mover	648.95
P15-02055	AUTOMOTIVE ELECTRONIC SERVICES		Replace EQ for Auto Tech	3,916.09
P15-02056	MOUNTAIN MEASUREMENT, INC. NCL EX PROGRAM REPORTS		NCLEX Reports Subscription	375.00
P15-02057	ULINE, INC.	.	Dmp Instructional Supplies, Gloves	210.44
P15-02058	LYNN YOUNG		FKCE Wksp Trainer	180.00
P15-02059	ARACELI TRUJILLO		FKCE Wksp Panelist	35.00
P15-02060	JENNIFER PENNER		FKCE Wksp Trainer	240.00
P15-02061	SIGN A RAMA		Signs	522.72
P15-02062	POSTMASTER	.	Keyboard Brochure	138.58
P15-02063	ROBBIE BRITT		Honorarium Fee for 9/11 Ceremony	250.00

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-02064	DIVERSIFIED BUSINESS SERVICES		Bic Klik Stik Pens	2,526.00
P15-02065	EDUCATIONAL GLOBAL TECHNOLOGI ES, INC. (EDGT)		Software for Nursing	200.00
P15-02066	MARK BORDELON		Blanket PO for Instructor's Estimated Spending	250.00
P15-02067	UC REGENTS UCLA CONFERENCE CEN TER		Great Teachers Seminar	11,340.00
P15-02068	WINDOW FILM DEPOT, INC.		Security Film for Gallery	595.00
P15-02069	TESORO HIGH SCHOOL MUSIC BO OSTERS		Advertising for Fine Arts	275.00
P15-02070	AUTONATION FORD TUSTIN		Invoice for Parts and Services	140.00
P15-02071	K 5600 LIGHTING, INC.	Bldg W/Com Arts	Repair of HMI Light Fixture	125.87
P15-02072	HONORS TRANSFER COUNCIL OF CA C/O MT. SAN ANTONIO COLLEGE		Membership Dues	120.00
P15-02073	SMART & FINAL		Supplies for Student Use in Fashion Classes	300.00
P15-02074	QUICK CAPTION		Contract Services for Quick Caption	42,000.00
P15-02075	CULLIGAN WATER CONDITIONING		Water Softener Rental, Culinary Arts	624.00
P15-02076	DANA WHARF SPORTFISHING		At-Sea Lab Boat Charter	2,400.00
P15-02077	WOLTERS KLUWER HEALTH		Health Career Readiness Textbooks for Students	1,182.11
P15-02078	CONSUMERS PIPE & SUPPLY CO.		Plumbing-copper tube,wrot	870.11
P15-02079	MERCK SHARP & DOHME		Merck Vaccine Purchase	941.00
P15-02080	IRVINE VALLEY COLLEGE BOOKSTOR E		Planners for Students in Coun 102 Class	3,560.76
P15-02081	SMITH-SHARPE FIRE BRICK SUPPLY		Advancer Kiln Shelves	14,884.80
P15-02082	BROADCAST SUPPLY WORLDWIDE	Bldg W/Com Arts	KSBR Replacement Audio Processor	10,088.82
P15-02083	SEHI PROCOMP COMPUTER PRODUCTS		Deliver to Village 3-03 Culinary Arts	1,419.06
P15-02084	ULINE, INC.		Dmp Instructional Supplies	320.54
P15-02085	MAIN GRAPHICS	SC WAREHOUSE	Stores Time Cards	134.84
P15-02086	ACADEMIC SENATE		Academic Senate Annual Membership Dues	4,665.60
P15-02087	PARKWAY LAWNMOWER SHOP		Billy Goat Parking Lot Sweeper	2,019.59
P15-02088	PARADISE BAKERY-MISSION VIEJO		Staff Training Workshop	330.75
P15-02089	WELLS FARGO #3317		Optical Lens Cleaners	120.74
P15-02090	FARNOOSH SORAYA		FKCE Wksp Trainer	240.00
P15-02091	SMARDAN SUPPLY - EL MONTE		Plumbing-fitting reducer, ball valve	212.76
P15-02092	FERGUSON ENTERPRISES, INC.		Plumbing-gusset, hot dam heat putty	105.47
P15-02093	PAUL GALLAGHER PGINET CONSULTI NG		DSN Website Development	20,000.00
P15-02094	SIMS TREE HEALTH SPEC., INC.		Quarterly Soil Testing of Athletic Fields	4,000.00
P15-02095	WHITE MECHANICAL INC		Replace Boiler/Venting - Corrects Installation	36,576.00
P15-02096	CARGO EQUIPMENT CORPORATION		Tie Downs for Heavy Trailer Loads	434.37

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-02097	PATON GROUP		Replacement Printer for Mfg	18,300.38
P15-02098	CDW-G COMPUTER CENTERS		Singlewire Telecom Informacast License Renewal	7,150.00
P15-02099	WAXIE SANITARY SUPPLY	SC WAREHOUSE	Stores Facial Tissue	335.34
P15-02100	MILLENNIUM BUSINESS SERVICES M arty Cohn	SC WAREHOUSE	District Letterhead Envelopes	3,373.57
P15-02101	STRATEGIC MOBILITY GROUP LLC	.	Barcode Wireless Scanners for Library	1,063.74
P15-02102	THE ADVISORY BOARD COMPANY		Advisory Board Membership	29,500.00
P15-02103	MAIN GRAPHICS	.	IVC Keyboard Brochure 2014	1,495.92
P15-02104	IRVINE HIGH SCHOOL AQUATIC BOO STER CLUB	.	Pay in Advance-Ad in Irvine High Water Polo Guide	75.00
P15-02105	VS ATHLETICS		Cross Country/Track & Field Supplies	395.89
P15-02106	BOUNDLESS NETWORK		Stylus Pens	5,695.60
P15-02107	POWERTRON BATTERY CO.	.	Batteries 12v 17ah	108.88
P15-02108	FISHER SCIENTIFIC		Multi Test System Rapid One System 20pk	684.30
P15-02109	GETTY IMAGES US, INC.	.	Graphics Department Image Subscription / 2 users	2,720.00
P15-02110	COMMERCIAL RESTAURANT SERVICE		Repair of Pizza Warmer	649.66
P15-02111	ALL THE KING'S FLAGS		Flag Pole Parts	606.85
P15-02112	CAROLINA KUSSOY	.	Reimbursement Workshop Supplies	400.00
P15-02113	PHOTOGRAPHY BY TONY KAWASHIMA , INC		Photography services	576.00
P15-02114	ALTERNATIVE DELIVERY SOLUTIONS		Prof Srvcs for Design-Build Procurement	273,000.00
P15-02115	VWR		Instructional Supplies - Chemicals	752.04
P15-02116	UNITED SCOPE LLC		Student Stereo Microscopes for Env. Studies	4,515.05
P15-02117	BSN SPORTS		Equipment Room Supplies	269.10
P15-02118	EASTBAY TEAM SPORTS		Mens Basketball Supplies	5,825.88
P15-02119	LIGHTNING TOOLS, LTD. 6 THE TE RRACE	.	Lightning Tools Maintenance Renewal 2014-2015	3,000.00
P15-02120	FACILITY DYNAMICS ENGINEERING CORPORATION	IVC Fine Arts	HVAC Upgrades & Interior Reno Proj	70,624.00
P15-02121	VITAL LINK EDUCATION AND BUS INESS CONSORTIUM		Vital Link Orange County	3,000.00
P15-02122	OC WEEKLY		Advertising	750.00
P15-02123	SEHI PROCOMP COMPUTER PRODUCTS		Toner for the Office	2,013.66
P15-02124	CAROLINA KUSSOY C/O IRVINE VAL LEY COLLEGE	.	Reimbursement Conference Meals	800.00
P15-02125	CA DEPT OF PARKS/RECREATION		Facility Fee for Volleyball Class	475.00
P15-02126	ORANGE COUNTY PUMP CORP		Pump for Small Pool	2,609.53
P15-02127	WELLS FARGO #1598	.	Business Cards/Envelopes	152.37
P15-02128	GUISELLE SCOTT		FKCE Wksp Monitor and Panelist	105.00
P15-02129	COAST FITNESS REPAIR SHOP		Fitness Equipment Repair	2,562.37
P15-02130	FISHER SCIENTIFIC		Instructional Supplies - Chemicals	2,128.28
P15-02131	SARGENT-WELCH LLC VWR INTERNAT IONAL COMPANY		Instructional Supplies - Chemicals	544.98

\*\*\* See the last page for criteria limiting the report detail.

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

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PO Number	Vendor Name	Loc	Description	Order Amount
P15-02132	DIV. OF THE STATE ARCHITECT ST ATE OF CALIFORNIA	SC FineArts Ren	DSA Review and Permit	25,507.72
P15-02133	SCANTRON CORPORATION		Scantron Forms	76.03
P15-02134	EASTBAY TEAM SPORTS		Mens Basketball Supplies cont'd	669.20
P15-02135	EASTBAY TEAM SPORTS		Mens Tennis Supplies	3,329.72
P15-02136	SPORTS WAREHOUSE TENNIS WAREHO USE		Tennis Supplies	688.95
P15-02137	FROMUTH TENNIS		Tennis Supplies	131.35
P15-02138	MAQUINSAL SEWING MACHINE CO.		Supplies for Fashion Students	508.50
P15-02139	MAQUINSAL SEWING MACHINE CO.		Replacement Equipment for Student Use	2,921.05
P15-02140	SANDY BARBA		FKCE Wksp Trainer	180.00
P15-02141	LAGUNA CLAY CO.		Clay	2,749.68
P15-02142	TUSTIN UNIFIED SCHOOL DISTRICT		Program Advisory Groups for AB86	20,000.00
P15-02143	STOUT & BURG ELECTRIC INC		Testing on Transformer	1,288.00
P15-02144	SIMS TREE HEALTH SPEC., INC.		Service for Hazardous/Disease Tree Assessment	10,000.00
P15-02145	MERRY L. KIM		Identification of EEU Courses	5,000.00
P15-02146	SEHI PROCOMP COMPUTER PRODUCTS		Printer Toner Cartridge for Dept. Printers	1,460.25
P15-02147	MF ATHLETIC COMPANY		Track & Field Supplies	1,980.66
P15-02148	NATIONAL KITCHEN & BATH ASSOC IATION (NKBA)		2014-2015 Membership Fee	1,100.00
P15-02149	STORMWIND STUDIOS		StormWind Subscription	19,615.00
P15-02150	MAIN GRAPHICS		Printing Masters for Future Business Cards Orders	1,677.93
P15-02151	JOHN TIMBERLAKE		Argosy Intern	3,332.34
P15-02152	BUDDY'S ALL STARS		Soccer Class Supplies	177.52
P15-02153	EASTBAY TEAM SPORTS		Men's & Women's Basketball Uniform Supplies	4,230.76
P15-02154	TNR TECHNICAL, INC.		Batteries	346.05
P15-02155	USA SCIENTIFIC		Mircocentrifuge Chemistry	2,410.60
P15-02156	SO CA REGIONAL TRANSIT TRAININ G CONSORTIUM		SCRTTC Membership 2014-2015	500.00
P15-02157	LEARNING BY DESIGN		Payment for Contract Serv. Consultant	14,781.25
P15-02158	EASTBAY TEAM SPORTS		Men's & Women's Tennis Uniform Supplies	3,889.02
P15-02159	RACHEL MANDERS		Reimb. for Deputy Sector Navigator Event	200.00
P15-02160	U.S. POSTAL SERVICE MISSION VI EJO POST OFFICE		Funds for Business Reply Mail	1,500.00
Total Number of POs			353	Total 2,479,093.89

## Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	330	1,141,283.78
12	Child Development Fund	2	438.78
40	Capital Outlay Fund	19	1,336,253.09
68	Self-Insurance Fund	2	1,118.24

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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Total	<u>2,479,093.89</u>
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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 09/10/2014 - 10/06/2014

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-01231	PENNY SKAFF	Director Training - Sacramento	796.08
RQ15-01780	WELLS FARGO #1606	Parts for Emergency electrical repairs in B100	486.00
RQ15-01921	PENNY SKAFF	2014 Strengthening Student Success conference	564.00
RQ15-01943	MARY ANSTADT	CCCAOE Conference	1,174.04
RQ15-01963	KEVIN M. DALLA BETTA	Workday Rising 2014 conf.	1,356.68
RQ15-01964	SASHIKO WEIDENKOPF	Workday Rising 2014	1,456.06
RQ15-01994	DR. DAVID BUGAY	Work Day Rising Conf.	1,098.20
RQ15-02176	SMART & FINAL	Cookie Tins	3,201.97
RQ15-02259	ANTHONY TENG	Cal. Com. Col. Ass'n for Occup Ed Conf.	695.00
RQ15-02264	WELLS FARGO #1598	Gold VIP renewal for ivcarts.biz 3yr	185.91
RQ15-02274	DENICE INCIONG	Student Success and Support Program training	587.14
RQ15-02280	WELLS FARGO #1606	Medical procedure book	166.86
RQ15-02297	TAMARA BOSTWICK	Cal. Com. Col. Ass'n Occupational. Ed Conf.	2,251.25
RQ15-02304	CORINE DOUGHTY	Cal. Com. Col. Ass'n Occupational. Ed Conf.	710.00
RQ15-02306	SOPHIE MILLER	Recognition awards	74.52
RQ15-02367	ARLEEN ELSEROAD	Student Success and Support Conf.	329.87
RQ15-02400	CANDIDATE	Candidate travel reimbursement	1,410.72
RQ15-02402	CANDIDATE	Candidate travel reimbursement	1,694.69
RQ15-02403	CAROL HILTON	Ass'n. of Chief Business Officials Conf.	838.95
RQ15-02408	ISABEL GUTIERREZ	CSU Counselor Conf - Fall 2014 - Isabel G. reimb.	138.00
RQ15-02413	KENT MADOLE	IVC Baseball coach/field irrigation expenses	239.04
RQ15-02428	PHILLIS KUCHARSKI	HWI Conference	422.69
RQ15-02453	WELLS FARGO #1598	Win RAT archiver for Tech Services	29.00
RQ15-02461	WILLIAM DAVIS	Higher Ed Threat Assmt. training reimb.	21.00
RQ15-02463	WILLIAM DAVIS	Training Reimb. for meals	16.00
RQ15-02464	KAREN MC NULTY	Reimbursement for scenic supplies	16.87
RQ15-02466	IRVINE VALLEY COLLEGE	Payment for ASG stickers for EOPS students	2,280.00
RQ15-02471	GINA LaMONICA	Calif. Comm. Col. Assn for Occupational Ed. Conf	1,366.25
RQ15-02479	WELLS FARGO #3317 (DISTRICT)	Refreshments for board meeting	425.00
RQ15-02482	TOM BURROWS	Reimbursement for the purchase of glassware	207.07
RQ15-02494	KENNETH HARER	Patrol Rifle Course Training	475.00
RQ15-02501	LAKOW, TONI	Workday Rising Conf. Training	1,578.49
RQ15-02502	FRANCES MILLER	Workday Rising Conf. Training	1,578.49
RQ15-02505	ESTER GRAHAM	Ass'n of HR Chief Official Conf.	1,134.00
RQ15-02508	LA NELL PEEBLES	Ass'n of HR Chief Official Conf.	1,134.00
RQ15-02513	STEVE WEIBEL	Patrol Rifle Course training	475.00
RQ15-02516	S & B FOODS CATERING DIVISION	Breakfast for Fall 2014 EOPS/CARE advisory mtg	187.65
RQ15-02532	KAREN MARTIN	4C's Conference	603.78
RQ15-02536	AMANDA ROMERO	CCCAOE Los Angeles 2014	1,087.50
RQ15-02539	MICHAEL JAMES	Reimbursement for conference	38.93
RQ15-02551	SO. ORANGE CO. COMM. COL.DIST	R2T4 Fall 2014	2,242.00
RQ15-02552	SANDRA MALAGON	Reimbursement for food for meeting	270.50
RQ15-02553	PENNY SKAFF	Reimbursement	63.49
RQ15-02555	ANASTASIA VENDROVSKY	Ass'n of HR Chief Official Conf.	1,084.00
RQ15-02564	LAKOW, TONI	Ass'n of HR Chief Official Conf.	1,184.00
RQ15-02565	TEDDI LORCH	Ass'n of HR Chief Official Conf.	1,134.00
RQ15-02569	IRVINE VALLEY COLLEGE	Phi Theta Kappa Membership paid for EOPS student	85.00

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Includes 09/10/2014 - 10/06/2014

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-02572	ERNEST HACKMON	Council for Advancement and Support of Ed. Conf.	1,500.00
RQ15-02573	WILLIAM HEWITT	Council for Advancement and Support of Ed. Conf.	1,500.00
RQ15-02575	NICHOLAS SCHMIDT	Conference Child Ed	1,000.00
RQ15-02577	DR. CRAIG JUSTICE	Cal. Comm. Col. Chief Inst. Officers Conf.	610.00
RQ15-02587	S & B FOODS	2014 State of the College breakfast - catering	1,396.98
RQ15-02589	BRUCE HAGAN	Workday Rising Conference	1,518.36
RQ15-02594	TIA LOONEY	9/11 flowers	18.35
RQ15-02596	EILEEN ANDERSON	Reimbursement for fabrics for classroom boards.	46.95
RQ15-02600	S & B FOODS CATERING DIVISION	Mega Outreach event	787.48
RQ15-02604	GLENN ROQUEMORE	Com. Col. League of Cal 2014 Conv	964.26
RQ15-02619	WELLS FARGO #3317 (DISTRICT)	Lunch for Solar Decathlon meeting	38.35
RQ15-02637	SANDY JEFFRIES	Leader conference	55.00
RQ15-02639	ANDREA MC GINLEY	Cal. Ass'n of Student Financial Admin Conf,	557.18
RQ15-02641	TIMOTHY JEMAL	O.C. Business Council Breakfast	85.00
RQ15-02642	PRENDERGAST, T. J.	O.C. School Board Ass'n Meeting	32.00
RQ15-02643	TIMOTHY JEMAL	O.C. School Board Ass'n Meeting	32.00
RQ15-02645	JIM WRIGHT	O.C. School Board Ass'n Meeting	32.00
RQ15-02646	NANCY PADBERG	O.C. School Board Ass'n Meeting	32.00
RQ15-02656	CHRISTIAN ALVARADO	Strengthening Stud.Success Conf	475.00
RQ15-02663	ARLEEN ELSEROAD	Cal. Com. College Academic Dean's Retreat	127.21
RQ15-02665	SKY PHILLIPS	Supplementals/Supplies	45.19
RQ15-02666	DR. CRAIG JUSTICE	CCCCIO conference 9/16-9/18/14	912.13
RQ15-02681	NATALIE J. TIMPSON	Cal. Ass'n of Student Financial Admin Conf,	532.18
RQ15-02687	MARK ZANDONELLA	Conf for Zandonella	1,255.00
RQ15-02688	WILL GLEN	Cal. Col. Univ. Police Chiefs Conf.	300.00
RQ15-02689	WELLS FARGO #1598	BitDefender for Tech Services	89.95
RQ15-02698	LORI PARRA	Cal. Com. Col. Ext. OP. Prog. Semice Conf.	1,050.00
RQ15-02703	WELLS FARGO #1598	Field Trip Supplies	300.00
RQ15-02704	WELLS FARGO #1598	Postcards for Mega Outreach event	244.09
RQ15-02707	UC REGENTS UCLA CONFERENCE CENTER	Great Teachers Seminar	11,340.00
RQ15-02715	MARYAM AZARY	UC Counselor's conf attendance	50.00
RQ15-02716	MARYAM AFSHARI	UC Counselor's Conf attendance	50.00
RQ15-02717	MARIANA DESARACHO	UC Counselor's Conf attendance	50.00
RQ15-02718	SHARON NUSSENBAUM	UC Counselor's Conf attendance	50.00
RQ15-02719	JAN VENTURA	UC Counselor's Conf attendance	50.00
RQ15-02720	SARAH CHANG	UC Counselor's Conf attendance	50.00
RQ15-02731	WELLS FARGO #1598	Hard drive for video files	151.19
RQ15-02737	COURTNEY RICE	Health Workforce Initiative Conference	157.49
RQ15-02741	PACIFIC COACHWAYS	Bus for Emeritus Field Trip	883.73
RQ15-02742	WELLS FARGO #1606	Refreshments for faculty event	200.00
RQ15-02745	DAVID BUGAY	Ass'n of Chief HR Res. Officers conf.	1,274.37
RQ15-02746	WELLS FARGO #1606	Wireless keyboard	100.00
RQ15-02747	DANIEL J. PREDOEHL	Reimbursement instructional supplies Fall 2014	42.12
RQ15-02752	TOD A. BURNETT	CCLC Conference 2014 / Rancho Mirage, CA	1,215.00
RQ15-02754	JANE ROSENKRANS	Staff Training Workshop	30.00
RQ15-02766	CLAIRE TRACEY	Cal. Ass'n of Student Financial Admin Conf,	557.18
RQ15-02774	WELLS FARGO #3317 (DISTRICT)	Pinnacle Promotions	127.09

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Includes 09/10/2014 - 10/06/2014

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-02775	WELLS FARGO #3317 (DISTRICT)	Name Badges Inc	51.97
RQ15-02784	ALINDE HERRON	Replacement of Textiles DVD	81.90
RQ15-02788	ADAM NAVARRO	ConfReimb-2014 PSCFA Coaches Conference	510.24
RQ15-02789	HEIDI M. OCHOA	ConfReimb-2014 PSCFA Coaches Conference	515.84
RQ15-02790	LUCAS OCHOA	ConfReimb-2014 PSCFA Coaches Conference	94.00
RQ15-02791	SHAWN O'ROURKE	ConfReimb-2014 PSCFA Coaches Conference	515.84
RQ15-02792	LARRY RADDEN	ConfReimb-2014 PSCFA Coaches Conference	500.16
RQ15-02795	JAYNE KLUNDER	ConfReimb-UC Counselor-Cmty College Track	105.79
RQ15-02796	ASMITA BHAKTA	ConfReimb-AmerSociety for ClinicalPathology	582.00
RQ15-02797	VALERIE GELLER	ConfReimb-Intl Violin Competition	600.00
RQ15-02798	HIROMI TAKIZAWA	ConfReimb-ArtistLecture/Exhibition	600.00
RQ15-02800	JANINE O'BUCHON	ConfReimb-Neurological Emergencies	231.95
RQ15-02802	SAFIAH MAMOON	ConfReimb-American Health Information Mgmt Assn	2,610.45
RQ15-02803	JAYNE KLUNDER	ConfReimb-CSU Community College Counselor	111.30
RQ15-02804	DEB WATT	ConfReimb-CSU Community College Counselor	139.24
RQ15-02805	VITO-LEONARDO SCAROLA	ConfReim-Society of IllustratorsEducatorsSymposium	1,200.00
RQ15-02806	RICK REESE	ConfReim-Society of IllustratorsEducatorsSymposium	1,200.00
RQ15-02807	SCOTT FREDRICKSON	ConfReimb-Natl Assn Cmty College Entrepreneurship	1,150.00
RQ15-02808	LISA INLOW	ConfReimb-Natl Assn Cmty College Entrepreneurship	831.75
RQ15-02809	CLIFFORD MEYER	ConfReimb-CA Automotive Teachers	190.00
RQ15-02810	AMIRA WEGENEK	ConfReimb-Southern CA Teaching of Psychology	343.17
RQ15-02811	STEVE CRAMPTON	ConfReimb-So CA American Society for Microbiology	235.00
RQ15-02812	CAROL BANDER	ConfReimb-CATESOL 45th Annual	1,057.68
RQ15-02813	RONI LEBAUER	ConfReimb-CATESOL 45th Annual	1,066.00
RQ15-02814	MICHAEL BENNETT	ConfReimb-California Physical Therapy Association	1,199.99
RQ15-02815	ANNE LAWSON	ConfReimb-Natl League Nursing/Elsevier Technology	1,200.00
RQ15-02817	MONICA FRIEDRICH	ConfReimb-So CA American Society for Microbiology	229.96
RQ15-02818	CONNIE KIHYET	ConfReimb-AmerCouncil on Teaching ForeignLanguages	1,200.00
RQ15-02819	CARRIE GOULDING	ConfReimb-Strengthening Student Success	400.00
RQ15-02821	ARLENE THOMAS	Reimbursement for instructional supplies	66.94
RQ15-02822	CHRISTIAN ALVARADO	Cal. Ass'n Stu. Fin. Aid. Amin. Conf.	557.18
RQ15-02823	KIM REZVANI	Cal. Ass'n Stu. Fin. Aid. Amin. Conf.	557.18
RQ15-02824	JAVIER WILLIAMS	Cal. Ass'n Stu. Fin. Aid. Amin. Conf.	1,081.04
RQ15-02826	RUTH HIGGINS	Financial Aid Conference	1,503.87
RQ15-02827	MAQUINSAL SEWING MACHINE CO.	Machine repairs for all sewing machines	1,027.28
RQ15-02834	BLAKE STEPHENS	Reimburse for supplies for Arch classes	86.40
RQ15-02837	ALBO, JANE	Specialty/add'l grocery items for student use.	5.97
RQ15-02838	LISA INLOW	Specialty/add'l grocery items for student use.	12.53
RQ15-02841	TERENCE NELSON	Nat'l. Ass'n of Veterans Administrators Conf.	2,164.76
RQ15-02842	ANTHONY HUNTLEY	Reimbursement for purchase of fruit for Bio 3B	31.42

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Includes 09/10/2014 - 10/06/2014

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-02849	SADDLEBACK BOOKSTORE - #296 FOLLETT HIGHER EDUCATION GROUP	T-Shirts	121.69
RQ15-02860	RAJANPAL DHILLON	Reimbursement for pallet jack parts	87.63
RQ15-02865	LORCH, TEDDI	West. Reg. Intergovernmental Pers. Assess. Conf.	225.00
RQ15-02871	DR. DAVID BUGAY	Administrator Conference reimbursement	394.70
RQ15-02877	WELLS FARGO #3317 (DISTRICT)	Employment verification	10.00
RQ15-02886	WELLS FARGO #2413 ASG-SBC	Office Supplies	213.76
RQ15-02896	JOSE DELGADO	Reimbursment for large prints	19.44
RQ15-02909	KARIMA FELDHUS	CA Community College Deans Retreat	45.00
RQ15-02921	BRIAN MONACELLI	Purchase of Blu Ray Discs	6.47
RQ15-02922	THOMAS L. SMITH	Reimburse for supplies for Casting class	90.58
RQ15-02925	CHRISTINE FRIEND	Setting the Stage for Student Success Conf.	415.20
RQ15-02936	JANE HORLINGS	Reimbursement for Student Incentive Awards	87.99
RQ15-02942	WELLS FARGO #1598	Godaddy.com domain name renewal inside.ivc.edu	89.99
RQ15-02944	ROXANNE METZ	Workforce Inovation and Opp. Conf.	967.39
RQ15-02947	DON BUSCHE	Reimbursement for Cell Phone Use	231.36
RQ15-02951	LAGUNA GRAPHIC ARTS, INC.	Business Cards - Carillo	51.12
RQ15-02967	ROSIE AGUILAR	American Payroll Ass'n. Conf.	491.00
RQ15-02973	RAJANPAL DHILLON	Reimbursement for ultrasonic detector part	171.74
RQ15-03030	LYNETTE BERK	Expense reimbursement	11.86
		<b>Total</b>	<b>153</b>
			<b>100,090.24</b>

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Fund Summary			
Fund	Description	Requisition Count	Amount
01	General Fund	146	91,457.01
12	Child Development Fund	1	46.95
40	Capital Outlay Fund	6	8,586.28
Total		153	<u>100,090.24</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: Transfer of Budget Appropriations

**ACTION:** Ratify

---

### **BACKGROUND**

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

### **STATUS**

For the current reporting period ending September 30, 2014, and in accordance with Administrative Regulation 3101, the Transfer of Budget Appropriations are summarized on EXHIBIT A and presented for ratification.

### **RECOMMENDATION**

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

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**TRANSFER OF BUDGET APPROPRIATIONS SUMMARY**

**For the period 09-01-14 to 09-30-14**

**General Fund**

<b><u>Account</u></b>	<b><u>Description</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
1000	Academic Salaries		\$75,792
2000	Classified Salaries	\$287,844	
3000	Fringe Benefits		\$31,056
4000	Books and Supplies		\$22,997
5000	Other Operating Expenses & Services		\$66,090
6000	Capital Outlay		\$95,909
7000	Other Outgo	\$4,000	
<b>Total Transfers - General Fund</b>		<b>\$291,844</b>	<b>\$291,844</b>

<b>Total Transfers</b>	<b>\$291,844</b>	<b>\$291,844</b>
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**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Payment of Bills  
**ACTION:** Approval

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**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. 185432 through 186417 processed through the Orange County Department of Education, totaling \$7,373,479.66; and Checks No. 011267 through 011290 processed through Saddleback College Community Education, totaling \$27,917.02; and Checks No. 009308 through 009322, processed through Irvine Valley College Community Education, totaling \$317,910.02 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 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
185432	09/11/2014	AT & T MOBILITY	33.42
185433	09/11/2014	FRANCHISE TAX BOARD WITHHOLDING SERVICES	1,641.00
185434	09/11/2014	WELLS FARGO #1598	2,752.44
		Unpaid Sales Tax	28.79
		Expensed Amount	2,781.23
185435	09/11/2014	WELLS FARGO #1606	5,630.34
185436	09/11/2014	WELLS FARGO #3317	3,304.81
		Unpaid Sales Tax	66.78
		Expensed Amount	3,371.59
185437	09/11/2014	WELLS FARGO #3317	276.36
185438	09/12/2014	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	24,877.65
185439	09/12/2014	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	25,663.10
185440	09/12/2014	ACHRO/EEO ATTN: RUTH CORTEZ	200.00
185441	09/12/2014	ACSIG/EDGE	147,423.01
185442	09/12/2014	ACSIG/EDGE	45,488.66
185443	09/12/2014	DAVID E. ANDERSON, JR.	131.60
185444	09/12/2014	MARY ANSTADT	76.75
185445	09/12/2014	ASICS	1,603.20
185446	09/12/2014	AT & T	138.34
185447	09/12/2014	AT&T	13.14
185448	09/12/2014	B & H PHOTO VIDEO REMITTANCE PROCESSING	4,702.00
		Unpaid Sales Tax	376.16
		Expensed Amount	5,078.16
185449	09/12/2014	JOYCE BARTLOMAIN	32.67
185450	09/12/2014	ANTHONY BERG	135.27
185451	09/12/2014	ANN BUCKLEY	45.36
185452	09/12/2014	CARRILLO, KEEFE	54.77
185453	09/12/2014	CCCAOE	495.00
185454	09/12/2014	JESSICA M. CHA	128.96
185455	09/12/2014	SCOTT A. COKELY	160.00
185456	09/12/2014	NATALIE COONEY	116.26
185457	09/12/2014	FRIENDS OF FULLERTON ARBORETUM	240.00
185458	09/12/2014	MELISSA DOBCZYK	21.84
185459	09/12/2014	DURDELLA, CAROLINE	131.16
185460	09/12/2014	MICHAEL ENGELS	640.20
185461	09/12/2014	FEOKTISTOVA, MARIA	45.36
185462	09/12/2014	FRAZIER, SARA	181.44
185463	09/12/2014	TONI FUENTES	45.36
185464	09/12/2014	GRACE GARCIA	36.57
185465	09/12/2014	GCCCD AUXILIARY ANN DURHAM, HWI DIR.	75.00
185466	09/12/2014	BRUCE GILMAN	603.43
185467	09/12/2014	DAVID GONZALEZ	157.82
185468	09/12/2014	GONZALEZ-DELGADO, VIANNEY	71.12
185469	09/12/2014	ESTER GRAHAM	45.36
185470	09/12/2014	HAIR CALIFORNIA BEAUTY ACADEMY	17,443.49
185471	09/12/2014	HAITBRINK ASPHALT PAVING, INC.	2,285.00
185472	09/12/2014	GEORGE T. HALL	7,420.04
185473	09/12/2014	HANDLERY HOTEL & RESORT	256.51

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Check Number	Check Date	Pay to the Order of	Check Amount
185474	09/12/2014	HARDY DIAGNOSTICS	168.00
185475	09/12/2014	KIMBERLEY J. HARVIE	35.00
185476	09/12/2014	RUBY HAZZARD	30.24
185477	09/12/2014	PATTY HELTON	38.64
185478	09/12/2014	STEPHEN HULSEY	80.00
185479	09/12/2014	AMY HUNTER	269.50
185480	09/12/2014	THE L.A. HOTEL DOWNTOWN	379.04
185481	09/12/2014	HYATT LEGAL	7,660.90
185482	09/12/2014	INGARDIA BROTHERS PRODUCE, INC.	573.58
185483	09/12/2014	INTERCOLLEGIATE TENNIS ASSOC. MEMBERSHIP DEPARTMENT	350.00
185484	09/12/2014	INTERMOUNTAIN LOCK & SECURITY SUPPLY, INC.	3,558.32
185485	09/12/2014	IRVINE HIGH SCHOOL FOOTBALL	250.00
185486	09/12/2014	IRVINE PIPE & SUPPLY	358.63
185487	09/12/2014	IRVINE VALLEY COLLEGE BOOKSTORE No. 895	3,450.00
185488	09/12/2014	EFAX CORPORATE c/o J2 GLOBAL, INC.	168.30
185489	09/12/2014	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	2,226.00
185490	09/12/2014	MICHELLE JACKSON	73.41
185491	09/12/2014	MICHAEL JAMES	50.20
185492	09/12/2014	MICHAEL JAMES	122.37
185493	09/12/2014	BILL JAY	8.72
185494	09/12/2014	TIMOTHY JEMAL	57.83
185495	09/12/2014	BICHTUYEN JENSEN	15.12
185496	09/12/2014	JIST WORKS, INC.	7,780.92
185497	09/12/2014	JOHNSON FLOORING, INC.	6,500.00
185498	09/12/2014	JOHNSTONE SUPPLY	371.39
185499	09/12/2014	KELE INC.	218.85 *
Reissued on 09/24/2014, Cancel Register # AP09242014A			
185500	09/12/2014	KELLEY, KAREN	25.35
185501	09/12/2014	KELLY PAPER	176.86
185502	09/12/2014	DEBRA KERR	98.76
185503	09/12/2014	ERIN KIM	35.00
185504	09/12/2014	KIMBALL OFFICE KIMBALL INT'L.	13,555.55
185505	09/12/2014	MORITAKA KINA	160.00
185506	09/12/2014	KOROSEAL INTERIOR PRODUCTS GRP	525.63
185507	09/12/2014	GINA LaMONICA	122.36
185508	09/12/2014	SHARON LANDIS	480.00
185509	09/12/2014	DAVID B. LANG	16.78
185510	09/12/2014	LAURA'S INT PLANTSCAPE SERV	290.72
185511	09/12/2014	LAWNMOWERS ETC., LLC	504.93
185512	09/12/2014	LEARNING ZONE	89.90
Unpaid Sales Tax			6.40
Expensed Amount			96.30
185513	09/12/2014	LEWIS, DIANE	334.78
185514	09/12/2014	LEXI-COMP CHICAGO LOCKBOX 62456	2,175.00
185515	09/12/2014	LIFETIME MEMORY PRODUCTS, INC.	2,023.92
185516	09/12/2014	GLENDA LINDAHL	4.74
185517	09/12/2014	LOOMIS, FARGO & COMPANY	597.53
185518	09/12/2014	LORCH, TEDDI	45.36

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Check Number	Check Date	Pay to the Order of	Check Amount
185519	09/12/2014	LUCK'S MUSIC LIBRARY	114.37
185520	09/12/2014	CHARISSE LYSEIGHT	420.00
185521	09/12/2014	MARCO MADARIAGA	45.09
185522	09/12/2014	MAGNUS HEALTH, LLC.	1,000.00
185523	09/12/2014	MAIN GRAPHICS	4,815.10
185524	09/12/2014	NICOLE MAJOR	84.23
185525	09/12/2014	CAMARENA, SANDRA	67.64
185526	09/12/2014	LORI MANGELS	181.44
185527	09/12/2014	IRVINE MARRIOTT HOTEL	3,317.31
185528	09/12/2014	IRVINE MARRIOTT HOTEL	3,397.66
185529	09/12/2014	IRVINE MARRIOTT HOTEL	3,317.31
185530	09/12/2014	MC KESSON MEDICAL SURGICAL	5,139.83
185531	09/12/2014	ROXANNE METZ	225.26
185532	09/12/2014	MICROSOFT CORPORATION	97.18
185533	09/12/2014	MILLENNIUM BUSINESS SERVICES Marty Cohn	91.80
185534	09/12/2014	FRANCES MILLER	25.76
185535	09/12/2014	MILLER, JANET L.	24.26
185536	09/12/2014	ANNA MINNIECE	10.53
185537	09/12/2014	MOORE MEDICAL, LLC	727.19
185538	09/12/2014	MOULTON-NIGUEL WATER DIST.	10,325.04
185539	09/12/2014	O'MEARA, MICHAEL	15.12
185540	09/12/2014	OAK CREEK GOLF CLUB	3,110.00
185541	09/12/2014	JOHN OZUROVICH	143.86
185542	09/12/2014	NANCY PADBERG	14.76
185543	09/12/2014	LA NELL PEEBLES	15.12
185544	09/12/2014	SANDRA POPE	105.84
185545	09/12/2014	PRENDERGAST, T. J.	82.88
185546	09/12/2014	DONNA PRIBYL	23.60
185547	09/12/2014	PRUDENTIAL INSURANCE COMPANY OF AMERICA	28,844.23
185548	09/12/2014	PRUDENTIAL INSURANCE COMPANY OF AMERICA	16,259.18
185549	09/12/2014	DONNA RANE-SZOSTAK	116.66
185550	09/12/2014	TAMERA RICE	116.66
185551	09/12/2014	JAMES ROGERS	207.16
185552	09/12/2014	GLENN ROQUEMORE	133.00
185553	09/12/2014	RP GROUP c/o MEETINGWISE LLC	400.00
185554	09/12/2014	RP GROUP c/o MEETINGWISE LLC	400.00
185555	09/12/2014	RP GROUP c/o MEETINGWISE LLC	400.00
185556	09/12/2014	SAFEWAY, INC.	9.31
185557	09/12/2014	SAN DIEGO GAS & ELECTRIC	1,893.84
185558	09/12/2014	LOUIS SESSLER	143.12
185559	09/12/2014	SHAREPOINT EXPERTS, INC.	556.00
185560	09/12/2014	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,421,180.00
185561	09/12/2014	SMART & FINAL	3,201.97
185562	09/12/2014	SOUTHERN CALIFORNIA EDISON CO.	3,966.88
185563	09/12/2014	SOUTHERN CALIFORNIA EDISON CO.	217.51
185564	09/12/2014	TIM SOHN	33.38
185565	09/12/2014	PARISA SOLTANI	50.00
185566	09/12/2014	MATT SUAREZ	55.24
185567	09/12/2014	THOMAS TORCIVIA	112.73

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
185568	09/12/2014	UNIFORM HEADQUARTERS, INC. dba KEYSTONE UNIFORM DEPOT	110.13
185569	09/12/2014	UNUM LIFE INSURANCE COMPANY	3,213.50
185570	09/12/2014	UNUM LIFE INSURANCE COMPANY	1,437.73
185571	09/12/2014	UNITED BEHAVIORAL HEALTH U.S. BEHAVIORAL HEALTH PLAN	3,298.68
185572	09/12/2014	JEFFREY T. VOGEL	422.40
185573	09/12/2014	LISA ANH H WANG	45.36
185574	09/12/2014	CHRISTOPHER WILKINSON	111.66
185575	09/12/2014	JIM WRIGHT	108.38
185576	09/12/2014	YOUNG PROFESSIONALS LEADERSHIP SUMMIT	2,500.00
185577	09/12/2014	RAZAVI-ARJMAND, SHAHRIAR	5,468.49
185578	09/12/2014	ALTERNATIVE DELIVERY SOLUTIONS	5,920.00
185579	09/12/2014	AMAZON WEB SERVICES INC	360.92
185580	09/12/2014	DENISE AVILES	15.12
185581	09/12/2014	BRAVO SIGN & DESIGN	4,298.56
185582	09/12/2014	CARVIN, INC.	596.28
185583	09/12/2014	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	15,271.75
185584	09/12/2014	CITY OF TUSTIN ATTN: ACCOUNTS RECEIVABLE	550.00
185585	09/12/2014	COLLEGESOURCE, INC.	1,837.50
185586	09/12/2014	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	20,483.68
185587	09/12/2014	DSE ARCHITECTURE, INC.	704.66
185588	09/12/2014	ENAMIX, INC.	28,380.90
185589	09/12/2014	ENVIRON INTERNATIONAL CORP.	1,869.84
185590	09/12/2014	FACILITIES PLANNING & PROGRAM SERVICES, INC	5,700.00
185591	09/12/2014	BRUCE HAGAN	45.36
185592	09/12/2014	HMC ARCHITECTS	12,000.00
185593	09/12/2014	HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES	22,750.00
185594	09/12/2014	I3 SOLUTIONS C/O IDEN SADEGHIEH	13,750.00
185595	09/12/2014	GEORGE P. JOHNSON RE: WORKDAY RISING	375.00
185596	09/12/2014	KIMBALL OFFICE KIMBALL INT'L.	17,068.32
185597	09/12/2014	SAN FRANCISCO MARRIOTT MARQUIS	1,060.29
185598	09/12/2014	SAN FRANCISCO MARRIOTT MARQUIS	1,060.29
185599	09/12/2014	NIMBLE CONSULTING	8,875.00
185600	09/12/2014	NINYO & MOORE	1,374.00
185601	09/12/2014	PARSONS BRINCKERHOFF, INC.	4,000.00
185602	09/12/2014	PUBLIC ECONOMICS, INC.	1,937.50
185603	09/12/2014	S & B FOODS CATERING DIVISION	256.89
185604	09/12/2014	SCHOOLSIN	2,857.75
Unpaid Sales Tax			205.02
Expensed Amount			3,062.77
185605	09/12/2014	SIERRA-CEDAR, INC.	11,030.52
185606	09/12/2014	SYNERGY SOFTWARE SOLUTIONS	5,700.00
185607	09/12/2014	TODD'S INSPECTION TESTING SERV TODD ROBINSON	14,583.00
185608	09/12/2014	TRANE	11,362.00
185609	09/12/2014	TYR	12,600.00
185610	09/12/2014	WORKDAY INC	2,275.00

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Check Number	Check Date	Pay to the Order of	Check Amount
185611	09/12/2014	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	1,130.68
185612	09/12/2014	ACSIG/EDGE	23,104.22
185613	09/12/2014	ACSIG/EDGE	5,729.54
185614	09/12/2014	SISC III HEALTH BENEFITS    ACCOUNTS RECEIVABLE	318,241.00
185615	09/15/2014	AAA ELECTRIC MOTOR SALES	40.99
185616	09/15/2014	AIR SOURCE INDUSTRIES, INC.	247.80
185617	09/15/2014	AIRGAS SAFETY, INC.	317.54
185618	09/15/2014	AMTECH ELEVATOR SERVICES	50,480.00
185619	09/15/2014	ARROWHEAD MOUNTAIN SPRING    WATER CO.	21.09
185620	09/15/2014	ARROWHEAD MOUNTAIN SPRING    WATER CO.	15.00
185621	09/15/2014	BAKER & TAYLOR	42.73
185622	09/15/2014	ROBERT G. BOSANKO II	18.69
185623	09/15/2014	BSN SPORTS	312.00
185624	09/15/2014	CINTAS CORPORATION	134.00
185625	09/15/2014	DSE ARCHITECTURE, INC.	696.79
185626	09/15/2014	EASTBAY, INC DEPT 978835	12,463.26
185627	09/15/2014	ECONOMIC ALTERNATIVES, INC.	752.50
185628	09/15/2014	MT. SAN ANTONIO COLLEGE    AQUATICS	400.00
185629	09/15/2014	MT. SAC AQUATICS            ATTN MARC RUH	450.00
185630	09/15/2014	NEWPORT CORP.	1,053.31
185631	09/15/2014	OFFICE MAX INCORPORATED	6,331.89
185632	09/15/2014	PIANO SHOWCASE	328.45
			Unpaid Sales Tax                      23.08
			Expensed Amount                      351.53
185633	09/15/2014	QUALITY INN STOCKTON	1,343.84
185634	09/15/2014	ANTIMITE TERMITE & PEST CNTRL	1,052.00
185635	09/15/2014	FENTRISS WINN	828.00
185636	09/15/2014	OFFICE MAX INCORPORATED	8.30
185637	09/15/2014	C.E.M. LAB CORP.            CIVIL ENGINEERING MATERIAL LAB	61,789.50
185638	09/16/2014	JACQUELINE BRATHWAITE	1,410.72
185639	09/16/2014	DON BUSCHE	117.92
185640	09/16/2014	CARQUEST AUTO PARTS	69.10
185641	09/16/2014	CCCWBCA                      MATT BORCHERT, TREASURER	200.00
185642	09/16/2014	CIWEA                          ATTN: SALLY CARDENAS	200.00
185643	09/16/2014	MIKE COLLINS	2,151.89
185644	09/16/2014	COMPUTERLAND	325.00
185645	09/16/2014	DirecTV	1,322.89
185646	09/16/2014	DS SERVICES OF AMERICA, INC    SPARKLETTS	36.00
185647	09/16/2014	DUNN-EDWARDS CORPORATION	456.95
185648	09/16/2014	EBERHARD EQUIPMENT	67.12
185649	09/16/2014	EWING IRRIGATION PRODUCTS	422.65
185650	09/16/2014	FACILITIES PLANNING & PROGRAM SERVICES, INC	4,510.00
185651	09/16/2014	FEDERAL EXPRESS	76.70
185652	09/16/2014	FISHER SCIENTIFIC	347.21
185653	09/16/2014	FLORENCE FILTER CORP.	4,381.38
185654	09/16/2014	FREEWAY AUTO SUPPLY	72.32
185655	09/16/2014	DEBORAH FRICKE	120.00

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Check Number	Check Date	Pay to the Order of	Check Amount
185656	09/16/2014	HAREPOINT	576.00
185657	09/16/2014	OFFICE MAX INCORPORATED	24,409.58
185658	09/16/2014	SHELL FLEET CARD SERVICES PROCESSING CENTER	4,170.75
185659	09/16/2014	OFFICE MAX INCORPORATED	558.27
185660	09/17/2014	AMERICAN ASSOCIATION OF COMMUNITY COLLEGES	12,626.00
185661	09/17/2014	AARDVARK CLAY AND SUPPLIES	6,970.62
185662	09/17/2014	ACCREDITATION COMMISSION FOR EDUCATION IN NURSING INC	2,625.00
185663	09/17/2014	ACTION DUCT CLEANING CO.	2,100.00
185664	09/17/2014	ADCLUB ADVERTISING SERVICE	895.00
185665	09/17/2014	AERA ENGINE REBUILDERS ASSN.	708.00
185666	09/17/2014	ALLIEDBARTON SECURITY SERVICES	2,222.56
185667	09/17/2014	AMER ACCOUNTING ASSOCIATION	250.00
185668	09/17/2014	APPLE COMPUTER INC.	167.24
185669	09/17/2014	ARAMARK UNIFORM SERVICES, INC	220.51
185670	09/17/2014	ARMSTRONG TOOL & SUPPLY CO.	1,020.78
185671	09/17/2014	AVENTURA SAILING ASSOC.	123.63
185672	09/17/2014	B & M LAWN AND GARDEN CENTER	5,104.08
185673	09/17/2014	BATTERY SYSTEMS OF ANAHEIM	900.49
185674	09/17/2014	BAY CLUB HOTEL & MARINA	182.24
185675	09/17/2014	BEACON INDUSTRIES, INC. dba BEAR CLAW	3,753.24
		Unpaid Sales Tax	269.30
		Expensed Amount	4,022.54
185676	09/17/2014	BESAFE TECHNOLOGIES, INC.	738.15
185677	09/17/2014	BIO-RAD LABORATORIES, INC. LIFE SCIENCE GROUP	789.46
185678	09/17/2014	BIODYNAMICS CORPORATION	128.00
		Unpaid Sales Tax	9.36
		Expensed Amount	137.36
185679	09/17/2014	BLICK ART MATERIALS	1,100.07
185680	09/17/2014	BLUE LABEL BATTERY INC	812.16
185681	09/17/2014	BOUNDTREE MEDICAL	1,479.56
185682	09/17/2014	BROWN'S PARTSMaster INC	4,328.22
		Unpaid Sales Tax	346.26
		Expensed Amount	4,674.48
185683	09/17/2014	BUDDY'S ALL STARS	460.52
185684	09/17/2014	KRISTEN BUSH	455.00
185685	09/17/2014	ADN DIRECTORS OF SO. CAL. C/O DR. KAREN COWELL	100.00
185686	09/17/2014	GCCCD AUXILIARY ANN DURHAM, HWI DIR.	75.00
185687	09/17/2014	ADVANCED OFFICE SERVICES IMAGING PLUS	49.34
185688	09/17/2014	LIEBERT CASSIDY WHITMORE	29,634.46
185689	09/17/2014	MC CALL PATTERNS	114.00
		Unpaid Sales Tax	9.12
		Expensed Amount	123.12
185690	09/17/2014	TUKAWEB, INC.	2,472.00
185691	09/17/2014	BCH WATERWORKS	135.00
185692	09/17/2014	COLLEGESOURCE, INC.	3,150.00
185693	09/17/2014	DATA CLEAN CORPORATION	880.00
185694	09/17/2014	DLR GROUP	10,595.00

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Check Number	Check Date	Pay to the Order of	Check Amount
185695	09/17/2014	C.W. DRIVER CONTRACTORS INC.	1,465,456.00
185696	09/17/2014	DVV ASSOCIATES, INC.	3,250.00
185697	09/17/2014	ENAMIX, INC.	26,980.00
185698	09/17/2014	EPD SOLUTIONS, INC.	405.00
185699	09/17/2014	KINSMAN CONSTRUCTION INC	63,510.88
185700	09/17/2014	LCC3 CONSTRUCTION SERVICES INC	12,264.00
185701	09/17/2014	LIONAKIS	2,687.70
185702	09/17/2014	NEUDESIC, LLC	125,800.50
185703	09/17/2014	PENN CORPORATE RELOCATION SERVICES, INC.	336.00
185704	09/17/2014	R2A ARCHITECTURE	612.51
185705	09/17/2014	S & B FOODS CATERING DIVISION	82.03
185706	09/17/2014	SIERRA-CEDAR, INC.	92,469.23
185707	09/17/2014	STUTZ ARTIANO SHINOFF & HOLTZ A.P.C.	2,145.27
185708	09/17/2014	SYNERGY SOFTWARE SOLUTIONS	6,630.00
185709	09/17/2014	TMCx SOLUTIONS, LLC	3,440.00
185710	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	20.00
185711	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	20.00
185712	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	20.00
185713	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	20.00
185714	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	20.00
185715	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	200.00
185716	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	250.00
185717	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	200.00
185718	09/18/2014	ACHRO/EEO ATTN: RUTH CORTEZ	150.00
185719	09/18/2014	AT&T	13.32
185720	09/18/2014	AT&T	13.23
185721	09/18/2014	BLICK ART MATERIALS	139.52 *
Cancelled on 09/18/2014, Cancel Register # AP09192014			
185722	09/18/2014	TOM BURROWS	207.07
185723	09/18/2014	CCCAOE	495.00
185724	09/18/2014	D4 SOLUTIONS INC.	2,053.56
185725	09/18/2014	DANA POINT YACHT MAINTENANCE	68.80
185726	09/18/2014	DELL MARKETING L.P. C/O DELL USA L.P.	1,562.66
185727	09/18/2014	DEMCO INC.	572.39
185728	09/18/2014	DENOYER-GEPPERT SCIENCE CO.	774.00
Unpaid Sales Tax			61.92
Expensed Amount			835.92
185729	09/18/2014	DEPARTMENT OF JUSTICE ACCOUNTING OFFICE, CASHIERING	4,845.00
185730	09/18/2014	SUSAN DROGO	1,015.00
185731	09/18/2014	SPARKLETTS	2,197.78
185732	09/18/2014	MICHELE DUGAN	120.00
185733	09/18/2014	EAGLE COMMUNICATIONS	2,512.27
185734	09/18/2014	EASTBAY, INC DEPT 978835	2,633.41
185735	09/18/2014	ECOLOGICAL FERTIGATION INC	702.45
185736	09/18/2014	EDITS	680.01
185737	09/18/2014	ARNETTE EDWARDS	240.00
185738	09/18/2014	YVETTE ESTRADA	70.00
185739	09/18/2014	EXPERIAN	127.00

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
185740	09/18/2014	FEDERAL EXPRESS	187.60
185741	09/18/2014	THE L.A. HOTEL DOWNTOWN	566.25
185742	09/18/2014	FHEG IVC BOOKSTORE STORE NO 895 MA	58,610.56
185743	09/18/2014	DR. CRAIG JUSTICE	724.02
185744	09/18/2014	COURTYARD SAN DIEGO DOWNTOWN	500.00
185745	09/18/2014	DAYLE McINTOSH CENTER FOR THE	4,336.00
185746	09/18/2014	ORANGE COUNTY SCHOOL BOARDS ASSOCIATION	32.00 *
Cancelled on 10/02/2014, Cancel Register # AP10022014C			
185747	09/18/2014	ORANGE COUNTY SCHOOL BOARDS ASSOCIATION	32.00
185748	09/18/2014	ORANGE COUNTY SCHOOL BOARDS ASSOCIATION	32.00
185749	09/18/2014	ORANGE COUNTY SCHOOL BOARDS ASSOCIATION	32.00
185750	09/18/2014	VOLLEYHUT	891.24
Unpaid Sales Tax			4.09
Expensed Amount			895.33
185751	09/18/2014	MARIA SIMPSON, PhD.	2,700.00
185752	09/18/2014	QORPAK BERLIN PACKAGING LLC	202.23
185753	09/18/2014	QUALITY OFFICE FURNISHINGS	2,319.84
185754	09/18/2014	RICOH AMERICAS CORP	72.96
185755	09/18/2014	JAMES ROGERS	798.00
185756	09/18/2014	ROOF CONSTRUCTION	8,892.85
185757	09/18/2014	S & B FOODS CATERING DIVISION	631.97
185758	09/18/2014	SAN JUAN COMPANY	14,700.00
185759	09/18/2014	SEHI PROCOMP COMPUTER PRODUCTS	634.25
185760	09/18/2014	SHRED-IT USA -LA	129.00
185761	09/18/2014	SMART LEVELS MEDIA	269.31
185762	09/18/2014	THOMAS L. SMITH	3.82
185763	09/18/2014	BACKHAND, LLC dba SOCAL VACUUM & JANITORIAL	39.10
185764	09/18/2014	STAR MAINTENANCE SUPPLY	169.17
185765	09/18/2014	BRUCE A. STEVENS	8,480.00
185766	09/18/2014	SYSCO RIVERSIDE INC	493.39
185767	09/18/2014	UNITED DIRECT MARKETING	594.00
185768	09/18/2014	VENTEK INTERNATIONAL	570.00
185769	09/18/2014	VIDACARE CORPORATION	2,117.67
185770	09/18/2014	JENNIFER WIJNKER	2,500.00
185771	09/18/2014	DAIRY DEPOT	50.05
185772	09/18/2014	HALBERT BROTHERS, INC	6,900.00
185773	09/18/2014	BOB PARRETT CONSTRUCTION, INC.	14,260.00
185774	09/18/2014	PARSONS BRINCKERHOFF, INC.	440.00
185775	09/18/2014	TROXELL COMMUNICATIONS, INC.	37,146.61
185776	09/19/2014	A1 NETWORKS	1,520.00 *
Cancelled on 09/22/2014, Cancel Register # AP09222014			
185777	09/19/2014	ADCLUB ADVERTISING SERVICE	30.00
185778	09/19/2014	BLICK ART MATERIALS	31.88
185779	09/19/2014	BOUNDTREE MEDICAL	1,140.20
185780	09/19/2014	BUDDY'S ALL STARS	837.00
185781	09/19/2014	DEANN BURCH	5,000.00
185782	09/19/2014	CALIFORNIA STAGE/LIGHTING, INC	989.54
185783	09/19/2014	CAMPUS CONCERTS	1,000.00

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
185784	09/19/2014	CANON SOLUTIONS AMERICA, INC.	410.18
185785	09/19/2014	CARD INTEGRATORS CORPORATION DBA: CI SOLUTIONS	1,974.00
185786	09/19/2014	CDW GOVERNMENT, INC.	66.96
185787	09/19/2014	CINTAS CORPORATION	151.02
185788	09/19/2014	CITRIX ONLINE	1,740.60
185789	09/19/2014	CLIA LABORATORY PROGRAM	150.00
185790	09/19/2014	CBC RESTAURANT CORP	463.74
185791	09/19/2014	COX COMMUNICATIONS	1,124.69
185792	09/19/2014	COX COMMUNICATIONS	2,052.80
185793	09/19/2014	COX COMMUNICATIONS	2,142.75
185794	09/19/2014	COX COMMUNICATIONS	2,383.04
185795	09/19/2014	COX COMMUNICATIONS	10.29
185796	09/19/2014	CR&R	2,522.64
185797	09/19/2014	CR&R	2,156.05
185798	09/19/2014	CARIE CRUZ	35.00
185799	09/19/2014	CULINARY INSTITUTE OF AMERICA	121.80
185800	09/19/2014	CULLIGAN	57.35
185801	09/19/2014	DAYLE McINTOSH CENTER FOR THE	256.00
185802	09/19/2014	NCS PEARSON, INC.	2,389.60
185803	09/19/2014	S & B FOODS CATERING DIVISION	92.83
185804	09/19/2014	SAFARILAND, LLC	112.00
185805	09/19/2014	SAFEWAY, INC.	71.55
185806	09/19/2014	SAMY'S CAMERA ATTN: ACCOUNTS RECEIVABLES	311.04
185807	09/19/2014	SAN DIEGO GAS & ELECTRIC	102,993.85
185808	09/19/2014	SOUTHERN COUNTIES OIL CO.	4,284.87
185809	09/19/2014	SADDLEBACK GOLF DRIVING RANGE	3,449.60
185810	09/19/2014	SCANTRON CORPORATION	240.15
185811	09/19/2014	SCHLAIFER'S ENAMELING SUPPLIES INC.	349.05
		Unpaid Sales Tax	26.50
		Expensed Amount	375.55
185812	09/19/2014	JARED SCOTT	500.00
185813	09/19/2014	CHARLES C. STILL SECURE LIVE SCAN	134.00
185814	09/19/2014	SEHI PROCOMP COMPUTER PRODUCTS	1,849.33
185815	09/19/2014	SIGMA ALDRICH CHEMICAL CO.	92.51
185816	09/19/2014	PENNY SKAFF	234.86
185817	09/19/2014	SMART & FINAL	69.14
185818	09/19/2014	SMITH PIPE & SUPPLY, INC.	526.11
185819	09/19/2014	SOUTHERN CALIFORNIA GAS CO.	2,788.49
185820	09/19/2014	SOUTHERN CALIFORNIA GAS CO.	16.80
185821	09/19/2014	SOUTHERN CALIFORNIA GAS CO.	41.63
185822	09/19/2014	SOUTH COAST STRIPING INC	48,550.00
185823	09/19/2014	AMY SUPINGER dba SUPINGER STRATEGIES	1,800.00
185824	09/19/2014	SAFEWAY, INC.	547.15
185825	09/19/2014	SMART & FINAL	774.88
185826	09/19/2014	SO. ORANGE CO. COMM. COL. DIST	14,805.31
185827	09/22/2014	AIRGAS NATIONAL CARBONATION	449.99
185828	09/22/2014	ALLIEDBARTON SECURITY SERVICES	2,128.64

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Check Number	Check Date	Pay to the Order of	Check Amount
185829	09/22/2014	BAKER & TAYLOR	349.31
185830	09/22/2014	BANG PRINTING	5,644.07
185831	09/22/2014	BERTRAND'S MUSIC	73.58
185832	09/22/2014	BUDDY'S ALL STARS	538.00
185833	09/22/2014	CCCCSSAA C/O BRUCE PATT	300.00
185834	09/22/2014	COASTLINE ROP	934.64
185835	09/22/2014	COLLEGE ART ASSOCIATION GENERAL POST OFFICE	615.00
185836	09/22/2014	AI NETWORKS DRIVECRASH.COM	1,520.00
185837	09/22/2014	EBERHARD EQUIPMENT	183.12
185838	09/22/2014	ECOLOGICAL FERTIGATION INC	702.45
185839	09/22/2014	EWING IRRIGATION PRODUCTS	999.29
185840	09/22/2014	FEDERAL EXPRESS	58.60
185841	09/22/2014	FOSTER CARE AUXILIARY OF OC	120.00
185842	09/22/2014	FREEWAY AUTO SUPPLY	73.25
185843	09/22/2014	MODUAL A/C SYSTEM, INC	2,500.00
185844	09/23/2014	ASSN FOR CHILDHOOD EDU INTL NEPAL STUDY TOUR	1,000.00
185845	09/23/2014	ALISO VIEJO TOWING & RECOVERY	85.00
185846	09/23/2014	AMTECH ELEVATOR SERVICES	103.26
185847	09/23/2014	APEX AUDIO	446.80
185848	09/23/2014	AMERICAN SOCIETY OF JOURNALISTS AND AUTHORS	150.00
		Unpaid Sales Tax	12.00
		Expensed Amount	162.00
185849	09/23/2014	BOARD OF GOVERNORS CALIFORNIA COMMUNITY COLLEGES	120.00
185850	09/23/2014	CCCAOE	1,965.00
185851	09/23/2014	CCCCIO C/O CLAIRE BIANCALANA	375.00
185852	09/23/2014	DIVERSIFIED BUSINESS SERVICES PROFORMA	1,577.01
185853	09/23/2014	DUNIVIN'S TOWING	235.00
185854	09/23/2014	INTERNATIONAL E-Z UP INC	830.55
185855	09/23/2014	FISHER SCIENTIFIC	448.18
185856	09/23/2014	INTERFACE TECHNICAL TRAINING	2,495.00
185857	09/23/2014	GALE SUPPLY COMPANY	134.46
185858	09/23/2014	GALL'S/QUARTERMASTER	104.14
185859	09/23/2014	GOENGINEER, INC.	3,127.50 *
Cancelled on 09/26/2014, Cancel Register # AP09292014			
185860	09/23/2014	GRAYBAR ELECTRIC CO.	9,200.48
185861	09/23/2014	HARDY DIAGNOSTICS	213.84
185862	09/23/2014	HAUSER & MILLER	876.15
		Unpaid Sales Tax	68.95
		Expensed Amount	945.10
185863	09/23/2014	HIGHER ONE INC.	504.80
185864	09/23/2014	HILTI	359.51
185865	09/23/2014	HIRSCH PIPE & SUPPLY	103.86
185866	09/23/2014	HITT MARKING DEVICES, INC.	77.88
185867	09/23/2014	HUMANSIZE	390.15
185868	09/23/2014	THE L.A. HOTEL DOWNTOWN	566.25
185869	09/23/2014	JULIUS A. IBANEZ	750.00
185870	09/23/2014	ADVANCED OFFICE SERVICES IMAGING PLUS	49.34
185871	09/23/2014	JA SEXAUER	1,684.67

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
185872	09/23/2014	IRVINE PIPE & SUPPLY	1,745.83
185873	09/23/2014	J & J SUPPLY INC	198.64
		Unpaid Sales Tax	15.09
		Expensed Amount	213.73
185874	09/23/2014	SANDY JEFFRIES	10.00
185875	09/23/2014	J.W. PEPPER & SON, INC.	217.10
185876	09/23/2014	KNORR SYSTEMS, INC.	15,519.20
185877	09/23/2014	LAGUNA CLAY CO.	3,183.03
185878	09/23/2014	LAMPS PLUS	130.70
185879	09/23/2014	STEVE LEE	50.00
185880	09/23/2014	LEWIS, DIANE	1,373.94 *
Reissued on 09/24/2014, Cancel Register # AP09252014			
185881	09/23/2014	LIFETIME MEMORY PRODUCTS, INC.	540.00
185882	09/23/2014	DAVID LISKE	750.00
185883	09/23/2014	LIVING COAST DISCOVERY CENTER	194.40
185884	09/23/2014	IRVINE MARRIOTT HOTEL	3,357.49
185885	09/23/2014	IRVINE MARRIOTT HOTEL	3,397.66
185886	09/23/2014	MICHAEL LOWELL MC CORMICK	95.62
185887	09/23/2014	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	80.66
185888	09/23/2014	ZOOM VIDEO COMMUNICATIONS	1,738.50
185889	09/23/2014	EILEEN ANDERSON	46.95
185890	09/23/2014	CARLOS TUCCIO MAJOR APPLIANCE SERVICE	288.34
185891	09/23/2014	COLLEGESOURCE, INC.	787.50
185892	09/23/2014	HARBOR CONSTRUCTION CO., INC.	128,172.10
185893	09/23/2014	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	29,305.12
185894	09/23/2014	P2S ENGINEERING INC	1,620.00
185895	09/24/2014	ANTHONY M. BALTIERRA,	750.00
185896	09/24/2014	CCCMBCA C/O CERRITOS COLLEGE	225.00
185897	09/24/2014	CYPRESS COLLEGE	250.00
185898	09/24/2014	DENISE C. DONN	1,694.69
185899	09/24/2014	ALEXANDER LEIGH	1,500.00
185900	09/24/2014	SAFEWAY, INC.	248.26
185901	09/24/2014	WEST COAST SHOOTOUT AT DELTA COLLEGE	250.00
185902	09/24/2014	SMART & FINAL	498.09
185903	09/25/2014	APPLE COMPUTER INC.	353.70
185904	09/25/2014	ARAMARK UNIFORM SERVICES, INC	220.51
185905	09/25/2014	AT & T	63.65
185906	09/25/2014	AT&T	.14
185907	09/25/2014	AT&T	6,307.64
185908	09/25/2014	BUDDY'S ALL STARS	375.84
185909	09/25/2014	CACCRAO KATHY LUCERO	200.00
185910	09/25/2014	CAROLINA BIOLOGICAL SUPPLY	60.70
185911	09/25/2014	DR. NANCY CARRITTE INDUSTRIAL PSYCHOLOGIST	1,800.00
185912	09/25/2014	CCCCSSAA C/O BRUCE PATT	300.00
185913	09/25/2014	COMMUNITY COLLEGE LEAGUE OF CA	1,150.00
185914	09/25/2014	CCUPCA	125.00
185915	09/25/2014	CINTAS CORPORATION	40.33

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
185916	09/25/2014	CIWEA	200.00
185917	09/25/2014	DE NICOLA, BEVERLY	100.80
185918	09/25/2014	DOMINGUEZ, MARTIN	60.48
185919	09/25/2014	DURDELLA, CAROLINE	35.67
185920	09/25/2014	EASTBAY, INC DEPT 978835	1,804.76
185921	09/25/2014	JERALD R. ENOS	900.00
185922	09/25/2014	FEDERAL EXPRESS	73.43
185923	09/25/2014	FISHER SCIENTIFIC	783.77
185924	09/25/2014	FREEDOM PAPER	283.67
185925	09/25/2014	FREEWAY AUTO SUPPLY	36.06
185926	09/25/2014	GRANICUS, INC.	1,075.00
185927	09/25/2014	ASHLEY GRIFFITH	44.82
185928	09/25/2014	GEORGINA GUY	23.90
185929	09/25/2014	HERCULES PORTABLE POWER, INC.	1,466.00
185930	09/25/2014	HOLLANDER GLASS, INC.	333.68
185931	09/25/2014	JOHNSTONE SUPPLY	2,841.47
185932	09/25/2014	LAURA'S INT PLANTSCAPE SERV	268.04
185933	09/25/2014	LEWIS, DIANE	1,368.99
185934	09/25/2014	JENNIFER MC GEE	35.00
185935	09/25/2014	DAYLE McINTOSH CENTER FOR THE	128.00
185936	09/25/2014	MC KESSON MEDICAL SURGICAL	71.89
185937	09/25/2014	McLOGAN SUPPLY COMPANY, INC.	906.30
185938	09/25/2014	McMASTER CARR SUPPLY CO.	204.05
185939	09/25/2014	MEDCO SUPPLY COMPANY	1,140.16
185940	09/25/2014	MEDIA EDUCATION FOUNDATION	134.77
Unpaid Sales Tax			10.00
Expensed Amount			144.77
185941	09/25/2014	MERCADO CORONA, INC.	336.40
185942	09/25/2014	MICRO CENTER A/R	834.78
185943	09/25/2014	MIKE BROWN GRANDSTANDS, INC.	750.00
185944	09/25/2014	MILLENNIUM BUSINESS SERVICES Marty Cohn	839.00
185945	09/25/2014	SALLIE MILLER	120.00
185946	09/25/2014	KATHRYN MILOSTAN-EGUS	58.70
185947	09/25/2014	MISSION AUTO EQUIP & LIFTS, INC	261.25
185948	09/25/2014	ML FILTERS	2,565.37
185949	09/25/2014	MONTGOMERY HARDWARE	1,175.05
185950	09/25/2014	MOTOROLA	50.11
185951	09/25/2014	NANCY'S NOTIONS	268.23
Unpaid Sales Tax			19.94
Expensed Amount			288.17
185952	09/25/2014	NASCO MODESTO	10.22
185953	09/25/2014	NCMPR NATIONAL CONFERENCE	450.00
185954	09/25/2014	NEUDESIC, LLC	32,825.50
185955	09/25/2014	NUUN NATURAL HYDRATION	262.34
185956	09/25/2014	OC TREASURER-TAX COLLECTOR	420.00
185957	09/25/2014	OC LB CONSORT/ALICE MARTANEGARATREASURER	150.00
185958	09/25/2014	OC TREASURER-TAX COLLECTOR REVENUE RECOVERY/	967.05
185959	09/25/2014	JANELLE JAMES OLSON	240.00

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Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
185960	09/25/2014	ONE STOP PARTS SOURCE	59.10
185961	09/25/2014	ORKIN PEST CONTROL 711	1,884.00
185962	09/25/2014	NICOLE ORTEGA	33.40
185963	09/25/2014	THE OUTDOOR MEDIA GROUP	2,574.29
185964	09/25/2014	PACIFIC SCREENWORKS	2,547.72
185965	09/25/2014	DANIEL J. PREDOEHL	167.64
185966	09/25/2014	RODGERS, ANTHONY	128.96
185967	09/25/2014	SAFEWAY, INC.	120.49
185968	09/25/2014	SUPERIOR PRESS, INC.	127.36
185969	09/25/2014	SHERI SWANSON	15.12
185970	09/25/2014	TAMS-WITMARK MUSIC LIBRARY	167.00 *
Reissued on 09/26/2014, Cancel Register # AP09262014			
185971	09/25/2014	WELLS FARGO MERCHANT SERVICES ATTN:CHANDA OTENBERGER	651.24
185972	09/25/2014	CHERYL WEST	275.74
185973	09/25/2014	MARY WILLIAMS	3,750.00
185974	09/25/2014	ORANGE COUNTY ELECTRIC, INC	2,800.00
185975	09/26/2014	MICHAEL LONG	233.03
185976	09/26/2014	QUINN POWER SYSTEMS	67,222.45
185977	09/26/2014	SOUTHERN CALIFORNIA GAS CO.	9,058.95
185978	09/26/2014	TAMS-WITMARK MUSIC LIBRARY	155.75
185979	09/29/2014	ACHRO/EEO ATTN: RUTH CORTEZ	20.00
185980	09/29/2014	ACHRO/EEO ATTN: RUTH CORTEZ	200.00
185981	09/29/2014	TITLEIST	1,455.90
185982	09/29/2014	ADVANCE BEAUTY COLLEGE, INC.	49,771.13
185983	09/29/2014	ALLIEDBARTON SECURITY SERVICES	2,128.64
185984	09/29/2014	ARTSCENE	525.00
185985	09/29/2014	AT&T	49.82
185986	09/29/2014	AT&T	366.47
185987	09/29/2014	BLICK ART MATERIALS	321.08
185988	09/29/2014	CCCAOE	495.00
185989	09/29/2014	CCCAOE	495.00
185990	09/29/2014	CCCEOPSA MARILYN STEIN BUTTE COLLEGE	375.00
185991	09/29/2014	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA	600.00
185992	09/29/2014	COMMUNITY COLLEGE LEAGUE OF CALIFORNIA	515.00
185993	09/29/2014	HYUNJOO CHOI	300.00
185994	09/29/2014	COLLEGE BOARD ATTN: ACCTS. RECEIVABLE	27,651.20
185995	09/29/2014	CPPA ATTN: PAM BRADSHAW	1,035.00
185996	09/29/2014	CSU CHANNEL ISLANDS C/O SUNSHINE GARCIA	400.00
185997	09/29/2014	CSU CHANNEL ISLANDS C/O SUNSHINE GARCIA	400.00
185998	09/29/2014	CSU CHANNEL ISLANDS C/O SUNSHINE GARCIA	375.00
185999	09/29/2014	STEPHANIE D'AURIA	600.00
186000	09/29/2014	WILLIAM DAVIS	37.00
186001	09/29/2014	RAJANPAL DHILLON	87.63
186002	09/29/2014	DOUBLETREE BY HILTON HOTEL	323.17
186003	09/29/2014	EDUCATION FOR SUCCESSFUL PARENTING	120.00
186004	09/29/2014	G/M BUSINESS INTERIORS	959.62
186005	09/29/2014	GOODWILL INDUSTRIES OF ORANGE COUNTY	975.00
186006	09/29/2014	GREGORIO A. GARCIA GREG'S PRO AUDIO	199.53

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Check Number	Check Date	Pay to the Order of	Check Amount
186007	09/29/2014	MARLYS GRODT	2,000.00
186008	09/29/2014	JENNIFER HIGGINSON	6.74
186009	09/29/2014	THE L.A. HOTEL DOWNTOWN	377.50
186010	09/29/2014	KELE INC.	218.85
		Unpaid Sales Tax	17.51
		Expensed Amount	236.36
186011	09/29/2014	KCACTF, EDUCATION OFFICE KENNEDY CENTER	1,350.00
186012	09/29/2014	WILLIAM M. MCNICOL	994.41
186013	09/29/2014	MUSIC THEATRE INTERNATIONAL	2,610.46
186014	09/29/2014	ADAM NAVARRO	510.24
186015	09/29/2014	SHAWN O'ROURKE	515.84
186016	09/29/2014	DIANE OAKS	967.68
186017	09/29/2014	ORANGE COUNTY BUSINESS COUNCIL	625.00
186018	09/29/2014	HEIDI M. OCHOA	515.84
186019	09/29/2014	LUCAS OCHOA	94.00
186020	09/29/2014	OFFICE MAX INCORPORATED	4,021.24
186021	09/29/2014	P2S ENGINEERING INC	4,042.50
186022	09/29/2014	PACIFIC RESEARCH & EVALUATION ATTN: STEVEN RIDER, PRES.	3,829.32
186023	09/29/2014	PACIFIC ART GLASS	372.85
186024	09/29/2014	PACIFIC COLOR PRINTING	318.60
186025	09/29/2014	PARKHOUSE TIRE, INC.	372.95
186026	09/29/2014	PARKWAY LAWNMOWER SHOP	86.24
186027	09/29/2014	PASCO SCIENTIFIC	1,354.37
186028	09/29/2014	PEARSON EDUCATION ESL	6,662.33
186029	09/29/2014	NCS PEARSON, INC.	250.80
186030	09/29/2014	PENN CORPORATE RELOCATION SERVICES, INC.	3,280.32
186031	09/29/2014	LILIANN PEREZ-STROUD	120.00
186032	09/29/2014	PETCO ANIMAL SUPPLIES, INC.	270.91
186033	09/29/2014	PHARMEDIX	211.08
186034	09/29/2014	PHOENIX BUSINESS MACHINES, INC	700.00
186035	09/29/2014	PING CO.	1,979.52
186036	09/29/2014	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	791.00
186037	09/29/2014	P.J. OF SOUTHERN CALIFORNIA IRVINE	1,082.04
186038	09/29/2014	POCKET NURSE ENTERPRISES, INC.	1,196.14
		Unpaid Sales Tax	87.00
		Expensed Amount	1,283.14
186039	09/29/2014	POLISHED IMAGE	136.08
186040	09/29/2014	POWER CLEANERS	140.99
186041	09/29/2014	DANIEL J. PREDOEHL	42.12
186042	09/29/2014	PRENDERGAST, T. J.	147.98
186043	09/29/2014	PRESTO SPORTS, INC	3,250.00
186044	09/29/2014	PRO LINE GYMNASIUM FLOORS, INC	6,500.00
186045	09/29/2014	PRO TECHNOLOGY AUTOMATION, INC	6,570.94
186046	09/29/2014	QUEZADA PRO LANDSCAPE, INC.	4,170.00
186047	09/29/2014	LARRY RADDEN	500.16
186048	09/29/2014	REFRIGERATION SUPPLIES DIST.	4,523.16
186049	09/29/2014	REGENCY LIGHTING	51.63
186050	09/29/2014	REFRIGERATION UNLIMITED, INC	485.71

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

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
186051	09/29/2014	REYNOLDS ADVANCED MATERIALS	697.59
186052	09/29/2014	RICHARD THE THREAD EMPIRE TAPE	169.46
186053	09/29/2014	ROBERT RICKERSON	568.18
186054	09/29/2014	RIO GRANDE ALBUQUERQUE	920.07
		Unpaid Sales Tax	70.35
		Expensed Amount	990.42
186055	09/29/2014	HOUGHTON MIFFLIN COMPANY	298.94
186056	09/29/2014	RJL SYSTEMS	106.20
186057	09/29/2014	ROYAL PLYWOOD CO., LLC	1,198.65
186058	09/29/2014	RP GROUP c/o MEETINGWISE LLC	400.00
186059	09/29/2014	TODD SCHMALTZ	126.00
186060	09/29/2014	SMART & FINAL	5.70
186061	09/29/2014	QUICK SIGNS	376.05
186062	09/29/2014	SOCCCD REVOLVING FUND	164.11
186063	09/29/2014	SO. ORANGE CO. COMM. COL.DIST	2,242.00
186064	09/29/2014	TECHNIC BUSINESS SOLUTIONS	510.16
186065	09/29/2014	ARLENE THOMAS	66.94
186066	09/29/2014	DIEMMY TRAN	240.00
186067	09/29/2014	TROXELL COMMUNICATIONS, INC.	2,781.01
186068	09/29/2014	TUTTLE-CLICK FORD	2,122.81
186069	09/29/2014	UNITED SITE SERVICES OF CALIFORNIA, INC.	825.96
186070	09/29/2014	VENDINI, INC.	4,360.84
186071	09/29/2014	ROBERT WADDINGTON	240.00
186072	09/29/2014	WALTERS WHOLESALE ELECTRIC	53.42
186073	09/29/2014	WATERLINE TECHNOLOGIES POOL SUPPLY OF ORANGE COUNTY	415.18
186074	09/29/2014	W A X I E	2,498.62
186075	09/29/2014	WEST-LITE SUPPLY CO.	160.01
186076	09/29/2014	WHITAKER BROS. BUSINESS MACH.	75.74
186077	09/29/2014	WILLIAMS RECORDING	800.00
186078	09/29/2014	WRIPAC	175.00
186079	09/29/2014	XEROX CORP.	204.39
186080	09/29/2014	XEROX CORPORATION	2,535.20
186081	09/29/2014	XEROX EDUCATION SERVICES, INC.	180.45
186082	09/29/2014	SMART & FINAL	31.32
186083	09/29/2014	CITY OF TUSTIN ATTN: ACCOUNTS RECEIVABLE	550.00
186084	09/29/2014	EPD SOLUTIONS, INC.	10,786.25
186085	09/29/2014	GKKWORKS	88,985.90
186086	09/29/2014	HARBOR CONSTRUCTION CO., INC.	217,749.03
186087	09/29/2014	EARTHSPECTIVES	14,763.00
186088	09/29/2014	KIMBALL OFFICE KIMBALL INT'L.	8,055.69
186089	09/29/2014	KITCHELL CEM	93,436.00
186090	09/29/2014	MC KENNA LONG & ALDRIDGE, LLP	329.99
186091	09/29/2014	NIMBLE CONSULTING	11,397.00
186092	09/29/2014	PARSONS BRINCKERHOFF, INC.	2,640.00
186093	09/29/2014	R2A ARCHITECTURE	800.00
186094	09/29/2014	S & K ENGINEERS	6,000.00
186095	09/29/2014	THE TRANE COMPANY SO. CA L.A. TRANE PARTS, SALES & SVC.	29,924.15

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
186096	09/29/2014	UNITED INTERIORS	1,881.45
186097	10/01/2014	ADCLUB ADVERTISING SERVICE	30.00
186098	10/01/2014	ALLEN HANCOCK COLLEGE WOMEN'S BASKETBALL	400.00
186099	10/01/2014	AIRGAS NATIONAL CARBONATION	411.77
186100	10/01/2014	ALBO, JANE	5.97
186101	10/01/2014	ALLIED REFRIGERATION INC	509.16
186102	10/01/2014	AT & T	27.75
186103	10/01/2014	AT&T	549.72
186104	10/01/2014	JOYCE BARTLOMAIN	15.12
186105	10/01/2014	ROBERT G. BOSANKO	91.00
186106	10/01/2014	ROBERT G. BOSANKO	126.00
186107	10/01/2014	ROBERT G. BOSANKO	126.00
186108	10/01/2014	ROBERT G. BOSANKO	126.00
186109	10/01/2014	ROBERT G. BOSANKO	126.00
186110	10/01/2014	ROBBIE BRITT	250.00
186111	10/01/2014	BROWN'S PARTSMASER INC	223.12
		Unpaid Sales Tax	17.85
		Expensed Amount	240.97
186112	10/01/2014	BUDDY'S ALL STARS	1,040.04
186113	10/01/2014	DON BUTCHER	1,584.00
186114	10/01/2014	DON BUTCHER	1,584.00
186115	10/01/2014	BUTLER CHEMICALS, INC.	529.88
186116	10/01/2014	CAL BUILDING SYSTEMS	9,658.00
186117	10/01/2014	LIVE FREE APPAREL	528.04
186118	10/01/2014	MARY CELESTE	189.50
186119	10/01/2014	CHAFFEY COLLEGE ATHLETICS CHAFFEY COLLEGE ATHLETICS DEPT	425.00
186120	10/01/2014	COMMERCIAL RESTAURANT SERVICE	281.95
186121	10/01/2014	CONSTELLATION NEWENERGY GAS DIVISION LLC BANK OF AMERICA	41,997.95
186122	10/01/2014	SPECTRUM CHEMICAL MFG. CORP.	135.01
186123	10/01/2014	JOHN P. DUFFY	60.00
186124	10/01/2014	EASTBAY, INC DEPT 978835	711.70
186125	10/01/2014	EWING IRRIGATION PRODUCTS	78.09
186126	10/01/2014	FLOOR TECH GROUP	8,340.00
186127	10/01/2014	FRY'S ELECTRONICS	116.62
186128	10/01/2014	KATE FUENTES	130.00
186129	10/01/2014	GRACE GARCIA	15.12
186130	10/01/2014	GOENGINEER, INC.	3,120.00
186131	10/01/2014	W. W. GRAINGER	2,489.50
186132	10/01/2014	GREEN THUMB INTERNATIONAL	32.02
186133	10/01/2014	HAITBRINK ASPHALT PAVING, INC.	42,460.00
186134	10/01/2014	GEORGE T. HALL	394.20
186135	10/01/2014	HARDY DIAGNOSTICS	1,257.88
186136	10/01/2014	DENISE M. HARRIS	403.00
186137	10/01/2014	DENISE M. HARRIS	403.00
186138	10/01/2014	HD SUPPLY WATERWORKS	356.40
186139	10/01/2014	KENT HELWIG	2,000.00
186140	10/01/2014	STEPHEN HENKLE	30.00

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
186141	10/01/2014	ALINDE HERRON	81.90
186142	10/01/2014	JENNIFER HIGGINSON	221.00
186143	10/01/2014	JENNIFER HIGGINSON	306.00
186144	10/01/2014	JENNIFER HIGGINSON	136.00
186145	10/01/2014	JENNIFER HIGGINSON	136.00
186146	10/01/2014	JENNIFER HIGGINSON	748.00
186147	10/01/2014	JENNIFER HIGGINSON	221.00
186148	10/01/2014	JENNIFER HIGGINSON	136.00
186149	10/01/2014	JENNIFER HIGGINSON	612.00
186150	10/01/2014	JENNIFER HIGGINSON	136.00
186151	10/01/2014	HIGHER ONE INC.	491.80
186152	10/01/2014	HORIZON	1,139.40
186153	10/01/2014	HUMANSIZE	955.05
186154	10/01/2014	AMY HUNTER	10.00
186155	10/01/2014	ANTHONY HUNTLEY	31.42
186156	10/01/2014	INGARDIA BROTHERS PRODUCE, INC.	2,100.98
186157	10/01/2014	LISA INLOW	12.53
186158	10/01/2014	IRVINE PIPE & SUPPLY	424.35
186159	10/01/2014	IRVINE RANCH WATER DIST.	12,140.76
186160	10/01/2014	IRVINE VALLEY COLLEGE	85.00 *
Reissued on 10/02/2014, Cancel Register # AP10022014			
186161	10/01/2014	IRVINE VALLEY COLLEGE	2,280.00
186162	10/01/2014	JACKSON KELLY C/O JACK HOLLYWOOD	9,000.00
186163	10/01/2014	JACOBSEN WEST	746.64
186164	10/01/2014	JIM'S MUSIC CENTER, INC.	369.36
186165	10/01/2014	JOHNSTONE SUPPLY	1,428.28
186166	10/01/2014	KEENAN & ASSOCIATES ACCOUNTS RECEIVABLE	859.00
186167	10/01/2014	KELLEY, KAREN	13.50
186168	10/01/2014	AMIR KHOSROWPOUR	1,000.00
186169	10/01/2014	KIMBALL OFFICE KIMBALL INT'L.	547.78
186170	10/01/2014	MORITAKA KINA	365.00
186171	10/01/2014	KLEIN EDUCATIONAL SYSTEMS	4,500.00
186172	10/01/2014	VICKIE KRUHMIN	60.00
186173	10/01/2014	LAERDAL MEDICAL CORP.	517.77
186174	10/01/2014	LESLIE'S POOLMART, INC.	45.24
186175	10/01/2014	LEVINSON, MARC	31.32
186176	10/01/2014	LIGHTING SUPPLY, INC.	636.94
186177	10/01/2014	TIA LOONEY	18.35
186178	10/01/2014	KENT MADOLE	239.04
186179	10/01/2014	MAIN GRAPHICS	6,820.75
186180	10/01/2014	CAMARENA, SANDRA	270.50
186181	10/01/2014	SHIRLEY MARIN	220.00
186182	10/01/2014	MC CALL PATTERN CO.	33.25
186183	10/01/2014	JENNIFER MC CUE	350.00
186184	10/01/2014	WILLIAM M. MCNICOL	192.00
186185	10/01/2014	WILLIAM M. MCNICOL	192.00
186186	10/01/2014	BRAD MCREYNOLDS	312.00
186187	10/01/2014	BRAD MCREYNOLDS	312.00
186188	10/01/2014	SCOTT MC REYNOLDS	50.00

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
186189	10/01/2014	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	140.00
186190	10/01/2014	METAVIS TECHNOLOGIES, INC.	999.00
186191	10/01/2014	KELVIN A. MOTA	130.00
186192	10/01/2014	NASFAA MEMBERSHIP RENEWALS	962.00
186193	10/01/2014	NAT'L COUN FOR WORKFORCE EDUCA	165.00
186194	10/01/2014	NSSA	2,600.00
186195	10/01/2014	PACIFIC CLIPPINGS	59.00
186196	10/01/2014	PACIFIC COACHWAYS CHARTER SERVICES, INC.	2,840.24
186197	10/01/2014	PACIFIC COLLEGE TESTING	2,160.00
186198	10/01/2014	PARKWAY LAWNMOWER SHOP	77.11
186199	10/01/2014	PENN CORPORATE RELOCATION SERVICES, INC.	378.00
186200	10/01/2014	PETERSEN, MARK	23.45
186201	10/01/2014	PHOENIX GROUP INFORMATION SYS.	2,591.93
186202	10/01/2014	POSTMASTER	138.58
186203	10/01/2014	PURETEC	135.25
186204	10/01/2014	MICHELLE QUON	104.00
186205	10/01/2014	MICHELLE QUON	104.00
186206	10/01/2014	MICHELLE QUON	104.00
186207	10/01/2014	MICHELLE QUON	104.00
186208	10/01/2014	MICHELLE QUON	104.00
186209	10/01/2014	S & B FOODS CATERING DIVISION	889.49
186210	10/01/2014	SAFEWAY, INC.	388.77
186211	10/01/2014	SARGENT WELCH	531.01
186212	10/01/2014	SADDLEBACK COLLEGE FOUNDATION	1,500.00
186213	10/01/2014	JARED SCOTT	100.00
186214	10/01/2014	MATTHEW SHERMAN	234.00
186215	10/01/2014	MATTHEW SHERMAN	234.00
186216	10/01/2014	MATTHEW SHERMAN	234.00
186217	10/01/2014	MATTHEW SHERMAN	234.00
186218	10/01/2014	SIGMA ALDRICH CHEMICAL CO.	496.39
186219	10/01/2014	SOUTHERN CALIFORNIA EDISON CO.	4,555.69
186220	10/01/2014	SOUTHERN CALIFORNIA EDISON CO.	18,755.34
186221	10/01/2014	SOUTHERN CALIFORNIA EDISON CO.	45,913.53
186222	10/01/2014	SOUTHERN CALIFORNIA EDISON CO.	89.18
186223	10/01/2014	SOURCE GRAPHICS	2,438.75
186224	10/01/2014	LINDSAY STEINRIEDE	342.00
186225	10/01/2014	AMY SUPINGER dba SUPINGER STRATEGIES	1,800.00
186226	10/01/2014	SWIM DEPOT	985.61
186227	10/01/2014	SYSCO RIVERSIDE INC	2,021.98
186228	10/01/2014	THOMSON REUTERS WEST PAYMENT CENTER	458.16
186229	10/01/2014	ULINE, INC. ATTN: ACCOUNTS RECEIVABLE	326.86
186230	10/01/2014	UNIFORM HEADQUARTERS, INC. dba KEYSTONE UNIFORM DEPOT	745.33
186231	10/01/2014	ANASTASIA VENDROVSKY	32.59
186232	10/01/2014	VERIZON	58.68
186233	10/01/2014	VERIZON	75.32
186234	10/01/2014	VERIZON	375.80
186235	10/01/2014	VINTAGE VOGUE	279.34

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
186236	10/01/2014	VISTA PAINT CORPORATE OFFICE	2,161.56
186237	10/01/2014	VITAL LINK EDUCATION AND BUSINESS CONSORTIUM	25.00
186238	10/01/2014	WARD'S NATURAL SCIENCE	64.58
186239	10/01/2014	WEST-LITE SUPPLY CO.	2,508.47
186240	10/01/2014	WHITE CAP INDUSTRIES	938.12
186241	10/01/2014	NORMAN S. WRIGHT/AIRELINK MECHANICAL EQUIPMENT, LLC	1,474.36
186242	10/01/2014	PETCO ANIMAL SUPPLIES	6.46
186243	10/01/2014	CDW GOVERNMENT, INC.	481.20
186244	10/01/2014	MISSION VIEJO AUTO COLLISION MVAC, INC.	637.04
186245	10/02/2014	ACADEMIC SENATE	4,665.60
186246	10/02/2014	ACBO ASSOCIATION OF CHIEF	335.00
186247	10/02/2014	ALLIEDBARTON SECURITY SERVICES	2,128.64
186248	10/02/2014	API FUND FOR PAYROLL EDUCATIONC/O AMERICAN PAYROLL ASSN	429.00
186249	10/02/2014	SOLAR ART WINDOW FILM	2,034.00
186250	10/02/2014	DR. DAVID BUGAY	98.90
186251	10/02/2014	TOD A. BURNETT	1,457.62
186252	10/02/2014	CINTAS CORPORATION	65.10
186253	10/02/2014	CSU CHANNEL ISLANDS C/O SUNSHINE GARCIA	400.00
186254	10/02/2014	CSU CHANNEL ISLANDS C/O SUNSHINE GARCIA	400.00
186255	10/02/2014	CSU CHANNEL ISLANDS C/O SUNSHINE GARCIA	400.00
186256	10/02/2014	DISNEY DESTINATIONS, LLC W DISNEY WORLD GROUP RESERV	472.50
186257	10/02/2014	DUNN-EDWARDS CORPORATION	1,661.11
186258	10/02/2014	EBERHARD EQUIPMENT	60.46
186259	10/02/2014	ARNETTE EDWARDS	120.00
186260	10/02/2014	EMCOR/Mesa Energy Systems	6,686.00
186261	10/02/2014	FASTENAL COMPANY	32.36
186262	10/02/2014	FEDERAL EXPRESS	69.28
186263	10/02/2014	KARIMA FELDTHUS	45.00
186264	10/02/2014	TERESA FLUEGEMAN	349.82
186265	10/02/2014	FOSTER CARE AUXILIARY OF OC	120.00
186266	10/02/2014	GCCCD AUXILIARY ANN DURHAM, HWI DIR.	75.00
186267	10/02/2014	WILLIAM HEWITT	819.88
186268	10/02/2014	IRVINE RANCH WATER DIST.	500.89
186269	10/02/2014	IVC FOUNDATION	85.00
186270	10/02/2014	LAGUNA BALLET, INC.	807.00
186271	10/02/2014	ANAHEIM MARRIOTT	523.86
186272	10/02/2014	MOULTON-NIGUEL WATER DIST.	11,207.81
186273	10/02/2014	NAVPA SUITE 1975	400.00
186274	10/02/2014	OC TREASURER-TAX COLLECTOR	12,715.50
186275	10/02/2014	NICOLE ORTEGA	466.60
186276	10/02/2014	QUEST DIAGNOSTICS	3,286.95
186277	10/02/2014	RICOH USA, INC.	1,320.52
186278	10/02/2014	RICOH AMERICAS CORP	72.96
186279	10/02/2014	RIO GRANDE ALBUQUERQUE	180.11

Unpaid Sales Tax 13.64

Expensed Amount 193.75

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Check Number	Check Date	Pay to the Order of	Check Amount
186280	10/02/2014	GLENN ROQUEMORE	190.72
186281	10/02/2014	ROYAL PLYWOOD CO., LLC	1,666.00
186282	10/02/2014	SARS SOFTWARE PRODUCTS, INC.	6,965.00
186283	10/02/2014	SCIAC CSU SAN MARCOS	75.00
186284	10/02/2014	SEHI PROCOMP COMPUTER PRODUCTS	2,404.47
186285	10/02/2014	PENNY SKAFF	796.08
186286	10/02/2014	SKYLINE DISPLAYS	273.45
186287	10/02/2014	SMART & FINAL	82.57
186288	10/02/2014	SMART LEVELS MEDIA	2,281.06
186289	10/02/2014	SMITH PIPE & SUPPLY, INC.	1,118.79
186290	10/02/2014	SO COAST HIGHER EDUCAT. COUN. c/o CORY RIKARD, TRINITY LAW	100.00
186291	10/02/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	1,172.08 *
Cancelled on 10/03/2014, Cancel Register # AP10032014			
186292	10/02/2014	BLAKE STEPHENS	86.40
186293	10/02/2014	TEMECULA CREEK INN	167.25
186294	10/02/2014	TENNIS WAREHOUSE (TEAM SALES)	377.33
		Unpaid Sales Tax	1.75
		Expensed Amount	379.08
186295	10/02/2014	EDWIN TIONGSON	348.80
186296	10/02/2014	UC REGENTS UCLA CONFERENCE CENTER	5,670.00
186297	10/02/2014	UC REGENTS THE RAPID TECH CENTER	20,000.00
186298	10/02/2014	THE WESTIN HOTEL	626.40
186299	10/02/2014	DAIRY DEPOT	141.18
186300	10/02/2014	SAFEWAY, INC.	355.06
186301	10/02/2014	SMART & FINAL	305.61
186302	10/02/2014	ANTIMITE TERMITE & PEST CNTRL	65.00
186303	10/02/2014	KRISTINA WOOD	26.11
186304	10/02/2014	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	2,590.00
186305	10/02/2014	HAITBRINK ASPHALT PAVING, INC.	14,650.00
186306	10/02/2014	HIGHMARK	8,388.85
186307	10/02/2014	HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES	22,750.00
186308	10/02/2014	OFFICE MAX INCORPORATED	1,012.88
186309	10/02/2014	PENN CORPORATE RELOCATION SERVICES, INC.	336.00
186310	10/02/2014	QUEZADA PRO LANDSCAPE, INC.	4,990.00
186311	10/02/2014	REPRO XPRESS	715.70
186312	10/02/2014	SIERRA-CEDAR, INC.	53,720.00
186313	10/02/2014	STRATA INFORMATION GROUP	36,541.31
186314	10/02/2014	WORKDAY INC	25,000.00
186315	10/06/2014	ATKINSON, ANDELSON, LOYA, RUUD & ROMO	27,388.76
186316	10/06/2014	AARDVARK CLAY AND SUPPLIES	101.95
186317	10/06/2014	THE ADVISORY BOARD COMPANY	29,500.00
186318	10/06/2014	AGON SPORT LLC dba agonswlm.com	857.60
186319	10/06/2014	AGUINAGA GREEN, INC.	226.80
186320	10/06/2014	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	2,983.20
186321	10/06/2014	APPLE COMPUTER INC.	223.56
186322	10/06/2014	ARROWHEAD MOUNTAIN SPRING WATER CO.	46.43

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Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
186323	10/06/2014	ART SUPPLY WAREHOUSE	186.73
186324	10/06/2014	AT & T	826.59
186325	10/06/2014	AT&T	1,979.18
186326	10/06/2014	B & M LAWN AND GARDEN CENTER	4,488.48
186327	10/06/2014	BATTERIES PLUS	200.88
186328	10/06/2014	BLICK ART MATERIALS	2,451.68
186329	10/06/2014	BSN SPORTS	1,525.66
186330	10/06/2014	BUDDY'S ALL STARS	155.52
186331	10/06/2014	DON BUSCHE	231.36
186332	10/06/2014	BUTTON BOY INC.	823.00
		Unpaid Sales Tax	60.64
		Expensed Amount	883.64
186333	10/06/2014	STATE OF CA DOHENY BEACH ATTN: RAY NANADIEGO	475.00
186334	10/06/2014	CARDIOLOGY SHOP/ HARRIS HEALTHCARE, INC	354.70
		Unpaid Sales Tax	27.58
		Expensed Amount	382.28
186335	10/06/2014	CARGO EQUIPMENT CORPORATION	410.25
		Unpaid Sales Tax	24.12
		Expensed Amount	434.37
186336	10/06/2014	CDW GOVERNMENT, INC.	7,150.00
186337	10/06/2014	CHEF WORKS, INC.	433.37
186338	10/06/2014	CHEVRON AND TEXACO BUSINESS CARD SERVICES	227.12
186339	10/06/2014	COAST FITNESS REPAIR SHOP	2,562.37
186340	10/06/2014	COMMERCIAL RESTAURANT SERVICE	649.66
186341	10/06/2014	CONSTRUCTION HARDWARE	2,535.72
186342	10/06/2014	CULLIGAN	113.70
186343	10/06/2014	SPECTRUM CHEMICAL MFG. CORP.	640.65
186344	10/06/2014	JOHN DEERE LANDSCAPES, INC.	4,836.29
186345	10/06/2014	JOSE DELGADO	19.44
186346	10/06/2014	MICHELE DUGAN	120.00
186347	10/06/2014	EASTBAY, INC DEPT 978835	1,481.25
186348	10/06/2014	EPIC SPORTS, INC	7,133.22
		Unpaid Sales Tax	474.46
		Expensed Amount	7,607.68
186349	10/06/2014	EUROPRINT, INC.	2,197.80
186350	10/06/2014	FISHER SCIENTIFIC	185.97
186351	10/06/2014	DEBORAH FRICKE	120.00
186352	10/06/2014	GOENGINEER, INC.	3,863.00
186353	10/06/2014	M. SCOTT GRABAU	212.47
186354	10/06/2014	W. W. GRAINGER	1,473.37
186355	10/06/2014	HOME DEPOT CREDIT SERVICES	7,342.13
186356	10/06/2014	DENICE INCIONG	587.14
186357	10/06/2014	IRVINE RANCH WATER DIST.	15,566.54
186358	10/06/2014	SANDY JEFFRIES	147.29
186359	10/06/2014	PHOTOGRAPHY BY TONY KAWASHIMA, INC	576.00
186360	10/06/2014	LYNDE-ORDWAY CO., INC.	330.00
186361	10/06/2014	KAREN MC NULTY	16.87
186362	10/06/2014	LORETTA M. NICCOLA	624.20
186363	10/06/2014	ORANGE CO. FARM SUPPLY	719.87

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

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
186364	10/06/2014	OFFICE MAX INCORPORATED	4,839.13
186365	10/06/2014	ORKIN PEST CONTROL 711	875.00
186366	10/06/2014	PACIFIC COACHWAYS CHARTER SERVICES, INC.	883.73
186367	10/06/2014	PSYCHOLOGICAL ASSESSMENT RESOURCES, INC.	114.40
186368	10/06/2014	PASCO SCIENTIFIC	172.00
186369	10/06/2014	JENNIFER PENNER	120.00
186370	10/06/2014	LILIANN PEREZ-STROUD	120.00
186371	10/06/2014	PETE'S ROAD SERVICE	793.46
186372	10/06/2014	POSITIVE PROMOTIONS INC.	408.55
		Unpaid Sales Tax	30.08
		Expensed Amount	438.63
186373	10/06/2014	UNITED STATES POSTAL SERVICE BUSINESS REPLY MAIL	2.06
186374	10/06/2014	PUBLIC SQUARED	5,500.00
186375	10/06/2014	QUICK CAPTION	5,202.00
186376	10/06/2014	S & B FOODS CATERING DIVISION	201.15
186377	10/06/2014	SAFEWAY, INC.	32.91
186378	10/06/2014	SARS SOFTWARE PRODUCTS, INC.	6,600.00
186379	10/06/2014	SC ASSOCIATED STUDENT BODY	1,172.08
186380	10/06/2014	SIGMA ALDRICH CHEMICAL CO.	437.11
186381	10/06/2014	SIMULAIDS, INC.	7,244.40
		Unpaid Sales Tax	568.83
		Expensed Amount	7,813.23
186382	10/06/2014	SMART & FINAL	142.17
186383	10/06/2014	JENNIFER SNIDER	210.00
186384	10/06/2014	SOUTHERN CALIFORNIA EDISON CO.	114,937.68
186385	10/06/2014	TESORO HIGH SCHOOL TESORO TRIBUNE	275.00
186386	10/06/2014	TUSTIN LOCK & SAFE	93.22
186387	10/06/2014	U.S. DATA TRUST CORPORATION	5,000.00
186388	10/06/2014	UNISOURCE WORLDWIDE INC.	1,237.35
186389	10/06/2014	LAURIE M. VARTANIAN dba RELIABLE RESPONSE	700.00
186390	10/06/2014	VENTEK INTERNATIONAL	6,432.75
186391	10/06/2014	VWR INTERNATIONAL, INC.	123.87
186392	10/06/2014	WALTERS WHOLESALE ELECTRIC	632.16
186393	10/06/2014	WARD'S NATURAL SCIENCE	69.28
186394	10/06/2014	WEST-LITE SUPPLY CO.	2,756.66
186395	10/06/2014	WESTMINSTER PRESS, INC.	6,786.72
186396	10/06/2014	MICHAEL E. WILSON	11,424.00
186397	10/06/2014	WINDOW FILM DEPOT, INC.	595.00
186398	10/06/2014	JIM WRIGHT	61.99
186399	10/06/2014	XEROX CORPORATION	17,777.03
186400	10/06/2014	LYNN YOUNG	180.00
186401	10/06/2014	ZAMA SPORTS	1,604.34
186402	10/06/2014	HOME DEPOT CREDIT SERVICES	230.94
186403	10/06/2014	OFFICE MAX INCORPORATED	15.52
186404	10/06/2014	XEROX CORPORATION	28.55
186405	10/06/2014	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	810.80
186406	10/06/2014	APPLE COMPUTER INC.	97.04

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## Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
186407	10/06/2014	CARVIN, INC.	440.93
186408	10/06/2014	DIV. OF THE STATE ARCHITECT STATE OF CALIFORNIA	25,507.72
186409	10/06/2014	DSE ARCHITECTURE, INC.	13,614.19
186410	10/06/2014	HARBOR CONSTRUCTION CO., INC.	305,959.85
186411	10/06/2014	HMC ARCHITECTS	38,000.00
186412	10/06/2014	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	4,494.00
186413	10/06/2014	LIONAKIS	1,343.85
186414	10/06/2014	TODD'S INSPECTION TESTING SERV	15,917.00
186415	10/06/2014	SO. ORANGE CO. COMM. COL. DIST	44,667.00
186416	10/06/2014	SO. ORANGE CO. COMM. COL. DISTWORKERS COMPENSATION	1,130.68
186417	10/06/2014	MVEP MEDICAL GROUP	219.00
		<b>Total Number of Checks</b>	<b>986</b>
			<b>7,381,315.55</b>

## Includes checks for only Bank Account COUNTY

	Count	Amount
Cancel	5	5,991.10
Reissue	4	1,844.79
Net Issue		7,373,479.66

## Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	852	3,563,146.83
12	Child Development Fund	18	3,614.69
40	Capital Outlay Fund	97	3,399,525.04
68	Self-Insurance Fund	7	63,070.91
71	Retiree Benefit Fund	3	347,074.76
Total Number of Checks		<b>977</b>	<b>7,376,432.23</b>
Less Unpaid Sales Tax Liability			<b>2,952.57</b>
Net (Check Amount)			<b>7,373,479.66</b>

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

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Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
011267	09/12/2014	GRACIELA VASQUEZ ACCE 2nd VICE PRES MMBRSHP	159.00
011268	09/12/2014	BRICKS 4 KIDZ ALC ENTERPRISES	270.00
011269	09/12/2014	AVONNETTE BRUCE TUTORING	2,325.00
011270	09/12/2014	GOOD TIMES TRAVEL, INC.	1,580.00
011271	09/12/2014	ARRON SEARCY	29.46
011272	09/12/2014	ERICA RAMIREZ-KORZEP	79.00
011273	09/12/2014	LOREN MICHEL	175.00
011274	09/19/2014	GREGORY J. ATWOOD THE GLASS SPECTRUM	600.00
011275	09/19/2014	KAYLAA FOX	110.25
011276	09/19/2014	MATHOBOTIX	8,328.10
011277	09/19/2014	SADDLEBACK COLLEGE	593.50
011278	09/19/2014	SADDLEBACK GOLF DRIVING RANGE	2,225.00
011279	09/19/2014	DENISE LUDS	12.10
011280	10/03/2014	ACCE	49.00
011281	10/03/2014	COMMUNITY COLLEGE LEAGUE OF CA	600.00
011282	10/03/2014	COHEN-NAGLESTAD ENTERPRISES LLC	301.50
011283	10/03/2014	PETER COSMAKOS, LLC	5,836.24
011284	10/03/2014	STEVEN DILLEY	90.74
011285	10/03/2014	ANTHONY GARCIA	1,800.00
011286	10/03/2014	TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE	858.57
011287	10/03/2014	MASTERS NOTARY ACADEMY	910.00
011288	10/03/2014	RP GROUP c/o MEETINGWISE LLC	400.00
011289	10/03/2014	WESTIN MISSION HILLS RESORT AND SPA	359.56
011290	10/03/2014	PANDARIN ACADEMY LORALYN WOLF	225.00
Total Number of Checks			24
			27,917.02

Includes checks for only Bank Account SC-CMED

## Fund Summary

Fund	Description	Check Count	Expensed Amount
09	SC Community Education Fund	24	27,917.02
Total Number of Checks		24	27,917.02
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			27,917.02

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Checks Dated 09/10/2014 through 10/06/2014

Check Number	Check Date	Pay to the Order of	Check Amount
009308	09/12/2014	ADVANCED TUTORING ATTN: AMANDA CLICK	14,332.20
009309	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	53,224.96
009310	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	7,840.25
009311	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	31,275.39
009312	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	42,722.53
009313	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	13,003.77
009314	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	30,926.07
009315	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	69,598.40
009316	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	21,769.67
009317	09/19/2014	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	32,842.56
009318	09/19/2014	BLAIR MCNEAL	25.00
009319	09/19/2014	KUMSUN KIM	100.00
009320	09/19/2014	LAGUNA CONCERT BAND ATTN: ANN STEELE	120.00
009321	10/03/2014	SHARON LOUIE	16.13
009322	10/03/2014	OFFICE MAX INCORPORATED	113.09
Total Number of Checks			15
			317,910.02

Includes checks for only Bank Account IVC-CMED

## Fund Summary

Fund	Description	Check Count	Expensed Amount
07	IVC Community Education Fund	15	317,910.02
Total Number of Checks		15	317,910.02
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			317,910.02

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

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**TO:** Board of Trustees

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

**RE:** SOCCCD: September/October 2014 Contracts

**ACTION:** Ratification

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**BACKGROUND**

On January 16, 2007, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$100,000, with the following exceptions: contracts involving bid limits, the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$83,400 for equipment, supplies and maintenance projects. During September/October 2014, the following contracts were reviewed and approved by the Vice Chancellor of Business Services, following review by legal counsel, when appropriate.

<b><u>CONTRACTOR NAME</u></b>	<b><u>CONTRACT AMOUNT</u></b>
<u>Quick Caption</u> Amendment – To augment original contract amount by \$65,000 for a total of \$75,000 due to increase of hearing impaired students requiring captioning services FY 2014-2015. Saddleback College	\$75,000.00
<u>Facility Dynamics Engineering</u> Agreement – For commissioning services for Saddleback College Fine Arts HVAC upgrades and interior renovation. District Services	\$70,602.00
<u>Cox Communications</u> Commercial Service Agreement – To renew service for the intercampus wide area network (WAN). Irvine Valley College	\$50,544.00
<u>Haitbrink Asphalt Paving</u> Independent Contractor Agreement – For maintenance repair of asphalt and concrete campus-wide from August 1, 2014 through June 30, 2017. Saddleback College	\$45,000.00

<u>AG Construction and Contracting</u> Agreement – For performing arts center flood damage repairs. Irvine Valley College	\$38,023.65
<u>Haitbrink Asphalt Paving, Inc.</u> Agreement – For soccer fence renovation and tree removal with a start date of October 10, 2014. Irvine Valley College	\$31,400.00
<u>Quest Diagnostics</u> Letter of Commitment – To provide laboratory testing for students in the Health and Wellness Center. Irvine Valley College	\$30,000.00 (Paid by students)
<u>Haitbrink Asphalt Paving, Inc.</u> Agreement – For Solar Decathlon asphalt pad with a start date of August 22, 2014. Irvine Valley College	\$21,395.00
<u>Tustin Unified School District</u> Independent Contractor Agreement – For faculty and teachers to participate in Program Advisory Groups as part of the AB86 Adult Education Consortium Planning Grant. Irvine Valley College	\$20,000.00
<u>PGINET Consulting</u> Independent Contractor Agreement – To perform website design, development and hosting. Irvine Valley College	\$20,000.00
<u>StormWind</u> Online Agreement – For online professional development training for technical staff. Saddleback College	\$19,615.00
<u>Irvine Marriott</u> Group Sales Agreement – To provide conference and catering services October 6, 2014 and October 8, 2014 for EEU Deputy Sector skills panels. Irvine Valley College	\$19,500.00
<u>Kwall</u> Independent Contractor Agreement – For website redesign. Saddleback College	\$18,650.00
<u>Lisa Messenger</u> Educational Services Agreement – To provide physical fitness classes for community education FY 2014-2015. Irvine Valley College	\$15,000.00 (Estimated based upon anticipated attendance)
<u>California Communication</u> Independent Contractor Agreement – To install new data lines and cables campus-wide as needed FY 2014-2015.	\$14,000.00

Saddleback College	
<u>Mary Williams</u> Amendment – To augment original contract by \$875 for a total of \$13,875 to help identify and contact businesses and industries for participation in skills panel events. Irvine Valley College	\$13,875.00
<u>Saddleback Valley Unified School District</u> Independent Contractor Agreement – For faculty and teachers to participate in Program Advisory Groups as part of the AB86 Adult Education Consortium Planning Grant FY 2014-2015. Irvine Valley College	\$13,250.00
<u>Mary Williams</u> Independent Contractor Agreement – To research, develop, and facilitate 5 skills panels. Irvine Valley College	\$13,000.00
<u>SIMS Tree Health Spec. Inc.</u> Independent Contractor Agreement – For tree assessment campus-wide FY 2014-2015. Saddleback College	\$10,000.00
<u>Southland Instruments, Inc.</u> Independent Contractor Agreement – For microscope repair and reconditioning FY 2014-2015. Irvine Valley College	\$8,592.00
<u>Hercules Portable Power, Inc.</u> Independent Contractor Agreement – For quarterly and annual maintenance-generator services and repairs as needed through June 30, 2017. Saddleback College	\$8,500.00
<u>WhatsUp Gold</u> License Agreement – For software license to assist the Technology Services Department in monitoring wired and wireless networks, systems and applications. Saddleback College	\$7,617.04
<u>Alexander Leigh</u> Amendment – To augment original contract amount by \$2,720 for a total of \$5720.00 for additional performances as musician October 13, 2014 through October 27, 2014 and December 5, 2014 through December 14, 2014. Saddleback College	\$5,720.00



<u>Stradling Yocca Carlson &amp; Rauth, P.C.</u> Independent Contractor Agreement – For fiduciary liability exposure mitigation, including conflict of interest, policies, procedures and annual training strategy. District Services	\$5,700.00
<u>Town &amp; Country Glass</u> Independent Contractor Agreement – To repair and replace glass, mirrors or protective film damage campus-wide through June 30, 2017. Saddleback College	\$5,000.00 (Per Fiscal Year)
<u>Merry Kim</u> Independent Contractor Agreement – To perform research on course offerings at the K-12, ROPS and community colleges. Irvine Valley College	\$5,000.00
<u>New Vision Construction</u> Agreement – To replace ceiling tiles in the first floor hallway of SM-102 with a start date of September 22, 2014. Saddleback College	\$4,895.75
<u>West Coast Lights &amp; Sirens</u> Independent Contractor Agreement – To install emergency equipment in police utility vehicle. Saddleback College	\$4,875.00
<u>Berktree Learning</u> Educational Services Agreement – To provide a learning homework club for community education during the fall semester of 2014. Saddleback College	\$4,200.00 (Estimated based upon anticipated attendance)
<u>PENN Corp. Relocation Services, Inc.</u> Independent Contractor Agreement – For monthly storage of items from Village 4 to an off-site location through FY 2015-2016. Saddleback College	\$4,032.00 (Per Fiscal Year)
<u>SIMS Tree Health Spec. Inc.</u> Independent Contractor Agreement – For quarterly soil testing of athletic fields FY 2014-2015. Saddleback College	\$4,000.00
<u>Out of the Box Learning and Arts</u> Educational Services Agreement – To provide an after-school drama program for community education during the fall semester of 2014. Saddleback College	\$3,600.00 (Estimated based upon anticipated attendance)

<u>SectorPoint, Inc.</u> Independent Contractor Agreement – To build SharePoint Workday sub-site with custom navigation, web parts and masthead as per the SOCCCD provided markup. District Services	\$3,500.00
<u>Moritaka Kina</u> Independent Contractor Agreement – For piano tunings FY 2014-2015. Irvine Valley College	\$3,400.00
<u>Pacific Coachways</u> Acceptance – To provide student bus services November 12, 2014 and November 14, 2014. Irvine Valley College	\$3,150.00
<u>TUKATECH</u> Online Agreement – For pattern design, grading and marker making software. Saddleback College	\$3,000.00
<u>BPC, Inc.</u> Agreement – To install a door at AGB-124 with a start date of September 12, 2014. Saddleback College	\$2,997.00
<u>Meridian IT</u> Statement of Work- For virtual desktop infrastructure project. District Services	\$2,960.00
<u>Town &amp; Country Glass</u> Agreement – To replace broken glass at PE-400 and Lot #13 bus stop with a start date of September 19, 2014. Saddleback College	\$2,450.00
<u>Mission Automotive Equipment and Lifts</u> Independent Contractor Agreement – For repairs, installation and maintenance for all air compressors for Advance Technology and Applied Science. Saddleback College	\$2,400.00
<u>Pro Railing Metal Works</u> Agreement – To fabricated and install guardrails at Health Sciences building. Saddleback College	\$2,304.00
<u>Courtyard Marriott</u> Catering Sales Agreement – To provide conference and catering services October 15, 2014 through October 17, 2014 for Advanced Police Management Leadership Meeting. Irvine Valley College	\$2,180.00

<u>Kent Helwig</u> Independent Contractor Agreement – To provide the music production of “Spelling Bee” September 30, 2014 through October 28, 2014. Irvine Valley College	\$2,000.00
<u>Kirin Certified Quality Engineering</u> Educational Services Agreement – To provide future engineers’ classes for community education during the fall semester of 2014. Saddleback College	\$1,920.00 (Estimated based upon anticipated attendance)
<u>The Artbar</u> Educational Services Agreement – To provide art classes for community education during the fall semester of 2014. Saddleback College	\$1,920.00 (Estimated based upon anticipated attendance)
<u>DirecTV</u> Agreement – To provide 24 hour news access. Irvine Valley College	\$1,322.89
<u>Stout and Burg Electric, Inc.</u> Independent Contractor Agreement – To perform testing on transformer. Irvine Valley College	\$1,288.00
<u>Steris Corporation</u> Agreement – For autoclaves repair in B400 with a start date of September 15, 2014. Irvine Valley College	\$1,287.25
<u>Robert Platz</u> Independent Contractor Agreement – To perform as guest artist musician for the Department of Theatre Arts productions FY 2014-2015. Saddleback College	\$1,240.00
<u>Lee Armstrong Co.</u> Agreement – To replace damaged flooring in PE-501 with a start date of October 3, 2014. Saddleback College	\$1,200.00
<u>Pam Barton</u> Independent Contractor Agreement – To provide technical theatre services for the production of “25 <sup>th</sup> Annual Putnam County Spelling Bee” September 30, 2014 through November 25, 2014. Irvine Valley College	\$1,200.00
<u>Evoqua Water Technologies</u> Agreement – For annual maintenance and replacement filter for deionized water system. Irvine Valley College	\$1,200.00

<u>Cerritos College Theatre Arts Department</u> Rental Agreement – For stage rental for the production of “Godspell” July 24, 2014 through August 5, 2014. Saddleback College	\$1,200.00
<u>Scott A. Cokely</u> Independent Contractor Agreement – To perform as a guest artist musician for the production of “25 <sup>th</sup> Annual Putnam County Spelling Bee” October 13-27, 2014. Saddleback College	\$1,040.00
<u>Stout and Burg Electric, Inc.</u> Agreement – For dedicated circuit installation for crypt freezer in B400 with a start date of October 10, 2014. Irvine Valley College	\$982.00
<u>Damon Zick</u> Independent Contractor Agreement – To perform a guest artist for the jazz music program on October 27, 2014. Saddleback College	\$800.00
<u>Go Daddy</u> Online Agreement – To renew domain names for 3 years. Irvine Valley College	\$777.00
<u>UMIPIANO LLC-David Belenzon Management, Inc.</u> Independent Contractor Agreement – To provide guest artist for Performing Arts Center concert on September 26, 2014. Irvine Valley College	\$750.00
<u>Avalon Tent &amp; Party</u> Rental Agreement – For tent rentals for the St. Baldrick’s Dance Against Cancer event hosted by Saddleback College on October 29, 2014. Saddleback College (ASG Funds)	\$735.43
<u>Dabco, Inc.</u> Agreement – To install lavatory guards to LRC restrooms lavatory. Saddleback College	\$701.96
<u>Culligan Equipment Rental</u> Rental Agreement – To provide and exchange water softener canisters in Culinary Arts Lab FY 2014-2015. Saddleback College	\$688.20
<u>Cal Building Systems</u> Independent Contractor Agreement – For removal and replacement of PE 200 fire and safety system’s exterior post indicator valve tamper switch	\$662.50
<u>Bruce A. Stevens</u> Independent Contractor Agreement – For piano repairs for Fine Arts Division.	\$600.00

Saddleback College	
<u>Window Film Depot</u> Agreement – To install security film on Saddleback Gallery doors. Saddleback College	\$595.00
<u>Tony Kawashima</u> Independent Contractor Agreement – For on-site photography, post-processing of digital images and proof sheets. Saddleback College	\$560.00
<u>Essence Entertainment</u> Independent Contractor Agreement – To provide a professional photographer for the IVC Performing Arts dance performance and dress rehearsal on September 22, 2014. Irvine Valley College	\$550.00
<u>Taylor Ho Bynum</u> Independent Contractor Agreement – To perform as guest artist for jazz program on September 29, 2014. Saddleback College	\$550.00
<u>FunFlicks Outdoor Movies</u> Event Rental Agreement – For outdoor theater rental on October 1, 2014. Saddleback College (ASG funds)	\$489.00
<u>Brian Svoboda</u> Independent Contractor Agreement – To perform as sound consultant and engineer for the Department of Theatre Arts FY 2014-2015. Saddleback College	\$480.00
<u>Doheny State Beach</u> Special Event Permit – For the use of the beach volleyball courts at Doheny State Beach for classes from January 23, 2015 through May 15, 2015. Saddleback College	\$475.00
<u>Go Daddy</u> Online Agreement – To renew foundation domain names for 3 years. Irvine Valley College (Foundation)	\$433.56
<u>Hyunjoo Choi</u> Independent Contractor Agreement – To perform as an accompanist for the IVC music department on August 19, 2014 and August 26, 2014. Irvine Valley College	\$300.00

<u>California Stage and Lighting</u> Renal Agreement – To rent LED-NE color strip lighting October 8, 2014 through October 28, 2014. Saddleback College	\$300.00
<u>Robbie Britt</u> Independent Contractor Agreement – To perform two songs for the 9/11 Ceremony on September 11, 2014. Irvine Valley College	\$250.00
<u>Tim Hall</u> Independent Contractor Agreement – To perform as a guest artist for the Jazz music program October 16, 2014. Saddleback College	\$200.00
<u>Go Daddy</u> Online Agreement – To renew inside.ivc.edu domain name. Irvine Valley College	\$89.99
<u>St. Baldrick's Foundation</u> Agreement – For Dance Against Cancer and head shave event to help raise funds for pediatric cancer research on October 29, 2014. Saddleback College	\$0.00
<u>Floor Tech Group</u> Change Order – To extend completion date to replace floor in Health Center from August 30, 2014 to September 30, 2014. Irvine Valley College	\$0.00
<u>Orange County Superintendent of Schools</u> Agreement – To provide clinical/internship experience to enhance student experiences in the Health Sciences program. Saddleback College	\$0.00
<u>Employment Development Department</u> Amendment – To extend educational training date from August 7, 2014 to August 25, 2014. Irvine Valley College	\$0.00
<u>Orange County Auto Show</u> Rental Agreement – For booth rental at the Orange County Auto Show October 2-5, 2014. Saddleback College	\$0.00

**TO:** Board of Trustees

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

**RE:** Irvine Valley College: 2014 Student Equity Plan Report

**ACTION:** Approval

---

### **BACKGROUND**

In November 2002, the Board of Governors adopted the recommendations of the Task Force on Equity and Diversity to implement title 5 regulations requiring colleges to develop a Student Equity Plan (SEP). Colleges were subsequently asked to update and complete plans in 2005. In response to the economic downturn and State budget cuts that began in 2008-09 and continued through 2012-13, the legislature instituted categorical program flexibility that suspended many regulatory requirements related to student equity and other initiatives.

The Student Success Act of 2012 (SB1456) reaffirmed the importance of focusing on student equity in the effort to improve student success. SB1456 has since served as the impetus to review and update the student equity planning process. The plan focuses on increasing access, course completion, ESL and basic skills completion, degrees, certificates and transfer for all students as measured by success indicators linked to the CCC Student Success Scorecard.

The Board of Governors has made student equity planning a minimum standard for receipt of state funding. In January 2014, in recognition and support of the importance of the need to identify and support equity and success for all students, the governor's 2014-15 budget proposed to target \$100 million of additional Student Success and Support Program funding to close achievement gaps in access and success in underrepresented student groups, as identified in local SEPs.

### **STATUS**

In the spring 2013, IVC established a Student Equity workgroup. Its primary focus was to update and revise the 2005 Student Equity Plan. IVC and Saddleback presented a joint Student Equity Plan overview to the Board of Trustees at the September 27, 2014 board meeting.

IVC is submitting the 2014 Student Equity Plan, Exhibit A, to the Board of Trustees for approval.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the 2014 Student Equity Plan submitted by Irvine Valley College.

# **Student Equity Plan 2014**



IRVINE VALLEY  
COLLEGE





## **Student Equity Plan**

**For Board Review and Approval:  
October 27, 2014**

# Irvine Valley College Student Equity Plan

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Irvine Valley College  
2014 Student Equity Plan:

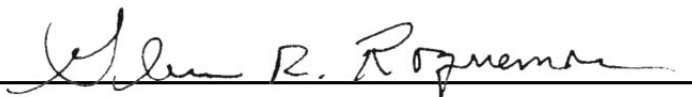
**Signature Page**

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

**Date Approved by Board of Trustees:** \_\_\_\_\_

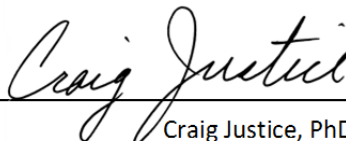
**College President:** \_\_\_\_\_

  
Glenn R. Roquemore, PhD

**Vice President of Student Services:** \_\_\_\_\_

  
Linda M. Fontanilla, EdD

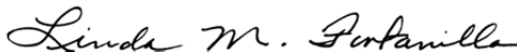
**Vice President of Instruction:** \_\_\_\_\_

  
Craig Justice, PhD

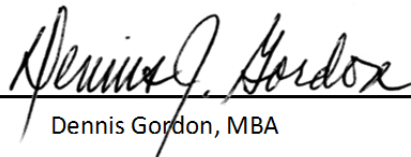
**Academic Senate President:** \_\_\_\_\_

  
Kathy Schmeidler, PhD

**Student Equity Coordinator/Contact Person:** \_\_\_\_\_

  
Linda M. Fontanilla, EdD

**Student Equity Coordinator/Contact Person:** \_\_\_\_\_

  
Dennis Gordon, MBA



## **Student Equity Plan**

### **Executive Summary**

## Irvine Valley College 2014 Student Equity Plan:

### Executive Summary

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#### INTRODUCTION AND BACKGROUND

##### *ABOUT IRVINE VALLEY COLLEGE*

Opened in 1979 as Saddleback College North Campus, Irvine Valley College (IVC) received its current name and independent status in July 1985. In July 1988, the college received its first accreditation as a separate institution by the Western Association of Schools and Colleges. In 2010, the college celebrated its 25th anniversary as an accredited California community college.

IVC currently ranks number one among California community colleges for its four-year institution transfer rate. The college offers a full complement of programs, from most traditional liberal arts and sciences to advanced technologies. It has established a reputation for excellence within the community and among the student population.

The success of the college's many programs has been reflected in its continued enrollment growth. At present, over 14,000 students participate in the college's day, evening and online programs. All instructional programs at the college are housed within 10 academic schools. Full-time instructional deans work with the vice president for instruction and the president in overseeing the instructional activities of the college.

IVC is a public community college funded by a combination of state and local tax dollars. Through its foundation, the college also actively solicits private donations from individuals and corporations to support its capital outlay projects, program needs, and students through scholarships. The seven-member Board of Trustees of the South Orange County Community College District, through the Office of the Chancellor, governs IVC, Saddleback College in Mission Viejo, and the Advanced Technology & Education Park (ATEP) in Tustin. Board members are elected at large from representative areas of the district. IVC is under the direction and guidance of its president who, with the faculty and staff, administers the college and oversees the implementation of Board policies.

IVC is committed to ensuring student equity in both its academic programs and its wide range of student support services<sup>i</sup>. We support a student equity definition that states, student equity promotes "student success for all students, regardless of race, gender, age, disability, or economic circumstances."<sup>ii</sup>

IVC strives to provide a welcoming, inclusive and accessible environment to all participants, regardless of demographic characteristics, and to ensure that all students have an equal opportunity for academic success.

Our commitment to student equity is further exemplified in the college's vision, mission, goals, and objectives:

### ***VISION STATEMENT***

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

### ***MISSION STATEMENT***

Irvine Valley College is committed to student success. The College is devoted to student learning and success through exemplary and integrated teaching and support services, effective stewardship, and continued accessibility in a diverse community.

### ***IVC 2014-2020 STRATEGIC GOALS***

Goal 1: IVC will foster an environment characterized by creativity, innovation, respectful interactions and collaboration.

Goal 2: IVC will promote students' success by enhancing the teaching and learning environment.

Goal 3: IVC will advance economic and workforce development through regional partnerships with educational institutions and industry and by strengthening career technical education.

Goal 4: IVC will strengthen long-term financial health and institutional effectiveness through integrated planning and resource allocation.

### ***IVC 2014-2020 STRATEGIC OBJECTIVES***

1.1 Recognize and support innovative ideas that improve collaboration and respectful interactions district-wide.

1.2 Improve district climate in the areas of optimism, commitment, and respectful collaboration.

1.3 Improve the representative process through active engagement and communication.

1.4 Increase professional development opportunities that potentiate employees' talents and interests.

1.5 Improve training for all employees to increase district wide understanding of organizational structure, resources, processes and procedures.

2.1 Increase student completion rates (degrees, certificates, and transfer) while preserving access, enhancing quality, and closing achievement gaps.

2.2 Increase employee professional development opportunities that focus on student success outcomes.

2.3 Increase opportunities for student engagement inside and outside the classroom, evidenced by co-curricular participation, student services, and instructional support.

3.1 Formalize collaborative partnerships with the business community and regional educational institutions to support workforce development.

- 3.2 Improve alignment between workforce development offerings and regional job opportunities.
- 3.3. Provide relevant, innovative, and appropriate workforce training.
- 3.4. Improve student career preparation and readiness through experiential learning opportunities that allow students to explore career options, acquire work experience in their chosen field, and develop professional contacts.
- 4.1 Systematically assess the effectiveness of planning and resource allocation district-wide.
- 4.2 Improve processes and procedures for efficiency, effectiveness, and responsiveness district-wide.
- 4.3 Develop and initiate multi-year financial planning.

### ***REVIEW OF THE 2005 IVC STUDENT EQUITY PLAN***

California community colleges have been tasked since 1996 with developing a Student Equity Plan and filing it with the state Chancellor's Office. Recommendations from the Task Force on Equity and Diversity were adopted by the Board of Governors in 2002, with guidelines for completing the equity plans published in June 2003. Colleges were last asked to submit a plan in 2005.

IVC's previous Student Equity Plan, dated December 2005, was released after being vetted by all shared governance groups on campus and approved by the Board of Trustees.

The 2005 Student Equity Plan focused on five goals:

*GOAL 1. Increase the percentage of underrepresented students.*

*GOAL 2. Increase the successful course completion rate for all courses for the following underachieving groups:*

- *Blacks/African-Americans*
- *Gender*
- *Hispanics*
- *Native Americans*

*GOAL 3. Increase the successful completion rates of males, Latinos, and Blacks/African-Americans.*

*GOAL 4. Increase the percentage of degree and certificate completion for the following under-achieving groups:*

- *Blacks/African-Americans*
- *Males*

*GOAL 5. Increase the number and percentage of transfers.*

### ***PROGRESS TOWARD 2005 STUDENT EQUITY GOALS***

During the last decade, California and the nation experienced a recession and subsequently a slow economic recovery, with its related cuts to student services and research. Since no mandate came from the state for nearly ten years to revisit the Student Equity Plan, other college priorities took center stage during this time of financial and political upheaval. In addition, employees tasked with the 2005 IVC Student Equity Plan are no longer with the College to maintain institutional memory and pressure to focus on the specifics of that plan.

However, Student Equity Plan activities such as mandatory assessment and advisement have been incorporated into the Matriculation Plan despite budget cuts. The Matriculation Plan, now called the Student Success and Support Program, continues to integrate campus-based research from the SEP and address related activities. Under the Matriculation Plan, for example, specialized in-person orientations will be created in order to address the needs of ESL students.

Since publishing the Student Equity Report in December 2005, the college's student population has grown and student demographics have shifted. Since the previous plan, the data reveal the following for each of the goals established in the 2005 Student Equity Plan:



- Goal 1: IVC students are not disproportionately impacted by race or ethnicity.
- Goal 2: Previously identified underachieving groups are no longer disproportionately impacted in overall course completion.
- Goal 3 and 4: Students are no longer adversely impacted when examining completion rates (SPAR) by gender and ethnicity. However, there is now an impact compared by age group.
- Goal 5: Transfers have increased over the years, placing IVC at number one in transfer rates in Orange County and the state of California.

### *INTRODUCTION TO THE 2014 IVC STUDENT EQUITY PLAN*

Statewide focus on Student Success has been reaffirmed by the passage of SB 1163 and SB 1456 in 2012. In addition, the Governor’s Budget Recommendation for Community Colleges for 2014-15 proposed funds for Student Success. Based on Title 5 requirements, colleges have been directed to conduct an evaluation of the Student Equity Plan’s student success indicators (Access, Transfer, ESL and Basic Skills Completion, Course Completion, and Degree/Certificate Completion) to assess whether there is a disproportionate impact among certain subpopulations (gender, age, ethnicity, disabled persons, persons who are economically disadvantaged, foster youth, and veterans).

Disproportionate impact occurs when “the percentage of persons from a particular racial, ethnic, gender, age or disability group who are directed to a particular service or placement based on an assessment instrument, method, or procedure is significantly different from the representation of that group in the population of persons being assessed, and that discrepancy is not justified by empirical evidence demonstrating that the assessment instrument, method or procedure is a valid and reliable predictor of performance in the relevant educational setting.”<sup>iii</sup>

The Student Equity Plan workgroup has a goal to establish a committee that is comprised of faculty, staff, representatives from constituency groups (e.g., Academic Senate and Classified Senate, Associated Students of Irvine Valley College), researchers, and community members. The committee will have five different workgroups, one for each of the five success areas addressed in the plan. Part of the committee’s charge will include hosting a campus-wide forum to allow all IVC employees and students an opportunity to brainstorm and talk about the Student Equity Plan.

Currently, the College’s Institutional Effectiveness Committee (IEC) shared governance committee oversees the Student Equity Plan workgroup. The committee’s charge is to review, oversee, recommend, evaluate, and communicate the following:

- Strategic planning objectives and strategies
- Student Success Scorecard (AB 1417, ARCC)
- Basic Skills Initiative programs and funding
- Research advisory for college institutional effectiveness
- Student Equity Plan
- Collect governance input and preform regular update of the “Irvine Valley College Planning and Decision-Making Manual”
- Instructional and student services program reviews (comprehensive and updates)

- Annual review of instructional and student services SLO and AUO results and reports
- Gainful Employment regulations and policies
- Program Review oversight
- Professional Development oversight (Professional Development Advisory Committee responsibilities)
- Accreditation planning agendas

Activities related to the Student Equity Plan fall under the purview of the College's Student Success, Access, Matriculation, Marketing, and Outreach (SSAMMO) Committee, whose charges are as follows:

- Strategic planning objectives and strategies
- Matriculation processes
- Identify and propose solutions for student access concerns
- Student success mandates and other efforts
- Marketing materials such as publications and media tools that assist students in understanding campus culture, academic programs, and student services
- Relationships with media, high school counselors, K-12 partners, other colleges and universities, and community organizations
- Planning and promotion of key events for the purposes of outreach
- Student recruitment and completion
- Provide logistical support for high-profile college events

IVC's student equity plan was developed to guide the development of new, forward-reaching activities in order to improve student success. The college also used this opportunity to review its past efforts at addressing student equity issues.

This Student Equity Plan was developed in alignment with the findings of recent visitors to Irvine Valley College. In Spring 2014, Barbara Ginsberg from Atkinson, Andelson, Loya, Ruud and Romo presented on the diversity issues commonly faced at community colleges and how to address them. Recently, Dr. Kay McClenney, founding Director of the Center for Community College Student Engagement, and California Community Colleges Chancellor Dr. Brice Harris were both invited speakers at IVC during the Fall 2014 professional development week of activities. Each spoke about the need to quickly reform educational offerings and student services to meet students' needs. Additionally, IVC has taken information presented by Dr. Darla Cooper from the Research and Planning Group and is focusing on the six factors most likely to influence student success.

Data for the current plan reveal certain areas that appear to be disproportionately impacted. However, sample size must be considered when interpreting these data. According to the central limit theorem, the sample size must be at least 30 in order to yield a normal distribution of sampling statistics, regardless of whether the population from which samples are drawn is itself normally distributed or skewed.<sup>iv</sup> Therefore, this equity plan focuses only on apparently adversely impacted groups with a sample size of 30.

The following information provides an overview of each disproportionately impacted area, as well as related research efforts, objectives, resources, and planned activities and their funding. The activities planned may evolve as a result of additional research. Therefore, future activities are not restricted to those detailed in this plan.

### ***GOAL OF THE 2014 IVC STUDENT EQUITY PLAN***

The overarching goal of the Irvine Valley College 2014 Student Equity Plan is based on three themes: research, outreach, and expansion of services. These three themes are present in each of the planned activities for all six objectives. By focusing on each of these themes, we will be able to achieve our overall goal:

***Determine the educational and support needs of students, increase students' awareness of existing services, and enhance proffered services in order to decrease the disproportionate impact to affected students.***

## Contact People/Student Equity Coordinators

---

Linda Fontanilla, Ed.D  
Vice President for Student Services  
(949) 451-5214  
lfontanilla@ivc.edu

Dennis Gordon, MBA  
Acting Director, Student Life and Development  
(949) 451-5272  
dgordon@ivc.edu

# STUDENT EQUITY PLAN SUMMARY

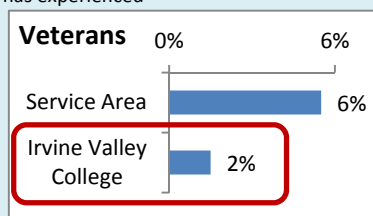
## I. POPULATION: VETERANS

### INDICATORS: ALL

#### CAMPUS BASED RESEARCH

Compared to 5.5% of the service area population being veterans, only 1.5% of IVC students reported as being veterans in Fall 2013. This reveals a PI of 0.28, thereby indicating that this subpopulation is severely underrepresented at the College. Additionally, a recent veteran survey in Spring 2014 revealed the following:

- 84.4% never received assistance from the Disabled Students Program
- 67.5% have expressed concerns about Post-Traumatic Stress Disorder
- 65% expressed concerns about employment
- 62.5% are aware of a fellow veteran who has experienced or expressed concerns about depression
- 57.8% suffered an illness or injuries as a result of service
- 52.5% had concerns related to Anxiety
- 15% have had suicidal thoughts
- 5% have attempted suicide



#### DATA ANALYSIS AND FINDINGS

Based on a sample of 47 veterans:

College Level	Writing 1	34%
Remedial	Writing 201,301,RD 370, recommend ESL test	66%

Based on a sample of 53 veterans:

College Level	Math 105,8,9,10,124,206	7.5%
AA Level	Math 253,200,250,252	30%
Remedial	Math 353, 351, see counselor	62.5%

In addition to the aforementioned statistic, a recent survey on veteran students revealed inadequacies in support services and educational challenges among this student population. This traditionally at-risk population for the most part has not previously attended college or has not attended for a substantial time. Also, for a large percentage of veterans, the effects of Post-Traumatic Stress Disorder (PTSD) or Traumatic Brain Injuries (TBI) pose substantial additional barriers to academic success. These circumstances coupled with their generally lower placement in math and English makes it particularly challenging for them to achieve their academic goals. Overall, veterans are evolving into a major underserved population at the post-secondary level, but serving them proves to be a challenge since their status is self-reported.

#### RESOURCES

Veterans Services Center (VSC)  
 Priority Registration  
 On-Site Vocational Rehabilitation Counselor  
 On-Site Mental Wellness Therapist  
 Extended Tutoring in Learning Center  
 Vet-to-Vet tutoring in VSC  
 Support Services for Housing, Food & Medical Resources  
 VA Work- Study opportunities  
 On-Site Certifying Official (VSC)  
 Designated Academic Counseling  
 Career and Academic Advisement by Discipline Faculty

#### ACTIVITIES

##### RESEARCH

1.1 Coordinate with District IT to establish a MySite module for Veteran data collection and report building.

##### OUTREACH

1.2 Advertise the annual Veteran Symposium in the local community, i.e.: Irvine World News.

1.3 Work with Outreach to target this population.

1.4 Develop a plan to a) identify current Veteran students who have not taken advantage of services offered at the VSC and b) to encourage current veteran students to self-identify.

##### EXPANSION OF SERVICES

1.5 Remediation including tutoring and workshops. Increase in support services re: housing, food, mental health. Establish book program for students with financial needs.

1.6 Implement a remediation program to improve placement scores upon admission and prior to retesting.

1.7 Integrate and partner with campus Disabled Students Program to offer accommodations for the physical and mental health issues many veterans face.

1.8 Build an educational resource base for campus personnel by providing in-services for those that are observing issues with our veterans and who are supporting their education.

1.9 Develop referral system utilizing the VA mental health and medical system to maximize student veteran access to medical benefits.

#### TARGET

Identify 100% of enrolled Veteran students eligible for services by spring 2016. Ensure all identified Veteran students have received advisement and have a comprehensive academic plan by spring 2018.

#### FUNDING SOURCES

State allocation for Student Equity, ASIVC fund, General fund, BSI, Perkins, Student Success and Support Program, Wells Fargo grant

## II. INDICATOR: ESL AND BASIC SKILLS COMPLETION

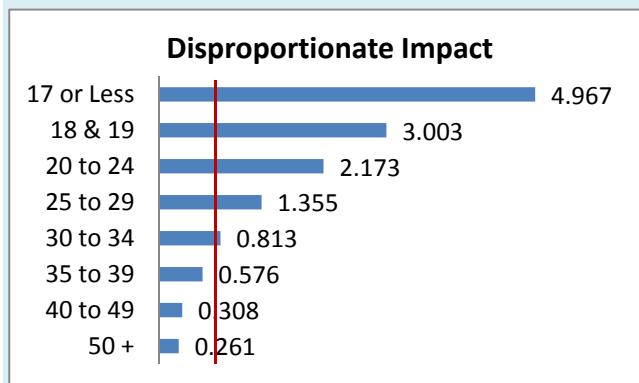
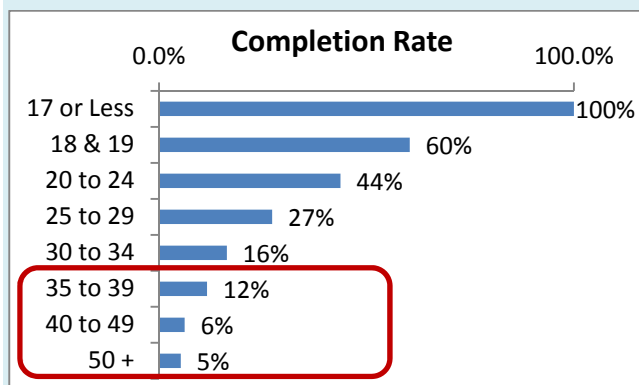
THE PERCENTAGE OF CREDIT STUDENTS WHO ATTEMPTED A COURSE DESIGNATED AT “LEVELS BELOW TRANSFER” IN ESL AND SUCCESSFULLY COMPLETED A COLLEGE-LEVEL ESL OR COLLEGE-LEVEL ENGLISH COURSE WITHIN SIX YEARS.

### CAMPUS BASED RESEARCH

#### DISPROPORTIONATE IMPACT:

Basic Skills Improvement (BSI) for ESL by Age: The data below indicates that students age 35+ have the lowest completion rates in BSI-ESL at 23%. These students are disproportionately impacted when compared to the 100% completion rate of students ages 17 or less.

### DATA ANALYSIS AND FINDINGS



### RESOURCES

Language Acquisition Center  
 Revised ESL sequence to align curriculum  
 Orientation for ESL students  
 Multilingual Campus Directory  
 Counseling  
 Career and Academic Advisement by Discipline Faculty Members

### ACTIVITIES

#### RESEARCH

- 2.1 Determine whether these students are taking ESL courses for primarily social rather than academic reasons.
- 2.2 Determine the educational goals of the students in the identified group, as well as the number/percentage who are/have enrolled in other for-credit, college-level courses; and who have enrolled only in ESL classes.
- 2.3 Investigate if students are applying for financial aid, and the type of aid for which they are applying (e.g., BOG fee waiver, Pell Grant, work study, etc.).
- 2.4 Determine if they are taking only 30 units and leaving upon disqualification for further financial aid.
- 2.5 Using an exit survey, investigate if students will continue/discontinue taking ESL classes and for what reasons.
- 2.6 Assess potential enhanced non-credit ESL program before implementing any changes.
- 2.7 Visit established non-credit ESL programs in other community colleges.
- 2.8 Assess progress and development of the South Orange County Regional comprehensive Plan for Adult Education in response to AB86.

#### OUTREACH

- 2.9 Promote in multiple languages free tutoring in Basic Skills/ESL at the Student Success Center and enrollment in the Language Acquisition Center.
- 2.10 Promote the revised ESL Academic English sequence to Writing 1 with ESL students, ESL instructors, and counselors.
- 2.11 Target marketing efforts to businesses and institutions that employ and serve this demographic.

#### EXPANSION OF SERVICES

- 2.12 Consider developing a community education platform and expanding evening, weekend, and online courses and services for a multi-level, enhanced non-credit ESL program for students who want to take courses for non-academic reasons such as vocational, survival skills, citizenship, and lifelong learning purposes.
- 2.13 Create a non-credit Language Acquisition Center lab curriculum to augment classroom instruction.
- 2.14 Offer more services to ESL and international students.

### TARGET

*Increase rates of Basic Skills Improvement for ESL among students age 35+ according to their individual education goals by 3 points from 23% to 26% by spring 2018.*

### FUNDING SOURCES

State allocation for Student Equity, ASIVC, fund, General fund, BSI, Perkins, Student Success and Support Program

### III. INDICATOR: ESL AND BASIC SKILLS COMPLETION

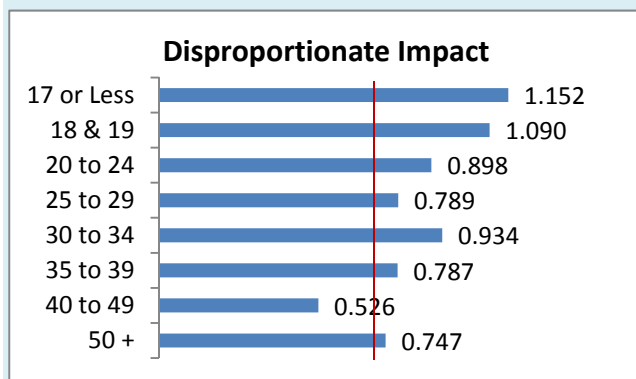
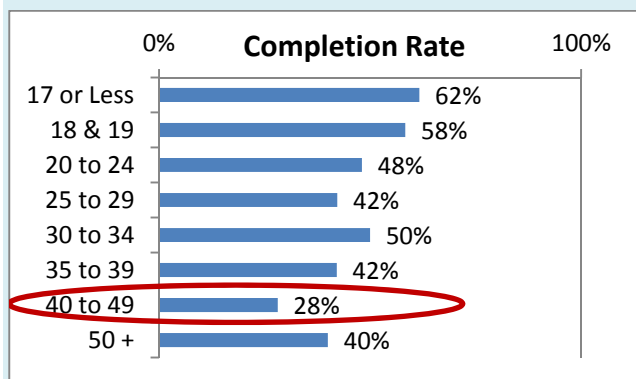
THE PERCENTAGE OF CREDIT STUDENTS WHO ATTEMPTED A COURSE DESIGNATED AT “LEVELS BELOW TRANSFER” IN ENGLISH AND SUCCESSFULLY COMPLETED A COLLEGE-LEVEL COURSE IN ENGLISH WITHIN SIX YEARS.

#### CAMPUS BASED RESEARCH

##### DISPROPORTIONATE IMPACT:

Basic Skills Improvement (BSI) for English by Age: The data below indicates that students ages 40 to 49 have the lowest completion rate in BSI-English at 28%. These students are disproportionately impacted when compared to the 62% completion rate of students ages 17 or less.

#### DATA ANALYSIS AND FINDINGS



#### RESOURCES

- Language Acquisition Center
- Orientation for ESL students
- MAPs
- Infusion of Student Success and Support Program funds
- Workshops to help students develop life/educational goals
- Support Service Programs
- New Academic English Curriculum to Writing 1
- Counseling
- Career and Academic Advisement by Discipline Faculty Members

#### ACTIVITIES

##### RESEARCH

- 3.1 Determine the educational goals of the students in the identified group, as well as their employment status and the number of hours employed per week.
- 3.2 Investigate implementation of a pretest survey to assess appropriate placement test, potentially using stipends.
- 3.3 Investigate if students are applying for financial aid, and the type of aid they are applying for (e.g., BOG fee waiver, Pell Grant, work study, etc.).
- 3.4 Determine if they are taking only 30 units and leaving upon disqualification for further financial aid, or if they are taking one or two classes.
- 3.5 Investigate, using methods including surveys, why students do not complete (e.g., placement, financial reasons, external commitments, etc.).
- 3.6 Collect data on whether these students are completing the ESL sequence.
- 3.7 Identify the desirability and availability of English courses offered in the evenings and on the weekends.
- 3.8 Research what other colleges in Region 8 with similar completion rates are doing to target this population, and whether they offer non-credit options.
- 3.9 Investigate updating the online orientation process, potentially using stipends.

##### OUTREACH

- 3.10 Consider publishing flyers about available services in multiple languages.

##### EXPANSION OF SERVICES

- 3.11 Investigate whether to expand the availability of English courses (i.e. accelerated or pre-collegiate English) and services (i.e. Student Success Center), including in the evenings and on the weekends, with methods including hiring support staff and offering professional development/stipends to faculty and/or course directors.
- 3.12 Offer a greater variety of topics for Writing 1 in effort to appeal to more diverse students and provide students more opportunities to write in a more practical way that applies to other areas of study.
- 3.13 Offer more counseling services to ESL and international students.

#### TARGET

Increase rates of Basic Skills Improvement for English among students ages 40 to 49 according to their individual education goals by 3 points from 28% to 31% by spring 2018.

#### FUNDING SOURCES

State allocation for Student Equity, ASIVC fund, General fund, BSI, Perkins, Student Success and Support Program

## IV. INDICATOR: ESL AND BASIC SKILLS COMPLETION

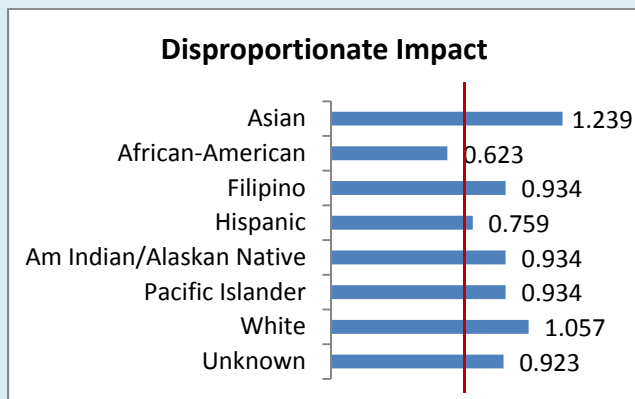
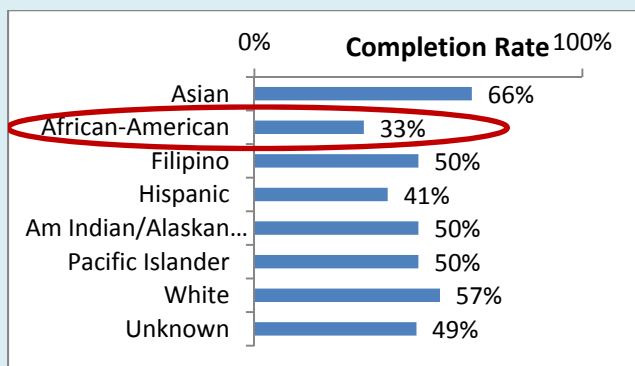
THE PERCENTAGE OF CREDIT STUDENTS WHO ATTEMPTED A COURSE DESIGNATED AT “LEVELS BELOW TRANSFER” IN ENGLISH AND SUCCESSFULLY COMPLETED A COLLEGE-LEVEL COURSE IN ENGLISH WITHIN SIX YEARS.

### CAMPUS BASED RESEARCH

#### DISPROPORTIONATE IMPACT:

Basic Skills Improvement (BSI) for English by Ethnicity: The data below indicate that African/African-American students have the lowest completion rate in BSI-English at 33%. These students are disproportionately impacted when compared to the 66% completion rate of the highest performing subgroup, Asians.

### DATA ANALYSIS AND FINDINGS



### RESOURCES

Student Success Center (e.g., Tutoring, Language Acquisition Center)  
 Student Ambassadors Program  
 MAPs  
 Infusion of Student Success and Support Program funds  
 Workshops to help students develop life/educational goals  
 Support Service Programs (e.g., Financial Aid, EOPS/CARE, CalWORKs, DSPS)  
 Multilingual Campus Directory  
 Counseling  
 Career and Academic Advisement by Discipline Faculty Members

### ACTIVITIES

#### RESEARCH

- 4.1 Determine the percentage of students who are international, then disaggregate the data by native and non-native English speakers.
- 4.2 Determine the educational goals of the students in the identified group, as well as their employment status and the number of hours employed per week.
- 4.3 Investigate if students are applying for financial aid, and the type of aid they are applying for (e.g., BOG fee waiver, Pell Grant, work study, etc.).
- 4.4 Determine the percentage of students who are impacted by external commitments (e.g., family barriers and crises).
- 4.5 Investigate if students are entering the workforce immediately after attending IVC instead of completing their program.
- 4.6 Review results from past and future student satisfaction surveys to determine how connected African/African-American students feel at IVC.

#### OUTREACH

- 4.7 Promote and enhance offerings of student clubs and organizations on campus.

#### EXPANSION OF SERVICES

- 4.8 Expand, if necessary, the availability of English courses and services such as counseling and the Student Success Center in the evenings and on the weekends.

### TARGET

*Increase rates of Basic Skills Improvement for English among African/African-American students according to their individual education goals by 3 points from 33% to 36% by spring 2018.*

### FUNDING SOURCES

State allocation for Student Equity, ASIVC fund, General fund, BSI, Perkins, Student Success and Support Program



## V. INDICATOR: DEGREE AND CERTIFICATE COMPLETION

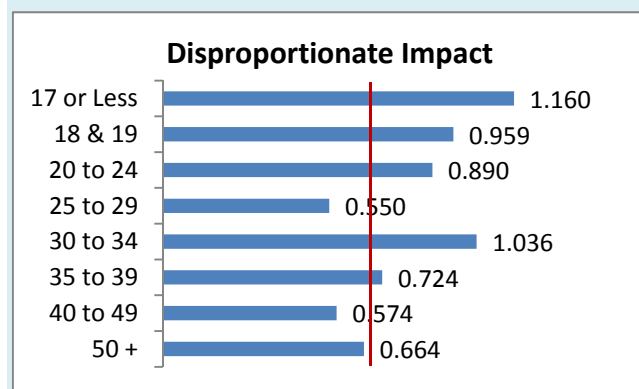
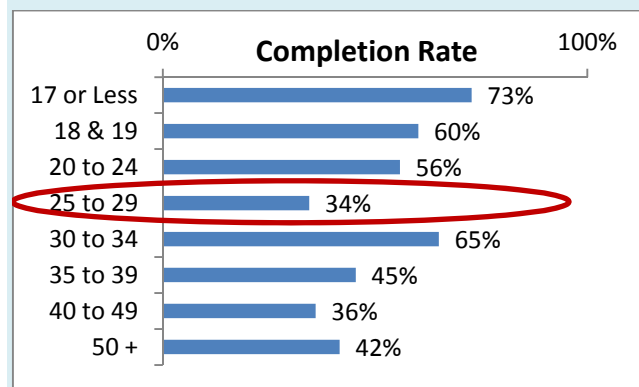
**SPAR: THE PERCENTAGE OF FIRST-TIME STUDENTS WITH THE INTENT TO COMPLETE AND WITH A MINIMUM OF SIX UNITS EARNED WHO ATTEMPTED ANY MATH OR ENGLISH IN THE FIRST THREE YEARS AND EARNED A DEGREE OR CERTIFICATE, TRANSFERRED TO A FOUR-YEAR INSTITUTION, OR ACHIEVED “TRANSFER-PREPARED” STATUS.**

### CAMPUS BASED RESEARCH

#### DISPROPORTIONATE IMPACT:

Completion Rate (SPAR) by Age: The data below indicates that students ages 25 to 29 have the lowest completion rates at 34%. These students are disproportionately impacted when compared to the 73% completion rate of students ages 17 or less.

### DATA ANALYSIS AND FINDINGS



### RESOURCES

Reading Center  
Writing Lab  
Tutoring (Student Success Center)  
Career and Transfer Center  
Financial Aid Center

Counseling Center  
Math Center  
My Academic Plan (MAP)\_  
MAP Lab  
Career and Academic Advisement by Discipline  
Faculty Members

### ACTIVITIES

#### RESEARCH

- 5.1 Determine the educational goals of the students in the identified group, as well as their employment status and the number of hours employed per week.
- 5.2 Determine what percentage of students are veterans.
- 5.3 Investigate if students are applying for financial aid and the type of aid they are applying for (e.g., BOG fee waiver, Pell Grant, work study, etc.).
- 5.4 Determine the percentage of students who are impacted by external commitments (e.g., family barriers and crises).
- 5.5 Investigate if students are leaving IVC without a degree or certificate in order to pursue professional schooling; they may not feel they “need” a degree or certificate from IVC.
- 5.6 Reestablish a workgroup to review AR 5210.
- 5.7 Provide program/certificate-specific and general workshops to inform students about the process to apply for degrees and certificates.
- 5.8 Identify students who are 80-90% complete with their program and target student services to these students to ensure their program completion, transfer to a four-year institutions, and/or gainful employment.

#### OUTREACH

- 5.9 Increase awareness of on-campus internships and work study opportunities.
- 5.10 Increase awareness of services offered through the Career Center and increase marketing materials toward this age group.
- 5.11 Promote and enhance offerings of student clubs and organizations on campus.

#### EXPANSION OF SERVICES

- 5.12 Expand evening, weekend and online course and service (Student Success Center, Learning Acquisition Center, etc.) hours and offerings as indicated by research.
- 5.13 Investigate possible partnerships with local daycare center and the on-site Child Development Center to offer reduced fees and/or expanded hours for children of young parents.
- 5.14 Offer additional sections of Counseling courses.

### TARGET

*Increase the completion rate (SPAR) among students ages 25 to 29 by 3 points from 34% to 37% by spring 2018.*

### FUNDING SOURCES

State allocation for Student Equity, ASIVC fund, General fund, BSI, Perkins, Student Success and Support Program

## VI. INDICATOR: TRANSFER

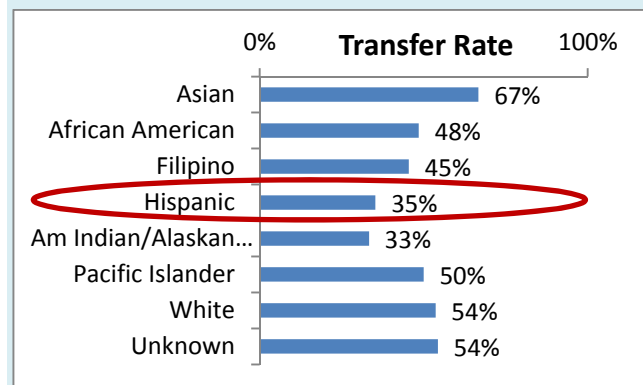
THE PERCENTAGE OF FIRST-TIME STUDENTS WITH THE INTENT TO COMPLETE AND WITH A MINIMUM OF SIX UNITS EARNED WHO ATTEMPTED ANY MATH OR ENGLISH IN THE FIRST THREE YEARS AND TRANSFERRED TO A FOUR-YEAR INSTITUTION. (DERIVED FROM SPAR)

### CAMPUS BASED RESEARCH

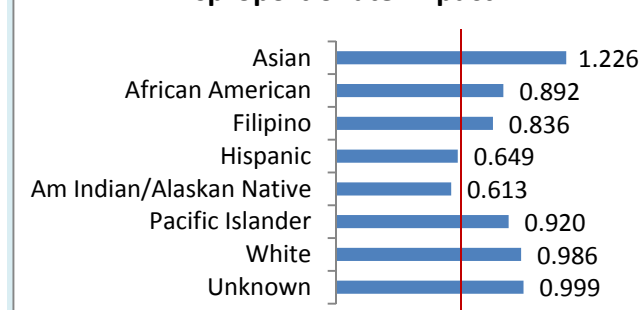
#### DISPROPORTIONATE IMPACT:

Transfer (SPAR) by Ethnicity: The data below indicates that Hispanic students, who have a transfer rate of 35%, experience the greatest adverse impact, when compared with the 67% transfer rate of Asian students. American Indian/Alaskan Native students also seem to be disproportionately impacted, but their cohort is comprised of only 4 students.

### DATA ANALYSIS AND FINDINGS



#### Disproportionate Impact



### RESOURCES

- Student Success Center (e.g., Tutoring, Language Acquisition Center)
- Student Ambassadors Program
- MAPs
- Infusion of Student Success and Support Program funds
- Workshops to help students develop life/educational goals
- Support Service Programs (e.g., Financial Aid, EOPS/CARE, CalWORKs, DSPS)
- Counseling, Career, and Transfer Center
- International Student Center and Counseling
- Athletics Department and Student-Athlete Counseling
- Veterans Services Center
- Student clubs and organizations (i.e. Hispanic Club)
- Multilingual Campus Directory
- Civic and professional groups
- Career and Academic Advisement by Discipline Faculty Members

### ACTIVITIES

#### RESEARCH

- 6.1 Determine the age, educational goals, employment status (including hours employed per week), and residency status of the students in the identified group, as well as what percentage are veterans.
- 6.2 Investigate if students are applying for financial aid and the type of aid they are applying for (e.g., BOG fee waiver, Pell Grant, work study, etc.).
- 6.3 Determine the percentage of students who are impacted by external commitments (e.g., family barriers and crises).
- 6.4 Determine the percentage of students who are first-generation, low-income.
- 6.5 Investigate if students are entering the workforce after attending IVC, or are leaving prematurely to take jobs.
- 6.6 Use National Student Clearinghouse data to see if students are enrolling at other local community colleges that have larger Hispanic populations and HSI-related programs.
- 6.7 Review results from past and future student satisfaction surveys to determine how connected Hispanic students feel at IVC.

#### OUTREACH

- 6.8 Promote and enhance offerings of student clubs (i.e. the Hispanic Club) and organizations on campus.

#### EXPANSION OF SERVICES

- 6.9 Expand evening, weekend and online course and service (Student Success Center, Learning Acquisition Center, etc.) hours and offerings as indicated by research.
- 6.10 Investigate possible partnerships with local daycare center and the on-site Child Development Center to offer reduced fees and/or expanded hours for children of young parents.
- 6.11 Increase awareness of on-campus internships and work study opportunities.
- 6.12 Increase awareness of services offered through the Career Center and increase marketing materials toward this ethnic group.

### TARGET

*Increase the transfer rate among Hispanic students by 5 points from 35% to 38% by spring 2018.*

### FUNDING SOURCES

State allocation for Student Equity, ASIVC fund, General fund, BSI, Perkins, Student Success and Support Program



## **Student Equity Plan**

### **Goals and Activities**

## Irvine Valley College 2014 Student Equity Plan:

### Goals and Activities

*Provide sufficient details to illustrate your college's student equity goals and objectives. List action activities to ensure student equity outcomes whenever disparity is noted within any success indicator area for any student population group. Goals should include performance measures for determining progress toward achieving the desired outcomes. The measures should identify the baseline data finding/s from the basic research which forms the basis for noting an equity issue, as well as the amount of progress to be achieved. Establish target dates for achieving expected outcomes and list the staff person (position) involved in its completion (title 5 §54220(a)(2)). Describe implementation actions to activities identified to address student equity goals to include, but not limited to, existing student equity related programs on your campus (title 5 §54220(a)(3)).*

During the 2014-2015 planning year, IVC will hold campus-wide discussions to further identify the expected outcomes, responsible person(s) and due dates for all finalized activities.

#### A. VETERANS

All success indicators as they relate to the Veteran Student population at Irvine Valley College.

##### Objective 1

Identify 100% of enrolled veteran students eligible for services offered by spring 2016. Ensure all identified veteran students have received advisement and have a comprehensive academic plan by spring 2018.

ACTIVITY	EXPECTED OUTCOMES	RESPONSIBLE PERSON	TARGET DATE
RESEARCH:			
1.1 Coordinate with District IT to establish a MySite module for veteran data collection and report building.			
OUTREACH:			
1.2 Advertise the annual Veteran Symposium in the local community, i.e.: Irvine World News.			
1.3 Work with Outreach to target this population.			
1.4 Develop a plan to a) identify current veteran students who have not taken advantage of services offered at the VSC, and b) to encourage current veteran students to self-identify.			

EXPANSION OF SERVICES:			
1.5 Remediation including tutoring and workshops. Increase support services re: housing, food, mental health. Establish book program for students with financial needs.			
1.6 Implement a remediation program to improve placement scores upon admission and prior to retesting.			
1.7 Integrate and partner with campus Disabled Students Program to offer accommodations for the physical and mental health issues many veterans face.			
1.8 Build an educational resource base for campus personnel by providing in-services for those that are observing issues with our veterans and who are supporting their education.			
1.9 Develop referral system utilizing the VA mental health and medical system to maximize student veteran access to medical benefits.			

## B. ACCESS

*“Compare the percentage of each population group that is enrolled to the percentage of each group in the adult population within the community served”*

No objectives or activities were created for this metric since the data revealed no disproportionate impact.

## C. COURSE COMPLETION

*“Ratio of the number of credit courses that students by population group actually complete by the end of the term compared to the number of courses in which students in that group are enrolled on the census day of the term”*

No objectives or activities were created for this metric since the data revealed no disproportionate impact.

## D. ESL AND BASIC SKILLS COMPLETION

*“Ratio of the number of students by population group who complete a degree-applicable course after having completed the final ESL or basic skills course to the number of those students who complete such a final course”*

### Objective 2

Increase rates of Basic Skills Improvement (BSI) for ESL among students age 35+ according to their individual education goals by 3 points from 23% to 26% by spring 2018.

ACTIVITY	EXPECTED OUTCOMES	RESPONSIBLE PERSON	TARGET DATE
RESEARCH:			
2.1 Determine whether these students are taking ESL courses for primarily social rather than academic reasons.			
2.2 Determine the educational goals of the students in the identified group, as well as the number/percentage who are/have enrolled in other for-credit, college-level courses; and who have enrolled only in ESL classes.			
2.3 Investigate if students are applying for financial aid, and the type of aid for which they are applying (e.g., BOG fee waiver, Pell Grant, work study, etc.).			

2.4 Determine if they are taking only 30 units and leaving upon disqualification for further financial aid.			
2.5 Using an exit survey, investigate if students will continue/discontinue taking ESL classes and for what reasons.			
2.6 Assess potential enhanced non-credit ESL program before implement any changes.			
2.7 Visit established non-credit ESL programs in other community colleges.			
2.8 Assess progress and development of the South Orange County Regional Comprehensive Plan for Adult Education in response to AB86.			
OUTREACH:			
2.9 Promote in multiple languages free tutoring in Basic Skills/ESL at the Student Success Center and enrollment in the Language Acquisition Center.			
2.10 Promote the revised ESL Academic English sequence in Writing 1 with ESL students, ESL instructors, and counselors.			
2.11 Target marketing efforts to businesses and institutions that employ and serve this demographic.			
EXPANSION OF SERVICES:			
2.12 Consider developing a community education platform and expanding evening, weekend, and online courses and services for a multi-level, enhanced non-credit ESL program for students who want to take courses for non-academic reasons such as vocational, survival skills, citizenship, and lifelong learning purposes.			
2.13 Create a non-credit Language Acquisition Center lab curriculum to augment classroom instruction.			
2.14 Offer more services to ESL and international students.			

**Objective 3**

Increase rates of Basic Skills Improvement (BSI) for English among students age 40 to 49 according to their individual education goals by 3 points from 28% to 31% by spring 2018.

ACTIVITY	EXPECTED OUTCOMES	RESPONSIBLE PERSON	TARGET DATE
RESEARCH:			
3.1 Determine the educational goals of the students in the identified group, as well as their employment status and the number of hours employed per week.			
3.2 Investigate if students are applying for financial aid, and the type of aid they are applying for (e.g., BOG fee waiver, Pell Grant, work study, etc.).			
3.3 Determine if they are taking only 30 units and leaving upon disqualification for further aid, or if they are taking one or two classes.			
3.4 Investigate if students are entering the workforce immediately after attending IVC instead of completing their program.			
3.5 Collect data on whether these students are completing the ESL sequence.			
3.6 Identify the desirability and availability of English courses offered in the evenings and on the weekends.			
3.7 Research what other colleges in Region 8 with similar completion rates are doing to target this population, and whether they offer non-credit options.			
3.8 Determine the percentage of students who are impacted by external commitments (e.g., family barriers and crises).			
OUTREACH:			
3.9 Consider publishing flyers about available services in multiple languages.			



EXPANSION OF SERVICES:			
3.10 Expand, if necessary, the availability of English courses and services such as the Student Success Center in the evenings and on the weekends.			
3.11 Offer a greater variety of topics for Writing 1 in effort to appeal to more diverse students and provide students more opportunities to write in a more practical way that applies to other areas of study.			
3.12 Offer more counseling services to ESL and international students.			

**Objective 4**

Increase rates of Basic Skills Improvement (BSI) for English among African/African-American students according to their individual education goals by 3 points from 33% to 36% by spring 2018.

ACTIVITY	EXPECTED OUTCOMES	RESPONSIBLE PERSON	TARGET DATE
RESEARCH:			
4.1 Determine the percentage of students who are international, then disaggregate the data by native and non-native English speakers.			
4.2 Determine the educational goals of the students in the identified group, as well as their employment status and the number of hours employed per week.			
4.3 Investigate if students are applying for financial aid, and the type of aid they are applying for (e.g., BOG fee waiver, Pell Grant, work study, etc.).			
4.4 Determine the percentage of students who are impacted by external commitments (e.g., family barriers and crises).			
4.5 Investigate if students are entering the workforce immediately after attending IVC instead of completing their program.			
4.6 Review results from past and future student satisfaction surveys to determine how connected African/African-American students feel at IVC.			
OUTREACH:			
4.7 Promote and enhance offerings of student clubs and organizations on campus.			
EXPANSION OF SERVICES:			
4.8 Expand, if necessary, the availability of English courses and services such as the Student Success Center in the evenings and on the weekends.			

## E. DEGREE AND CERTIFICATE COMPLETION

*“Ratio of the number of students by population group who receive a degree or certificate to the number of students in that group with the same informed matriculation goal”*

### Objective 5

Increase the completion rate (SPAR) among students ages 25 to 29 by 3 points from 34% to 37% by spring 2018.

ACTIVITY	EXPECTED OUTCOMES	RESPONSIBLE PERSON	TARGET DATE
RESEARCH:			
5.1 Determine the educational goals of the students in the identified group, as well as their employment status and the number of hours employed per week.			
5.2 Determine what percentage of students are veterans.			
5.3 Investigate if students are applying for financial aid and the type of aid they are applying for (e.g., BOG fee waiver, Pell Grant, work study, etc.).			
5.4 Determine the percentage of students who are impacted by external commitments (e.g., family barriers and crises).			
5.5 Investigate if students are leaving IVC without a degree or certificate in order to pursue professional schooling; they may not feel they “need” a degree or certificate from IVC.			
5.6 Reestablish a workgroup to look at AR 5210.			
5.7 Provide program/certificate-specific and general workshops to inform students about the process to apply for degrees and certificates.			
5.8 Identify students who are 80-90% complete with their program and target student services to these students to ensure their program completion, transfer to a four-year institution, and/or gainful employment.			

OUTREACH:			
5.9 Increase awareness of on-campus internships and work study opportunities.			
5.10 Increase awareness of services offered through the Career Center and increase marketing materials toward this age group.			
5.11 Promote and enhance offerings of student clubs and organizations on campus.			
EXPANSION OF SERVICES:			
5.12 Expand evening, weekend and online course and service (Student Success Center, Learning Acquisition Center, etc.) hours and offerings as indicated by research.			
5.13 Investigate possible partnerships with local daycare center and the on-site Child Development Center to offer reduced fees and/or expanded hours for children of young parents.			
5.14 Offer additional sections of Counseling courses.			

## F. TRANSFER

*“Ratio of the number of students by population group who complete a minimum of 12 units and have attempted a transfer level course in mathematics or English to the number of students in that group who actually transfer after one or more (up to six) years”*

### Objective 6

Increase the transfer rate among Hispanic students by 5 points from 35% to 38% by spring 2018.

ACTIVITY	EXPECTED OUTCOMES	RESPONSIBLE PERSON	TARGET DATE
RESEARCH:			
6.1 Determine the age, educational goals and employment status (including hours employed per week), and residency status of the students in the identified group, as well as what percentage are veterans.			
6.2 Investigate if students are applying for financial aid and the type of aid they are applying for (e.g., BOG fee waiver, Pell Grant, work study, etc.).			
6.3 Determine the percentage of students who are impacted by external commitments (e.g., family barriers and crises).			
6.4 Determine the percentage of students who are first-generation, low-income.			
6.5 Investigate if students are entering the workforce after attending IVC, or are leaving IVC prematurely to take jobs.			
6.6 Use National Student Clearinghouse data to see if students are enrolling at other local community colleges that have larger Hispanic populations and HSI-related programs.			
6.7 Review results from past and future student satisfaction surveys to determine how connected Hispanic students feel at IVC.			
OUTREACH:			
6.8 Promote and enhance offerings of student clubs (i.e. the Hispanic Club) and organizations on campus.			

EXPANSION OF SERVICES:			
6.9 Expand evening, weekend and online course and service (Student Success Center, Learning Acquisition Center, etc.) hours and offerings as indicated by research.			
6.10 Investigate possible partnerships with local daycare center and the on-site Child Development Center to offer reduced fees and/or expanded hours for children of young parents.			
6.11 Increase awareness of on-campus internships and work study opportunities.			
6.12 Increase awareness of services offered through the Career Center and increase marketing materials toward this ethnic group.			



## **Student Equity Plan**

### **Budget**

Irvine Valley College  
2014 Student Equity Plan:

Budget

SOURCES OF FUNDING

List sources of funding for activities in the plan. Because an institution-wide response to student equity is appropriate, all institutional funds can be viewed as resources for student equity (title 5 §54220(a)(4)). The budget should link to the goals and the evaluation sections of these guidelines. If separate Student Equity funding becomes available, colleges will be notified at a later date.

The primary sources of funding for planned activities referenced in the Irvine Valley College Student Equity Plan include general funds, grants and categorical funding, such as Student Success and Support Program funding, and IVC Foundation funding.

During the 2014-2015 planning year, IVC will hold discussions in strategic planning committee meetings to further identify specific funding sources and amounts to support objectives and activities.

All budget requests related to Student Equity activities will follow the same college-wide budget allocation process. Requests will be ranked by the Strategic Planning and Accreditation Committee (SPAC), after which the top ranked requests will be funded and implemented. In the future, a more formal process will be presented to the IEC and SSAMMO for approval.

The first year of the plan will be dedicated to planning and conducting additional research on the six disproportionately impacted areas. The budget will be used toward this additional research as well as, but not limited to, release time, professional development (e.g., regional meetings, conferences, trainings), guest speakers, campus-wide retreats, outreach efforts, and travel expenses.

Objective	Funding Sources
I. Veteran Students	<ul style="list-style-type: none"><li>➤ State allocation for Student Equity</li><li>➤ ASIVC fund</li><li>➤ General fund</li><li>➤ BSI</li><li>➤ Perkins</li><li>➤ Student Success and Support Program</li></ul>



	➤ Well Fargo grant
II. ESL and Basic Skills Completion: BSI-ESL by Age	<ul style="list-style-type: none"> <li>➤ State allocation for Student Equity</li> <li>➤ ASIVC fund</li> <li>➤ General fund</li> <li>➤ BSI</li> <li>➤ Perkins</li> <li>➤ Student Success and Support Program</li> </ul>
III. ESL and Basic Skills Completion: BSI-English by Age	<ul style="list-style-type: none"> <li>➤ State allocation for Student Equity</li> <li>➤ ASIVC fund</li> <li>➤ General fund</li> <li>➤ BSI</li> <li>➤ Perkins</li> <li>➤ Student Success and Support Program</li> </ul>
IV. ESL and Basic Skills Completion: BSI-English by Ethnicity	<ul style="list-style-type: none"> <li>➤ State allocation for Student Equity</li> <li>➤ ASIVC fund</li> <li>➤ General fund</li> <li>➤ BSI</li> <li>➤ Perkins</li> <li>➤ Student Success and Support Program</li> </ul>
V. Degree and Certificate Completion: Age	<ul style="list-style-type: none"> <li>➤ State allocation for Student Equity</li> <li>➤ ASIVC fund</li> <li>➤ General fund</li> <li>➤ BSI</li> <li>➤ Perkins</li> <li>➤ Student Success and Support Program</li> </ul>
VI. Transfer: Ethnicity	<ul style="list-style-type: none"> <li>➤ State allocation for Student Equity</li> <li>➤ ASIVC fund</li> <li>➤ General fund</li> <li>➤ BSI</li> <li>➤ Perkins</li> <li>➤ Student Success and Support Program</li> </ul>



## **Student Equity Plan**

### **Evaluation Schedule and Process**

Plan:

and Process

LE AND PROCESS

process for evaluating progress in implementing the goals identified in the plan (title 5 §54220(a)(5)). The evaluation should follow the directions of these guidelines. The evaluation process should also link to the college program review process. The process should address compliance issues, and mitigate disproportionate impact where found.

The plan would be embedded into all elements of college-wide research, planning and dialogue. The 2014-15 Student Equity Plan is supported by the District-Wide/College Goals and Objectives, Educational and Facilities Master Plan, Strategic Plan, Technology Plan, and Support Plan.

The plan consists of the following components: Campus Based Research, Data Analysis and Findings, Objectives, Activities Planned, and Evaluation. The evaluation of the Student Equity Plan will be an ongoing process by the College President, the Strategic Planning and Assessment Committee (SPAC), the Student Success, Access, Matriculation, Marketing and Outreach Committee (SSAMMO) and the Academic Planning Committee (APTC). SPAC is co-chaired by the college president and the president of the Academic Senate, as the lead committee for the plan. SSAMMO and APTC are two of the four college strategic planning committees; SSAMMO is the committee to coordinate the Work Group reports.

The program review process requires each program/department to conduct regular self-evaluations that lead to resource requests. As Student Equity Plan activities are assigned and completed, responsible individuals can incorporate the progress made into their annual reports, using them to request resources and/or funds to support their efforts to mitigate the disproportionate impact on indicated groups.

The activities outlined for each goal in the 2014-15 Student Equity Plan will submit a report annually to the Student Equity Plan Work Group. The Student Equity Coordinators will review these reports and present them to SSAMMO, then forward them to the President for review and discussion regarding progress made, and to address any barriers presented in the report. The President will then plan and forward a summary report to the Board of Trustees.

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<sup>iv</sup> South Orange County Community College District. *Board Policy and Administrative Regulation 5410*.

<sup>iv</sup> State of California. *Education Code § 78220(a)*.

<sup>iv</sup> State of California. *California Code of Regulations, Title 5 § 55502(d)*.

<sup>iv</sup> Agresti, A., & Finlay, B. (2009). *Statistical methods for the social sciences*. Upper Saddle River, N.J: Pearson Prentice Hall.

<sup>iv</sup> State of California. *California Code of Regulations, Title 5 § 55502(d)*.

<sup>iv</sup> ACS 2008-2012 data are derived from the S1901 5-year estimate report, which provides data on each household's annual income.

Households with an annual income of less than \$25,000 are considered economically disadvantaged for the purposes of this measure.

This poverty threshold was determined based on the US Census Bureau's Poverty Threshold for 2013, where \$24,028 is the threshold for a household of four.

<sup>iv</sup> An asterisk (\*) indicates that the subgroup is comprised of fewer than 10 students, so results should be interpreted with this caveat.

**TO:** Board of Trustees

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

**RE:** Irvine Valley College: Grant Acceptance, Orange County Department of Education, California Career Pathways Trust

**ACTION:** Approval

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### **BACKGROUND**

Irvine Valley College and its K-12 and community college partners within Orange County, in collaboration with the Orange County Department of Education (OCDE), have received grant funds from the California Department of Education (CDE) for the California Career Pathways Trust (CCPT) grant program. The newly formed collaborative will be known as the Orange County Career Pathways Partnership (OCCPP) program. Funds are intended to develop, expand, and enhance CTE pathways for students, leading to a sequenced pathway of integrated academic and CTE training that aligns with current and emerging economic needs in the region. It is the goal of the CDE that funds awarded will support career pathway programs that lead students to a postsecondary degree or certification in a high-skill, high-wage, and high-growth field.

### **STATUS**

Irvine Valley College will participate in the Orange County Career Pathways Partnership program to work toward the California Career Pathways Trust grant goals as identified in the California Department of Education application. Funds will be allocated toward IVC's Advanced Manufacturing, Bio-Technology, Digital Media, Engineering, Environmental Energy, Information Communication Technology, and Photonics programs. This award of \$500,000 spans a four-year period, July 1, 2014 through June 30, 2018. The Grant Abstract, as presented in EXHIBIT A, is attached.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept this award of \$500,000 from the Orange County Department of Education.

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

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


1. **PROJECT TITLE:** Orange County Career Pathways Partnership
2. **PROJECT DIRECTOR:** TBD
3. **PROJECT ADMINISTRATOR:** Corine Doughty
4. **GRANTOR AGENCY:** Orange County Department of Education
5. **FUNDING SOURCE:** California Department of Education
6. **STARTING AND ENDING DATES OF THE PROJECT:** July 1, 2014 – June 30, 2018
7. **EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):**

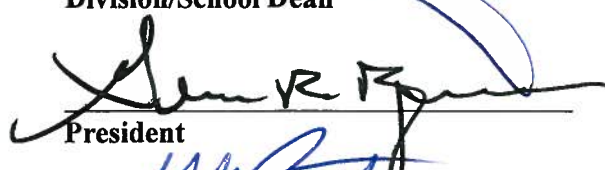
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8. **SUMMARY BUDGET**


<b>Grant Award</b>	<b>In Kind Matching</b>	<b>Indirect Costs</b>	<b>Project Total</b>
\$457,540.00	\$1,140,857.00	\$42,459.00	\$1,640,856.00

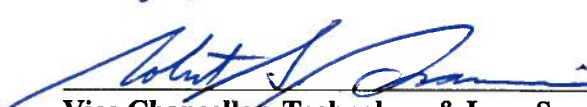
9. **APPROVALS**

  
Division/School Dean

  
President

  
Chancellor

  
Vice President of Instruction/Students

  
Vice Chancellor, Technology & Learning Services

# EXPENDITURES SUMMARY

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

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/College/Vendor)
1000 Certificated Salaries	\$ 126,432.00	\$ 111,796.00	
2000 Classified Salaries	\$ 14,740.00	\$ 101,300.00	
3000 Benefits	\$ 17,130.00	\$ 43,665.00	
4000 Supplies	\$ 22,879.00	\$	
5000 Contracted Services and Other Expenses	\$	\$ 849,593.00	
6000 Capital Outlay	\$ 276,360.00	\$ 34,503.00	
7000 Other Charges (e.g.: Indirect Costs)	\$ 42,459.00	\$	
<b>TOTALS</b>	<b>\$ 500,000.00</b>	<b>\$ 1,140,857.00</b>	

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

## PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Project Director of Career Tech. Ed. (Categorical) – 50%	[ X ]	[ ]	[ ]	[ X ]
2. Program Coordinator (Categorical) 50%	[ X ]	[ ]	[ ]	[ X ]
3.	[ ]	[ ]	[ ]	[ ]

## PARTNERSHIPS (if applicable)

**Partnership Name/Location**

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

**Partnership Name/Location**

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

**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 Bill Jay was absent from the September 29, 2014 board meeting due to medical reasons.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt resolution 14-34 (Exhibit A) authorizing payment to Trustee Jay who was absent from the September 29, 2014 meeting of the Board of Trustees.



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

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

**RESOLUTION 14-34**

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 September 29, 2014, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Trustee Bill Jay could not be present at the meeting; and  
WHEREAS, it was determined that Trustee Jays' absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Trustee Jay shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, September 29, 2014.

**TO:** Board of Trustees

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

**RE:** SOCCCD: 2015-16 Full-Time Faculty Hiring

**ACTION:** Approval

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**BACKGROUND**

A priority in advancing the missions of Saddleback College and Irvine Valley College is to hire qualified full-time faculty at both colleges.

**STATUS**

Through the collegial consultation processes at Saddleback College and Irvine Valley College, new and replacement full-time faculty positions have been combined and prioritized. The college presidents have reviewed the faculty hiring priority recommendations and have submitted to the Chancellor their recommended hiring lists for the 2015-2016 academic year, as shown in Exhibits A and B. With Board approval, these positions are authorized for recruitment through academic year 2016-2017.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the college faculty hiring priority lists as shown in Exhibit A and B for the 2015-2016 academic year. Recruitment and selection of new faculty is contingent on funding and will proceed as recommended by the presidents and approved by the chancellor.

**Saddleback College**  
 Tenure Track Hiring Authorization  
 2015-2016 Academic Year

<b>Division/School</b>	<b>Academic Discipline</b>	<b>Vacant/New Position</b>
Counseling Services	Counselor (Generalist and Articulation)	Vacant
Health Science & Human Services	Medical Assisting	New
Math, Science & Engineering	Biology	New
Math, Science & Engineering	Chemistry	New
Math, Science & Engineering	Mathematics	New
Transfer, Career & Special Programs	EOPS Counselor	New
Counseling Services	Counselor (Generalist)	Vacant
Advanced Technology & Applied Science	Culinary Arts	New
Math, Science & Engineering	Mathematics	New
Liberal Arts	Humanities	New
Social & Behavioral Sciences	Gerontology/Sociology	New
Liberal Arts	English Composition	Vacant
Advanced Technology & Applied Science	Environmental Studies	Vacant
Counseling Services	Counselor (Generalist)	Vacant
Business Science & Econ. Workforce Dev.	Accounting	Vacant
Liberal Arts	English as a Second Language	Vacant
Counseling Services	Counselor (Generalist)	New
Math, Science & Engineering	Biology	New
Advanced Technology & Applied Science	Graphic Design	New
Math, Science & Engineering	Chemistry	New
Social & Behavioral Sciences	Psychology	Vacant
Counseling Services	Counselor (Generalist)	New
Liberal Arts	English Composition	New
Liberal Arts	English as a Second Language	New

**Irvine Valley College**  
Tenure Track Hiring Authorization  
2015-2016 Academic Year

<b>Division/School</b>	<b>Academic Discipline</b>	<b>Vacant/New Position</b>
Humanities & Languages	English Composition	Vacant
Social & Behavioral Sciences	Economics	Vacant
Physical Sciences & Technologies	Laser Technology	New
Life Sciences & Technologies	Biology	New
Humanities & Languages	History	Vacant
Physical Sciences & Technologies	Automation-Electronics- Electrical-Robotics	New
Fine Arts	Communication Studies	New
Social & Behavioral Sciences	Geography	New
Humanities & Languages	Learning Disabilities Specialist	New

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Academic Personnel Actions – Regular Items  
**ACTION:** Approval/Ratification

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**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 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.

## SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

### ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS

#### A. NEW PERSONNEL APPOINTMENTS

##### 1. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Arrizon Maffris, V.	MS/Counseling	Counseling/IVC	II/1	01/20/15
Erlandson, Stephen	MBA/Accounting	Accounting/SC	II/1	01/20/15
<sup>1</sup> Goldberg, Patrizia	JD/Law	Bus.Mgmt./SC	V/4	01/20/15
Sweis, Maher	AA/General	Automotive/SC	I/1	01/20/15

#### 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>
Harrington, Chris	MA/Math & Physics	Business/SC	II/1	01/20/15

Equivalency is based upon Mr. Harrington possessing three Master's Degrees and completing the International Business Executive Program in France and the Government and Business Executive Program of Brookings Institution. Mr. Harrington has 35 years management experience, domestic and global, including executive and officer responsibilities, as well as substantial involvement with educational and economic development initiatives and organizations. Among many other appointments, Mr. Harrington is a member of the Board of Governors of the Saddleback College Foundation and Chair of the Workforce Development Council of Orange County Business Council (OCBC).

South, Marla	AA/General	Fashion/SC	I/1	01/20/15
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Equivalency is based on extensive teaching and mentoring experience in the field of fashion design, fabrication, and retail/show production. Additionally, Ms. South holds a Subject Teaching Credential in Retail/Fashion from California State University of Long Beach, as well as a Fashion Merchandising Certificate from Brooks College, Long Beach, CA. From 1998-2008, she taught as an Associate Faculty at Saddleback College Fashion Design and Merchandising Department. She established the Saddleback College "Teachers in Training" Mentorship Fashion Program and participated in the Externship Fashion Program. She is currently in charge of ROP/Fashion Design and Wearable Art classes in over 100 sites in South Orange County. Her experience gives her a unique skill set as an expert to teach the Emeritus Institute fashion and fabric arts classes.

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<sup>1</sup> SOCCCD full-time faculty retiree.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

**2. 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>
Araujo, Cecilia	MA/Educ. Counseling	Counseling/SC	II/1	10/01/14
Canas, Fritzie	MS/Counseling	Counseling/IVC	II/1	09/18/14
Chhun, Stephanie	MA/Clinical Psych.	Psychology/SC	II/1	09/18/14
Nguyen- Perez, Raul	MA/Sociology	Sociology/SC	II/1	09/10/14
Ochi, David <sup>2</sup>	MBA/Bus. Admin.	Business/SC	II/1	10/13/14
Ross, Amanda	MA/Clinical Psych.	Counseling/SC	II/1	10/13/14
Yates, Lisa	MA/Education	Counseling/IVC	II/1	10/13/14

**EQUIVALENCY**

As outlined in the Academic Hiring Policies, Division 1, Part 4, Section 3B, Review of Equivalent Minimum Qualifications, members of the hiring committee, including faculty with discipline expertise, have met and rendered an affirmative decision that each recommended candidate possesses the educational background equivalent to the minimum qualifications for each respective position. As such, the following individuals are submitted for approval/ratification as part-time instructors under Equivalencies as outlined in the Title 5 Regulations and Minimum Qualifications, Article 2, Section 53430.

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Bell, Herbert	MS/Environ. Studies	Electrical/IVC	II/1	10/13/14

Equivalency is based upon a Master of Science degree in Environmental Studies from California State University, a Bachelor of Arts degree in Chemistry, and a Bachelor of Science degree in Biology. Mr. Bell also has a Certificate in Occupational Safety & Health Management, a Certificate as Specialist in the Practice of Occupational Safety & Health (USC), and a Certificate as Safety Supervisor (NSC). His experience includes over fifteen years of work in Occupational Safety and Hazardous Materials. He is currently providing consultative services for Owner Controlled Insurance Program (OCIP) on Highway Construction projects.

Gervais, Michel	No Higher Ed. Degree	Dance/IVC	I/1	09/22/14
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Equivalency is based on extensive and varied experience as choreographer, dance educator and Ballet Master. Mr. Gervais trained with the National Ballet School of Canada and was recruited out of high school to dance for the Feld Ballet/New York and Los Angeles Classical Ballet, among others. He has taught various choreographic styles and his works have been performed by American Ballet Theatre, Canada's Excalibur, and Ballet Pacifica. He is currently a faculty member of the University of California, Irvine Dance Department and the Jimmy de Force Dance Center.

<sup>2</sup> Husband of Shellie Ochi, Full-Time Faculty, Division of Liberal Arts, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

2. **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>
Mortensen, Tina	BA/Social Ecology	Kinesiology/IVC	I/1	10/13/14

Equivalency is based on Ms. Mortensen's contribution over the past five years to the success of the women's tennis program at IVC as an individual, team member, and now as an assistant coach. Prior to her arrival at IVC, she was a member of the UCI tennis club that was successful at the national collegiate level and has had a continual involvement in USTA and WTT national tournaments with great success. At IVC, she has achieved the highest level of individual success, making it to the state semi-finals in doubles in both seasons of play. For the past three years, she has been part of the coaching staff, not only working with the women's team, but also filling in on the men's side when needed. As part of IVC's coaching staff, she has increased our level of expertise, confidence, and brings a unique teaching style that balances our core values as a complete tennis program.

Wegener, Mark	Doctor/Phys. Therapy	Kinesiology/SC	V/1	09/25/14
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Equivalency is based upon a Doctorate degree in Physical Therapy from Loma Linda University with an emphasis that included physiology, kinesiology, anatomy, neurology, orthopedics, curriculum development, and teaching and presentation principles; a Master's degree in Physical Therapy and a Bachelor of Science Degree from Loma Linda University. Dr. Wegener has over 15 years of experience working as a full-time licensed physical therapist and over 10 years as the owner of Balance Rehabilitation, a physical therapy center in Mission Viejo, California. He also obtained a board-certified orthopedic clinical specialist certification, a certified strength and conditioning specialist certification, along with many other related continuing education and certificates in his field of study and work. As a physical therapist, Dr. Wegener spends much of his time educating patients and the public regarding various injuries, treatments, various preventative strategies. He has instructed classes and labs in athletic training, orthopedics, neurology, balance and mobility, anatomy, and martial arts. Throughout his career he has also conducted lectures and classes for community-based organizations in a variety of subjects related to health, wellness, injury prevention, and physical therapy topics.

**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 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed Amount (\$)</u>	<u>Effective Date</u>
Burkhalter, Liz	Early College Pgrm Facilitation/IVC	200.00	02/04/14-05/16/14
Camelot, Allison	Chair, Sociology/SC	691.02	05/27/14-08/08/14
Cesareo, Claire	Chair, Anthro./Ethnic Studies/SC	628.20	05/27/14-08/08/14
Chambers, Elizabeth	Chair, Sociology/IVC	1,729.00	08/11/14-12/20/14
Crabb, Kerry	Chair, Intercollegiate Athletics/SC	251.28	05/27/14-08/08/14
Crammer, Cale	Early College Pgrm Facilitation/IVC	100.00	02/04/14-05/13/14
Do, Tu	Early College Pgrm Facilitation/IVC	100.00	02/07/14-05/16/14



**B. ADDITIONAL COMPENSATION: GENERAL FUND - Continued**

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for the 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Duquette, Jan	Chair, Kinesiology/Rec./SC	753.84	05/27/14-08/08/14
Fox, Alicia	Early College Pgrm Facilitation/IVC	100.00	01/24/14-05/22/14
Frame, Stewart	Early College Pgrm Facilitation/IVC	100.00	02/04/14-05/15/14
Garant, Dorothy	Chair, Dance/SC	544.44	05/27/14-08/08/14
Gray, Sarah	Early College Pgrm Facilitation/IVC	100.00	02/04/14-05/13/14
Grimalda, Andrew	Early College Pgrm Facilitation/IVC	100.00	02/03/14-05/19/14
Hogan, Daniel	Early College Pgrm Facilitation/IVC	200.00	02/03/14-05/19/14
Khosrowpour, Iman	Early College Pgrm Facilitation/IVC	100.00	02/03/14-05/19/14
<sup>3</sup> Lipold, Anthony R.	PASS Coord. Athletic Tutor/SC	8,125.00	08/18/14-12/20/14
Lovett, Margot	Chair, History/SC	293.16	05/26/14-08/08/14
Obermeyer, V.	Co-Chair, Art/SC	2,326.50	08/18/14-10/03/14
Scarola, Vito	Co-Chair, Art/SC	775.50	10/06/14-12/20/14
Seraphin, Eva	Early College Pgrm Facilitation/IVC	200.00	02/04/14-05/16/14
Shiring, Richard	Early College Pgrm Facilitation/IVC	100.00	02/05/14-05/16/14
Southwell, Linda	Early College Pgrm Facilitation/IVC	100.00	02/04/14-05/13/14
Stahler, John	Early College Pgrm Facilitation/IVC	100.00	02/05/14-05/16/14
Steinriede, Lindsay	Chair, Health/SC	418.80	05/26/14-08/08/14
Stephens, Blake	Chair, Archit./Draft./Mfg/SC	649.14	05/27/14-08/08/14
Volz, Matthew	Early College Pgrm Facilitation/IVC	200.00	02/03/14-05/19/14
Wegenek, Amira	Chair, Psychology/SC	335.04	05/26/14-08/08/14

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

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount (\$)</u>	
Aminy, Marina	Common Assess. Initiat. Project/SC	6,152.96	08/18/14-12/12/14
Beck, Rebecca	Pgrm Advisory Group AB86/IVC	2,000.00	08/11/14-12/20/14
DeRoulet, Daniel	Co-Coord. Writing/BSI/IVC	1,152.60	08/11/14-12/20/14
DeRoulet, Daniel	Co-Coord. Writing/BSI/IVC	1,152.60	01/12/15-05/21/15
Dingman, Jamie	Writing Workshop/BSI/IVC	500.00	08/18/14-12/20/14
Evans, Julie	Co-Coord. Writing/BSI/IVC	1,152.60	08/11/14-12/20/14
Evans, Julie	Co-Coord. Writing/BSI/IVC	1,152.60	01/12/15-05/21/15
Fitz-Maurice, Teri	Health Care Readiness Boot C./SC	2,473.74	07/01/14-08/08/14
Frydenberg, Jia	Common Assess. Initiat. Project/SC	1,678.08	08/18/14-12/12/14
Gilman, Bruce	Common Assess. Initiat. Project/SC	3,915.52	08/18/14-12/12/14
Haeri, Melanie	Pgrm Advisory Group AB86/IVC	2,000.00	08/11/14-12/20/14
Henmi, Judy	Pgrm Advisory Group AB86/IVC	2,000.00	08/11/14-12/20/14
Knapp, Rebecca	CTE Faculty Coordinator/SC	3,482.00	08/18/14-12/20/14
Lee, Kenneth	CTE Faculty Coordinator/SC	3,482.00	08/18/14-12/20/14
Lowe, Leslie	Chair, Emeritus (Extra Duties)/SC	1,340.16	05/27/14-07/20/14

<sup>3</sup> Son of Anthony A. Lipold, Dean of Kinesiology & Athletics/Athletics Director, Saddleback College.

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

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for 2014/2015 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount (\$)</u>	<u>Effective Date</u>
Meyer, Kurt	Writing Workshop/BSI/IVC	500.00	08/18/14-12/20/14
Meyer, Kurt	Writing Workshop/BSI/IVC	500.00	01/20/15-05/22/15
Pinter, Gerald	Jazz Program Duties/SC	370.00	10/08/14-10/22/14
Rosenn, Tristen	Jazz Program Duties/SC	104.88	10/08/14-10/22/14
Silveira, Lisa	Common Assess. Initiat. Project/SC	3,915.52	08/18/14-12/12/14
Skaff, Penelope	Common Assess. Initiat. Project/SC	3,915.52	08/18/14-12/12/14
Smith, Jeanne	Common Assess. Initiat. Project/SC	3,915.52	08/18/14-12/12/14
Stout, Ronald	Jazz Program Duties/SC	104.88	10/08/14-10/22/14
Tanriverdi, Fawn	Coordinator, EOPS/CARE/IVC	3,442.00	01/20/15-05/22/14
Titus, Jodi	Faculty Lead/Pgrm Dir./SRM/IVC	2,800.00	08/11/14-12/20/14
Urell, Robert	Pgrm Advisory Group AB86/IVC	2,000.00	08/11/14-12/20/14
Vogel, Jeff	Common Assess. Initiat. Project/SC	3,915.52	08/18/14-12/12/14
Wilson, Jeffrey	Pgrm Advisory Group AB86/IVC	2,000.00	08/11/14-12/20/14

**D. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT**

1. RYALS, DOUGLAS, ID #9493, English Composition Instructor, School of Humanities, Irvine Valley College, Pos #4448, resignation effective September 30, 2014. Payment is authorized for any compensated time off. (Start date: August 13, 2012)

**TO:** Board of Trustees

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

**RE:** SOCCCD: Classified Personnel Actions – Regular Items

**ACTION:** Approval/Ratification

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**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. **CLASSIFIED EMPLOYMENT** (Information Items – Pursuant to Board Policy 4002.1)

- a. BILSBOROUGH, ALAN is to be employed as Outreach Assistant, Pos. #4937, Office of Student Services, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 117, Step 1, 20 hours per week, 10 months per year, effective October 13, 2014. This position was approved by the Board of Trustees on January 27, 2014.
- b. CLASEN, CHRISTINA is to be employed as Accounting Assistant, Pos. #4310, Office of Fiscal Services, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 118, Step 1, 25 hours per week, 12 months per year, effective October 27, 2014. This is a replacement for Mario Dimas, who resigned.
- c. CONSTANZO, MARINA is to be employed as Accounting Assistant, Pos. #4309, Office of Fiscal Services, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 118, Step 1, 25 hours per week, 12 months per year, effective October 27, 2014. This is a replacement for Cecilia Phuong Ngo, who resigned.
- d. FAANES, ROSANE is to be employed as Publications Technician, Pos. #4962, Office of Marketing and Communications, Saddleback College, Classified Bargaining Unit Salary Schedule Range 122, Step 1, 25 hours per week, 12 months per year, effective October 1, 2014. This position was approved by the Board of Trustees on February 24, 2014.
- e. HAJIR, MAHSHID is to be employed as Extended Opportunity Program Specialist, Categorical, Pos. #3381, School of Guidance and Counseling, Irvine Valley College Classified Bargaining Unit Salary Schedule Range 121, Step 1, 40 hours per week, 12 months per year, effective October 7, 2014. This is a replacement for Maria Nunez, who received a change in status.
- f. HERNANDEZ, NADINE is to be employed as Extended Opportunity Program Specialist, Categorical, Pos. #3432, School of Guidance and Counseling, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 121, Step 1, 40 hours per week, 12 months per year, effective October 7, 2014. This is a replacement for Beep Colclough, who received a change in status.
- g. KAKEMOTO, WARREN is to be employed as Programmer Analyst, Pos. #4976, Office of Technology Services, Saddleback College, Classified Bargaining Unit Salary Schedule Range 142, Step 1, 40 hours per week, 12 months per year, effective September 29, 2014. This position was approved by the Board of Trustees on March 31, 2014.
- h. KIM, MERRY is to be employed as Project Director, Career Technical Education, Categorical, Pos. #4638, School of Academic Programs, Economic and Workforce Development, Advanced Technology and Education Park facility, Irvine Valley College, Integrated Academic and Classified Administrator and Manager Salary Schedule Range 13, Step 1, 40 hours per week, 12 months per year, effective November 3, 2014. This is a replacement for Kate Alder, who resigned.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)

- i. WILLIAMS, DEBRA is to be employed as Office Assistant, Pos. #4944, Office of Physical Plant, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 113, Step 1, 20 hours per week, 12 months per year, effective November 3, 2014. This position was approved by the Board of Trustees on September 23, 2013.
- j. ZAVALA, MAURICE is to be employed as Groundskeeper, Pos. #4010, Office of Physical Plant, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 118, Step 1, 40 hours per week, 12 months per year, effective October 1, 2014. This is a replacement for Michael Peak, who received a change in status.

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

<u>Name</u>	<u>Classification</u>	<u>Range/</u> <u>Step</u>	<u>Start Date</u>
Ciurdar, Annie	Custodian/SC	113/1	09/17/14
Do, Tin	Instructional Assistant/SC	122/1	08/12/14
Dy-Ragos, Theresa	Assistive Technology Assistant/IVC	134/1	09/24/14
Griffith, Marites	Laboratory Technician, Student Success/IVC	122/1	09/02/14
Hernandez, Enrique	Custodian/IVC	113/1	09/10/14
Magyar, Tracey	Child Development Specialist /SC	122/1	09/26/14
Mouton, Angela	Research and Planning Analyst/IVC	138/1	09/08/14
Petersen, Matthew	Groundskeeper/SC	118/1	09/15/14
Sanchez, Rubi	Community Education Program Specialist/SC	127/1	09/03/14
Takushi, Carrie	Health Center Nurse/SC	136/1	09/23/14

- 3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2014/2015** 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</u> <u>Rate (\$)</u>	<u>Start/End Date</u>
Belayneh, Lidya	Project Specialist/SC	9.50	09/18/14-06/30/15
Berk, Lynette	Project Specialist/IVC	20.00	09/09/14-06/30/15
Brown, Arielle	ST Campus Sec. Off./SC	14.50	09/18/14-06/30/15
<sup>1</sup> Caldwell, Jessica	Project Specialist/SC	13.00	09/09/14-06/30/15
Chan, Michael	Project Specialist(IT)/Dist.	12.00	09/19/14-06/30/15
Collins, Heather	Project Specialist/SC	12.50	08/28/14-06/30/15
Efsahani, Mona	Project Specialist/SC	12.50	08/28/14-06/30/15
Espinosa Davila, Ximena	Project Specialist/SC	12.50	08/15/14-06/30/15

<sup>1</sup> Daughter of Jeanne Harris-Caldwell, Director, Student Health Center, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2014/2015** 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>
Garcia, Nicolette	Project Specialist/SC	12.50	08/28/14-06/30/15
Gibson, Patrick	Project Specialist/SC	16.00	09/01/14-06/30/15
Gomes, Jason	Coaching Aide/SC	25.00	09/23/14-06/30/15
Hardy, Kristen	Project Specialist/SC	12.50	09/11/14-06/30/15
Hart, Alexander	Project Specialist/SC	12.50	08/28/14-06/30/15
Herr, Alina	Project Specialist/SC	12.50	08/28/14-06/30/15
Kamali, Setareh	Project Specialist/SC	12.50	08/28/14-06/30/15
Khandan, Naser	Project Specialist/IVC	13.00	09/02/14-06/30/15
Knudsen, Darlene	CDC Aide/SC	12.00	08/21/14-06/30/15
Kramer, Jordan	Project Specialist/SC	9.50	09/23/14-06/30/15
Kress, Tanner	Adapted Kines. Aide/IVC	12.50	09/03/14-06/30/15
Matter, Nolan	Project Specialist/SC	12.50	08/28/14-06/30/15
Mirahmadi, Hanah	Project Specialist/SC	12.50	08/28/14-06/30/15
Modrynski, Jason	Coaching Aide/SC	15.00	09/10/14-06/30/15
Moghtaderi, Kian	Project Specialist (IT)/Dist.	12.00	09/08/14-06/30/15
Montijo, Monica	Spec. Proj. Coord./IVC	50.00	09/10/14-06/30/15
Murillo, Ariel	TMD Aide/IVC	20.00	09/03/14-06/30/15
Orloff, Scott	Coaching Aide/SC	25.00	09/18/14-06/30/15
<sup>2</sup> Racino, Heather	Project Specialist/SC	15.00	10/13/14-06/30/15
Reyes Vital, Fredi	Outreach Aide/SC	11.50	09/23/14-06/30/15
Santos, Clara	Project Specialist/SC	12.50	08/28/14-06/30/15
Shipley, John	Project Specialist/SC	12.50	08/28/14-06/30/15
Small, George	Project Specialist/IVC	20.00	09/08/14-06/30/15
Stinson, Felicia	Spec. Proj. Coord./IVC	30.00	09/10/14-06/30/15
Strother, Beverly	Project Specialist/SC	20.00	08/29/14-06/30/15
Tate, Dion	Project Specialist/SC	12.50	08/15/14-06/30/15
Underhill, Cyrene	Project Specialist/SC	16.00	09/11/14-06/30/15
Upton, Michelle	TMD Aide/IVC	20.00	09/03/14-06/30/15
Villalpando, James	Project Specialist/SC	12.50	08/28/14-06/30/15
Wallace, Kyle	ST Campus Sec. Off./SC	12.00	09/02/14-06/30/15

<sup>2</sup> Wife of Christopher Racino. Project Specialist, Division of Business, Sciences, Vocational Education and Workforce Development, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Student Help (Temporary)**, Irvine Valley College and Saddleback College, on an if-and-as-needed-basis, for the **2014/2015** academic year.

<u>Name</u>	<u>Start/End Date</u>
Contreras, Rogeio Garcia	08/28/14-06/30/15
Fairchild, Cole	08/20/14-06/30/15
Fakhraim Poupak	08/26/14-06/30/15
Idris, Nehal	08/26/14-06/30/15
Kind, Andrew	08/26/14-06/30/15
Province, Chad	08/26/14-06/30/15
Rhine, Leah	09/02/14-06/30/15

5. The following individuals are to be employed on a temporary basis, as **Professional Expert (Community and Contract Education)**, Irvine Valley College and Saddleback College, as defined in the California Education Code 88003, for the **2014/2015** 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>
Aziz, Mohammad	Tutor/IVC	12.00/hr	09/04/14-06/30/15
Bascom, Chantal	Tutor/SC	16.00/hr	09/09/14-06/30/15
Gormick, Valerie	Comm. Ed./IVC	2500.00/cs	09/25/14-06/30/15
Manzo, Tony	Clinical Skills Spec./SC	30.00/hr	09/25/14-06/30/15
Matthews, Evangeline	Workforce Trainer/IVC	72.00/hr	09/10/14-06/30/15
Mayani, Homa	Tutor/SC	12.00/hr	09/25/14-06/30/15
Messner, Stacie	Tutor/SC	13.00/hr	09/09/14-06/30/15
Noroozi, Zahra	Workforce Trainer/IVC	72.00/hr	09/25/14-06/30/15

**B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION**

1. **DIRECTOR OF ECONOMIC AND WORKFORCE DEVELOPMENT**, a Classified Manager, Integrated Academic and Classified Administrator and Manager Salary Schedule Range 19, Division of Business Sciences and Economic and Workforce Development, Saddleback College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective October 28, 2014.
2. **DIRECTOR OF SITE DEVELOPMENT**, Specially Funded, Classified Manager, Integrated Academic and Classified Administrator and Manager Salary Schedule Range 20, Office of Business Services, District seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective November 1, 2014. This position is specially funded through Capital Outlay Projects on a limited term basis, to be considered for renewal annually. Employment in this specially funded position is contingent upon these funds.

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

3. PROGRAM ASSISTANT, Categorical, Classified Bargaining Unit Salary Schedule Range 118, Office of Community Education, Emeritus Institute and K-12 Partnerships, Saddleback College seeks authorization to establish and announce a part-time, 25 hours per week, 12 months per year position to its staff complement, effective October 28, 2014. This position is funded by Community Education revenue, with employment contingent upon these funds.
4. RESEARCH AND PLANNING ANALYST, Classified Bargaining Unit Salary Schedule Range 138, Office of Research, Planning and Accreditation, 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 October 28, 2014.

**C. AUTHORIZATION TO ELIMINATE AND CREATE CLASSIFIED POSITIONS**

1. IRVINE VALLEY COLLEGE seeks authorization to eliminate and create the following Classified positions, within their organization as defined by Title V Education Regulation, Section (a) and (b), Recruitment 53021.
  - a. **ELIMINATE** DISPATCHER/RECORDS, Office of Campus Safety and Security, Pos. #4941, Classified Bargaining Unit Salary Schedule Range 119, part-time, 8 hour per week, 12 months per year position from its staff complement, and **CREATE** two (2) part-time positions: DISPATCHER/RECORDS, Office of Campus Safety and Security, Classified Bargaining Unit Salary Schedule Range 119, part-time, 24 hours per week, with 5% shift differential, 12 months per year position; and DISPATCHER/RECORDS, Office of Campus Safety and Security, Classified Bargaining Unit Salary Schedule Range 119, part-time, 24 hours per week, 12 months per year position; and **CREATE** a full-time position: DISPATCHER/RECORDS, Office of Campus Safety and Security, Classified Bargaining Unit Salary Schedule Range 119, full-time, 40 hours per week, with 7.5% shift differential, 12 months per year position to its staff complement, effective October 28, 2014. (Pos. #4941 was approved by the Board of Trustees on November 25, 2013)

**D. CHANGE OF STATUS**

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)
  - A. CASILLAS, MEGHAN, ID #16831, Office Assistant, Pos. #3519, Classified Bargaining Unit Salary Schedule Range 113, Step 2, 19 hours per week, 11 months per year, Division of Transfer, Career and Special Programs, Saddleback College, is to be employed as Counseling Office Assistant, Pos. #3238, Classified Bargaining Unit Salary Schedule Range 115, Step 2, 29 hours per week, 12 months per year, Division of Transfer, Career and Special Programs, Saddleback College, effective September 26, 2014. This is a replacement for Maryam Afshari, who resigned.



**D. CHANGE OF STATUS - Continued**

- B. MALIGIE, RYAN, ID #19854, Police Officer, Pos. #2575, Police Officers Association Bargaining Unit Salary Schedule Range 002, Step 2, 20 hours per week, 12 months per year, Office of Campus Safety and Security, Saddleback College, has been given a lateral transfer to Police Officer, Pos. #2577, Police Officers Association Bargaining Unit Salary Schedule Range 002, Step 2, 40 hours per week, 12 months per year, Office of Campus Safety and Security, Saddleback College, effective October 13, 2014. This is a replacement for Michael Looney, who retired.

**E. OUT OF CLASS ASSIGNMENTS**

1. BERMUDEZ, ALFRED, ID #6093, Custodian, Pos. #1829, Classified Bargaining Unit Salary Schedule Range 113, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Lead Custodian, Pos. #3306, Classified Bargaining Unit Salary Schedule Range 119, Step 4, 40 hours per week, Office of Physical Plant, Saddleback College, effective September 16, 2014. This is a temporary reassignment for Manuel Ontiveros, who is in a temporary assignment.
2. ONTIVEROS, MANUEL, ID #4096, Lead Custodian, Pos. #3306, Classified Bargaining Unit Salary Schedule Range 119, Step 6, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to Acting Night Facilities Maintenance Operations Supervisor, Pos. #4592, Integrated Academic and Classified Administrators and Managers Salary Schedule Range 8, Step 3, 40 hours per week, Office of Physical Plant, Saddleback College, effective September 16, 2014. This is a temporary reassignment for Anthony Rodgers, who is on leave.
3. WILHELM, MELINDA, ID #19144, Graphic Designer/Production Technician, Pos. #4840, Classified Bargaining Unit Salary Schedule Range 126, Step 3, 40 hours per week, 12 months per year, Marketing, Office of Marketing, Communications, and Broadcast Systems, Irvine Valley College, has been given a temporary change in assignment to Graphic Designer, Pos. #3696, Classified Bargaining Unit Salary Schedule Range 130, Step 2, 40 hours per week, Marketing, Office of Marketing, Communications, and Broadcast Systems, Irvine Valley College, effective October 1, 2014. This is a temporary replacement for David Kite, who resigned.

**F. TEMPORARY INCREASE IN HOURS**

1. DADSETAN, SHARAREH, ID #12227, Office Assistant, Pos. #4416, Classified Bargaining Unit Salary Schedule Range 113, Step 1, 29 hours per week, 12 month per year, Learning Assistance Program, Division of Online Education and Learning Resources, Saddleback College, has been given a temporary increase in hours to 40 hours per week, effective October 6, 2014.
2. MACASAET, KATRINA, ID #17372, Child Development Specialist, Pos. #3502, Classified Bargaining Unit Salary Schedule Range 122, Step 5, 27.5 hours per week, 12 months per year, Child Development Center, Office of Student Services, Saddleback College, has been given a temporary increase in hours to 40 hours per week, effective September 15, 2014 through October 16, 2014.

**G. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT**

1. BRIGGS, JON, ID #19715, Graphic Designer, Pos. #3383, Classified Bargaining Unit Salary Schedule Range 130, Step 2, 40 hours per week, 12 months per year, Office of Marketing and Communications, Saddleback College, conclusion of employment effective September 26, 2014. Payment is authorized for any compensated time off. (Probationary Start date: October 7, 2013)
2. MACASAET, KATRINA, ID #17372, Child Development Specialist, Pos. #3502, Classified Bargaining Unit Salary Schedule Range 122, Step 5, 27.5 hours per week, 12 months per year, Child Development Center, Office of Student Services, Saddleback College, resignation effective October 16, 2014. Payment is authorized for any compensated time off. (Permanent Start date: July 1, 2010)
3. MCGANN, KATHLEEN, ID #10794, Admissions and Records Specialist I, Pos. #2738, Classified Bargaining Unit Salary Schedule Range 116, Step 6, 40 hours per week, 12 months per year, Division of Admissions, Records and Enrollment Services, Irvine Valley College, resignation effective December 5, 2014 and retirement effective December 6, 2014. Payment is authorized for any compensated time off. (Permanent Start date: April 25, 2000)
4. NIALIS, ELLEN, ID #19060, Human Resources Specialist, Pos. #4482, Classified Bargaining Unit Salary Schedule Range 127, Step 5, 40 hours per week, 12 months per year, Office of Human Resources, District, resignation effective October 10, 2014. Payment is authorized for any compensated time off. (Permanent Start date: October 29, 2012)
5. REALINI, YVONNE, ID #5509, Admissions and Records Specialist II, Pos. #3233, Classified Bargaining Unit Salary Schedule Range 120, Step 6, 40 hours per week, 12 months per year, School of Admissions, Records and Enrollment Services, Irvine Valley College, resignation effective September 30, 2014, and retirement effective October 1, 2014. Payment is authorized for any compensated time off. (Permanent Start date: June 13, 1994)
6. SAFRANG, SASAN, ID #19068, Library Assistant I, Pos. #4779, Classified Bargaining Unit Salary Schedule Range 115, Step 2, 20 hours per week, 11 months per year, School of Library Services, Irvine Valley College, conclusion of employment effective September 29, 2014. Payment is authorized for any compensated time off. (Probationary Start date: October 1, 2013)
7. VITALE, ANGEL, ID #11102, Child Development Specialist, Pos. #3515, Classified Bargaining Unit Salary Schedule Range 122, Step 6, 27.5 hours per week, 12 months per year, Child Development Center, Office of Student Services, Irvine Valley College, effective September 26, 2014. Payment is authorized for any compensated time off. (Permanent Start date: September 26, 2000)
8. WILKINSON, CHRISTOPHER, ID #19082, Chief of Police, Pos. #4541, Integrated Academic and Classified Administrator and Manager Salary Schedule Range 16, Step 8, 40 hours per week, 12 months per year, Office of Campus Safety and Security, Saddleback College, resignation effective December 30, 2014, and retirement effective December 31, 2014. Payment is authorized for any compensated time off. (Permanent Start date: July 1, 2013)

## **H. VOLUNTEERS**

1. The following individuals are to be approved as Volunteers for the 2014/2015 academic year.

### Environmental Studies, Advanced Technology and Applied Science, Saddleback College

Aguero, Chelsea	Ahrens, Rachel	Albrecht, Alexa
Aldridge, Alexander	Alemu, Ruth	Alonso, Maria
Alvidrez, Rebecca	Amin, Faisal	Anderson, Luc
Aquilino, Maria	Archbold, Ruby	Artemov, Juliana
Atwood, Hilary	Ayers, Mackenzie	Bodua, Roy
Barnard, Ryan	Barnes, Chris	Brouillette, Khrystl
Beck, Emily	Beltran, Andrew	Blackwood, Katherine
Blaylock, Madison	Bourne, Maxwell	Bratton, Marcus
Brereton, Shayna	Brown, Rachelle	Cahill, Liam
Campbell, Ryan	Carlow, Kris	Carlson, Nicole
Castellon, Michelle	Cathcart, Alyssa	Cavallo, Nicholas
Cedillo, Kathleen	Chavez, Carlos	Chavez, Greg
Chen, Jonathan	Chiriboga, Natalie	Christianson, Vincent
Cinto, Adalin	Clausen, Shane	Czerwin, Enya
Davila, Danielle	Davis, Kenny	DeJesus, Sebastian
Dodos, Matt	Dolan, Ryan	Donovan, Emily
Douroudian, Theodore	Dutton, Jeremy	Elsasser, Shannon
Eslick, Jordan	Evans, Greta Rose	Fakhimi, Mahta
Fariadpour, Shayan	Fischella, Michael	Fonner, Robert
Forbes, Hayley	Fordunski, Janet	Forte, Nichole
Fowler, Joshua	Friedlander, Zackary	Fuentes, Alexander
Galligan, Connor	Ganjanpur, Michelle	Gifford, Laurel Anne
Gillen, John	Gloria, Evelyn	Golemo, Brandon
Golemo, Evan	Gore, Carsen	Grandbouche, Joshua
Granados, Joseph	Granucci, Gloria	Gross, Hunter
Gnasso, Rebecca	Hanzlick, Brandon	Harris, Brooke
Hasal, Nathaniel	Hazari, Areba	Henry, Matthew
Hernandez, Andrew	Hernandez, Roxanne	Higa, Robert
Hoey, Tim	Houlihan, Eric	Houston, Blair
Hull, Justin	Hulse, Luke	Hutchison, Dalton
Iorizzo, Aua	James, Courtney	Johnson, Kelsey
Johnson, Kyle	Jones, Iain	Kahidi, Tara
Kellstrom, David	Kelly, Ashley	Kim, Alex
Kumagai, Sean	Kwiatkowski, Leslie	Lanham, Nick
Lavenstein Bendall, Rhiannon	Le, Timothy	Llamas, Jessica
Lotito, Michael	Lowe, Christina	MacCarthy, Katelyn
Maka, Brian	Malfavon, Jessica	Mang, Alex
Mao, Brandon	Martin, Christina	Mata, James
Mazon, Maya	MacCarthy, Terrence	McDonald, Thomas
Mcewen, Tyler	Mendiola, Madoline	Menkal, Johnny
Mersereau, Summer	Miller, Tylar	Mockridge, Taylor
Mohebbi, Pegah	Moore, Ryan	Moreno, Jose
Mosqueda, Isaac	Murphy-Fahlgren, Thorin	Neal, Brandon
Nemsik, Katherine	Nguyen, Nick	Nicolopoulos, John

**H. VOLUNTEERS - Continued**

1. The following individuals are to be approved as Volunteers for the 2014/2015 academic year.

Environmental Studies, Advanced Technology and Applied Science, Saddleback College

Nikki, Sean	Nouriani, Avmin	Oates, Allison
O'Hair, Patrick	Oro-Duag, Kayana	Orr, Justin
Orta, Juan	Ortiz, Leonel	Overman, Lorraine
Pantiru, Naomi	Patel, Achyut	Pelligra, James
Pimentel, Andrew	Pintar, Eric	Plumb, Brianna
Pruitt, Chase	Quintino, Joshua	Reinartz, Donald
Reitan, Jeremy	Ricca, Kelly	Richards, Shane
Ritchie, Kyle	Rivera, Mafry	Rowell, Alyson
Ruiz, Adeline	Ruiz, Justine	Ruzi, Tyler
Sabus, Andrew	Saldirar, Jacqueline	Salehian, Seena
Saliba, Hanna	Sanchez-Zacorias, Salvador	Santala, Nick
Santoyo, Karina	Sargent, Audreanna	Schreiber, Katie
Senger, Colton	Senigny, Jennifer	Sforza, Nathan
Shane, Sophie	Shank, Bryce	Shimizu, Sarah
Sobh, Wade	Salis, Nathan	Stafford, Corey
Stephens, Cynthia	Stewart, Scott	Stonehouse, Sarah
Sutton, Adam	Sweet, Sara	Taheri, Nicolette
Takata, Case	Taylor, Justin	Tellez, Fernando
Thompson, Eric	Tran, Andrew	Traweek, Danica
Twomey, Garrett	Valdovinos, Melisa	Velediaz, Becquer
Vicario, Tonya	Villanueva, Bernice	Violette, Austin
Walker, Gabriela	Wang, Austin	Whelan, Andrew
Whelchel, Yvette	Willey, Lauren	Winans, Jordan
Winans, John	Wright, Jeffrey	Yearwood, Drew
Yolles, Josh	Zaraza Aranda, Victor	Zaper, Jacqueline

Advanced Technology/Applied Science, Saddleback College

Bohosyan, Herline	Butler, Alan
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Fine Arts and Media Technology, Saddleback College

Donaldson, Diana	Firpo, James	Glass, Deborah
Goodman, Bob	Igawa, Claire	Isen, Thalia
Johnson, Ryan	Keys, Joseph	Lustig, Alex
Maestas, Justin	Matthews, Duane	Milligan, Jeffrey
O'Connor, Sean	Ortiz, Elizabeth	Orlanpos, Bradley
Philips, Derrick	Poizner, Michael	Ruffino, Andrea
Santos, Ruben	Schwartz, Mark	Taylor, Jeffrey
Tellers, A.J.	Thompson, Daniel	Vantrease Michael
Warner, Brian	Wedel, Terry	Zbierski, Justin

Fine Arts, Irvine Valley College

Ivancik, Logan	Gonzalez, Molly
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Guidance and Counseling, Irvine Valley College

Daniels, Brittany

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| Lucas, Paula | Profet, Sharon |
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## ATTACHMENT 1

South Orange County Community College District

**DIRECTOR OF ECONOMIC AND WORKFORCE DEVELOPMENT**, JC ID # , Classified Manager, Integrated Academic and Classified Administrator and Manager Salary Schedule Range 19

### DEFINITION

To serve as the primary external workforce and training representative of the College to agencies, consortia, partnerships, and regional workforce groups throughout the region; cultivate and promote positive and substantive relationships with local business and industry; develop fee-based and contract education programming to generate revenue that supports department goals; serve as a leader of and an advocate for the College within the external community; plan, develop, organize and implement the goals and objectives of assigned functions; prepare and administer annual budgets for assigned programs; coordinate the branding and marketing efforts for Saddleback College's Economic and Workforce Development (EWD) program; work with Division Deans to coordinate contract education offerings (credit and non-credit); and provide responsible and complex administrative support to the President or President's designee.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the district; lead by example; actively participate in and support district-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

### SUPERVISION RECEIVED AND EXERCISED

Receives administrative direction from the President or President's designee (Dean of Business Sciences and Economic and Workforce Development).

Exercises functional and technical supervision over assigned classified employees or other part-time, temporary or student workers as assigned.

### EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Provide leadership in the administration of all externally focused economic and workforce development programs and services of the College, including EWD personnel management, in accordance with laws, regulations, District policy and collective bargaining agreements; direct and evaluate assigned programs and services, which may include, but are not limited to: economic and workforce development and grant-funded projects.

Formulate, recommend, and implement long and short-range goals and strategic plans for area of assignment, requesting resources required through the College process; assure consistency of unit plans with other College and District plans; lead economic and workforce development assignment in alignment with College's mission, goals and objectives.

Represent the College to business, industry and governmental agency-based organizations on local, state, and national committees and taskforces regarding economic and workforce development and training; establish and support an EWD advisory board made up of representatives of the community and local business and industry.

Contact and develop connections with local business and industry representatives; provide technical assistance to companies and facilitate related economic development activities in the region.

Conduct needs assessments and assist in the collection and analysis of significant data which reflects existing needs of the local business community.

South Orange County Community College District  
Page 2 - Director of Economic and Workforce Development

Implement and evaluate the College's EWD plan.

Serve as a liaison between the College and business organizations, community and regional groups, other community colleges and four-year colleges and universities; interface with the community and external agencies in all matters of economic and workforce development, including, but not limited to, career technical training, basic skill development and proprietary training for businesses.

Foster innovation in economic and workforce development programs and services; work with the community, business, industry and other educational institutions to promote areas of assignment; contribute to the development and implementation of a coordinated outreach, marketing and public relations process.

Recommend and assist in the implementation/evaluation of goals and objectives for assigned services and functions.

Participate in the collection, compilation, and analysis of information from various sources on a variety of specialized topics related to business and/or program development; prepare reports that present and interpret data, identify options to address identified needs; and make and justify recommendations for business and/or program development.

Work with content experts to propose training programs that meet community, industry and government training needs.

Solicit and utilize feedback from employers, employees, faculty, students and other departments to develop fee-based and contract education training solutions and make improvements in EWD operations.

Identify and expand economic development opportunities targeting local, regional, and international firms that strive to address training needs.

Work collaboratively to develop partnerships/agreements with businesses, advisory boards, and professional associations; cultivate and promote positive and substantive relationships with local business and industry.

Plan, coordinate and direct customized programs and services that address the economic and workforce development needs in the region, including short- and long-term training programs, workshops, and seminars, to meet identified needs.

Attend workshops, professional conferences, and trade shows for program planning and development and marketing services; and serve on a variety of community and state committees.

Work with the Director of Marketing and Communication – Saddleback College to brand and market the EWD program, including creative solutions related to social media, website enhancement, press releases and collateral marketing pieces.

Serve on business, community and EWD boards to ensure the College has input and influence in the development of public policy on economic and workforce development.

Seek appropriate funding opportunities for assigned programs and services through partnerships, fee-based activities, contracts and other alternative revenue sources to promote, grow, and expand future economic and workforce development projects and programs.

South Orange County Community College District  
Page 3 - Director of Economic and Workforce Development

Negotiate, prepare and submit contracts for contract education and using approved process and templates for instructional service agreements, ensuring compliance with regulations, such as Title 5 requirements, and good business practices for credit and noncredit instruction, District policies and procedures.

Design and administer training and employment preparation programs in accordance with College policy and external funding provisions; direct the preparation, submission and maintenance of detailed and comprehensive reports, records and files regarding programs, services, personnel, facilities and activities as necessary; and process required data and reports in a timely manner.

Ensure the accurate and timely development, preparation, submittal, administration, and monitoring of annual budgets for assigned programs; provide administrative oversight of all assigned funds and budgets; monitor and control all such funds in a responsible manner; direct the maintenance of necessary records and controls to assure expenditures and operations remain within established budget limitations in conformance with District policy; monitor and approve purchase requisitions and prepare agenda items for Board approval as needed.

Participate in the selection of classified staff and temporary professional staff as necessary; train and supervise classified and contract employees; evaluate employees per contract.

Train, supervise and evaluate the performance of contract trainers in keeping with Board policies and administrative procedures; visit contracted work sites and observe and evaluate training methods and effectiveness; and administer employment contracts.

Demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of students.

In cooperation and coordination with division deans, plan, coordinate, and direct contract education courses (credit or noncredit) and work with discipline faculty to review and facilitate development of credit curriculum requested for contract education; hire college faculty under contract to teach externally-funded EWD Contract Education courses.

Cultivate internship opportunities for students and connect employers to the career placement office; and notify appropriate deans of internship opportunities identified for their programs.

Organize and manage events on campus for community, business, and industry representatives.

Organize, attend or chair a variety of administrative and staff meetings related to economic and workforce development; provide workshops on EWD topics as requested.

Keep current on related legislation, regulations and developments that could affect department operations; disseminate such information to appropriate personnel.

Work effectively within a participatory governance structure.

Participate in State, national, and international activities that promote economic and workforce development and provides assistance in the creation of high quality and innovative workforce training approaches.

Act on opportunities to support and promote College career technical education programs and services to business and industry.

Perform other related duties as assigned.



South Orange County Community College District  
Page 4 - Director of Economic and Workforce Development

QUALIFICATIONS

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:

Bachelor's Degree in a discipline commonly taught at a community college from an accredited College or university; Master's Degree preferred; and

Experience:

A minimum of five years successful managerial experience in a post-secondary education/training environment, high level business department, government, or industry organization related to EWD, or related experience; successful experience in developing successful new programs and services, developing collaborative partnerships with outside organizations, developing effective marketing strategies, and recruiting qualified workforce development trainers and consultants; successful project management experience; demonstrated success in budget management including budget development and meeting annual revenue and budget goals; quality assurance and continuous quality improvement experience; and supervision of assigned staff.

LICENSES AND OTHER CERTIFICATION:

Valid California driver's license.

Knowledge of:

A community college system and academic terminology.

Basic outcome metrics, data collection and analysis that demonstrates effectiveness of operation.

Budget preparation and administration, principles and processes.

Community/public relations.

Computer systems and software applications related to area of assignment, including database management, spreadsheets, word processing and specialized software/web based systems.

Correct English composition, grammar, spelling and vocabulary.

Effective business letter writing and report preparation.

Effective sales techniques.

Evidence of a working knowledge of local, regional and national workforce trends, legislation and related agencies.

Evidence of sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of clients, faculty and staff.

Evidence of understanding and experience with the principles of collegial consultation.

Extensive knowledge of grant- and externally-funded programs and processes.

External resource development (e.g. grant writing, fundraising, contracting).

Familiarity with the Orange County business community and workforce development systems.

Financial record keeping.

Management techniques that encourage creativity improve efficiency and increase productivity.

Marketing and public relations.

Oral and written communication skills.

Organizational and management practices.

Planning and organizational skills.

Principles and practices of training, supervision, motivation, and evaluation of employees.

Principles of program evaluation and continuous quality improvement.

Proposal and budget development.

Website maintenance via a content management system.

Workforce development methodology, programs, resources, and providers.

South Orange County Community College District  
Page 5 - Director of Economic and Workforce Development

Ability to:

Accomplish work through effective time management and direction of staff.  
Administer budgets, personnel and facilities effectively and in compliance with State and Federal regulations and District policies and procedures.  
Advocate for assigned programs.  
Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.  
Assess, manage, implement, and use technology in the management and delivery of training programs.  
Build educational partnerships with business, industry, community or other educational institutions.  
Collect, compile and analyze data, and prepare reports utilizing data.  
Communicate clearly, concisely and effectively, using various means including written/oral communication and public speaking with diverse constituencies within and outside of the District.  
Demonstrate commitment to professional excellence.  
Demonstrate evidence of sensitivity, understanding, commitment and ability to effective with clients of diverse academic, socioeconomic, cultural, physically challenged and ethnic backgrounds.  
Demonstrate flexibility and adaptability.  
Demonstrate interpersonal skills including tact, patience and diplomacy.  
Demonstrate success in obtaining external funding sources and developing and implementing innovative programs and follow-up reporting related to this funding.  
Develop contract training programs for business and/or industry.  
Develop markets and promotional strategies for services and projects.  
Embrace and work effectively within a participatory governance structure.  
Encourage excellence within the EWD unit and promote an organizational culture of customer service, innovation, and quality services.  
Establish and maintain effective, harmonious, and collaborative relationships with a diverse population of clients, staff and community.  
Establish goals, identify data to be collected for their measurement, and meet/exceed annual objectives.  
Exercise initiative and work independently.  
Exercise judgment in choosing among possible actions (sometimes without clear precedents) and with concern for the consequences of the action.  
Forecast current and future needs and costs affecting assigned programs and services.  
Gain cooperation through discussion and persuasion.  
Interact with and develop relationships with local business and industry representatives.  
Interpret, analyze, apply and explain applicable, complex and technical District policies and procedures, local, State and federal laws and regulations.  
Lead, train, supervise, and evaluate assigned staff.  
Learn District and College organization, operations, and objectives.  
Maintain current knowledge of economic and workforce development.  
Maintain written records and reports.  
Manage and assess technology needs in a training environment.  
Operate computer applications and manage databases, documents and other software related to assigned unit.  
Operate modern office equipment.  
Operate successfully in a political environment.  
Perform job duties with tact, patience and sensitivity, and adherence to standards of ethical behavior and accountability.  
Plan, develop, coordinate, implement, direct, supervise, evaluate and promote programs utilizing external funds for training, employment, and workforce development purposes.  
Plan, organize, coordinate, manage and expedite assigned projects and activities related to assignment in a manner conducive to full performance and meeting deadlines.  
Provide relevant facts and recommendation to supervisor.

South Orange County Community College District  
Page 6 - Director of Economic and Workforce Development

Ability to:

Prepare oral and written reports and recommendations.

Represent the College at the community, state and national levels.

Research and apply applicable district policies, local, State and federal laws, codes and regulations concerning economic and workforce development for a California community college.

Resolve conflicts and solve problems.

Serve as an effective management team member.

Train, supervise and evaluate the performance of assigned personnel.

Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.

Use email etiquette when using electronic communication.

Use independent judgment in the interpretation and application of rules, regulations, policies and procedures; check with assigned supervisor if there is not clarity regarding your understanding.

Work collaboratively with administration, classified management, and staff

Work effectively in a fast paced environment with numerous interruptions.

Work effectively with others to achieve common goals.

Write grants, proposals, recommendations, contracts, reports and correspondence.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment and physical demands described here are representative of those required by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment

Standard office setting. Typically, duties are performed in an office environment while sitting at a desk or computer workstation. An incumbent frequently visits business and community sites and is subject to contact with others, frequent interruptions, noise from talking or office equipment and demanding legal timelines.

Physical Demands

The incumbent regularly sits for long periods, walks short distances on a regular basis, travels to various locations to visit instructional, business and community sites, attend meetings and conduct work; uses hands and fingers to operate an electronic keyboard or other office machines; reaches with hands and arms, speaks clearly and distinctly to answer telephones and to provide information; sees to read fine print and operate computer; hears and understands voices over telephone and in person; and lifts, carries, and/or moves objects weighing up to 10 pounds.

Finalized by Marlys Grodt and Associates, October 11, 2014

## ATTACHMENT 2

South Orange County Community College District

**DIRECTOR OF SITE DEVELOPMENT, SPECIALLY FUNDED, JC ID # , Classified Manager, Integrated Academic and Classified Administrator and Manager Salary Schedule Range 20**

### DEFINITION

To assist the Executive Director of Facilities Planning and Purchasing by planning, developing and delivering facilities improvements district wide, including programs, supporting documentation, budgets and schedules; provide technical direction to projects including prepare and administer contracts for project consultants and contractors from programming to close out; attend/facilitate district, college, agency and project meetings, provide support to College building committees; coordinate project requirements and schedules and provide project status reports including assistance by the project architects, consultants and contractors, when appropriate, and present to college, district and Board of Trustees as assigned.

Coordinate with campus and district administrators in the development of overall implementation of plans and budgets; serve as the district's liaison related to assigned projects with local agencies and other authorities having jurisdiction; participate in efforts for DSA project close outs; and manage website input.

To foster a culture of collaboration, mutual respect, innovation, and continuous improvement throughout the District; lead by example; actively participate in and support District-wide participatory governance components and activities and other collaborative processes; encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.

### DISTINGUISHING CHARACTERISTICS

This is a single-position, specially-funded classification, paid out of limited-term project funds as authorized by the Vice Chancellor of Business Services. The employee assigned to this classification assists the Executive Director of Facilities Planning & Purchasing, as assigned, by overseeing the development and construction of district and college facilities, especially at the Advanced Technical Education Park (ATEP).

### SUPERVISION RECEIVED AND EXERCISED

Receives general supervision of assigned duties from the Executive Director of Facilities Planning and Purchasing, who may or may not work in proximity; assists with Vice Chancellor of Business Services efforts as assigned through Executive Director of Facilities Planning and Purchasing.

Exercises functional and technical supervision over consultants and contractors as assigned.

### EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Serve as district administrator of site development and facilities improvement projects; plan, coordinate and oversee the selection of architects and other consultants, and the development of plans and specifications for all assigned site development and facilities improvements, including coordination with district, college and representatives of local, county, state and federal agencies.

Prepare recommendations and justifications regarding facilities improvement budget requests and authorize expenditures according to district policies and applicable regulations; ensure the timely and accurate preparation, review and administration of assigned facilities improvements.

Provide on-going management of all assigned capital improvement projects including supervision of associated consultants; monitor document status for projects including submittals, requests for information, field clarifications, change orders, schedules, pay requests and as built documentation.

South Orange County Community College District  
Page 2 - Director of Site Development

Participate in district-wide and college committees with regard to site development, facilities, capital improvement, maintenance and coordination issues.

Comply with competitive bidding requirements; work with Executive Director of Facilities Planning and Purchasing to determine best delivery method in order to obtain the highest quality products and services available at competitive pricing; coordinate advertising and bidding procedures; prequalification of building contractors, prepare bid documents; approve bid alternates and addenda; conduct pre-bid conference and facilitate requests for information; solicit and analyze bids; coordinate and review final construction contract documents and final plan changes prior to bidding; negotiate as appropriate with vendors for recommendation of results, obtain contractors for recommendation of bid award.

Ensure that short and long range facilities planning activities are performed in conjunction with college schedules so that district facilities planning can effectively and efficiently accommodate student and programs that need to be served.

Assist in developing and administering project budgets, schedules, status reports and claims; create, process and monitor development, design and construction project purchase orders through close out; approve expenditures including change orders to ensure construction of new facilities in accordance to plans and specifications within the approved scope, budget and time frame; prepare all project-related agenda items for review by Executive Director of Facilities Planning and Purchasing for recommendation of approval by Board of Trustees.

Procure service, recommend contracts, manage and coordinate information for construction inspectors, soils engineer, material testing lab, hazardous materials consultant and other technical services consultants; represent the district in the administration of contracts; work with architects, inspectors, consultants and contractors to complete projects; obtain reports including surveys and soils tests required by architects and engineers.

Monitor and evaluate project design and construction operations and activities and take corrective actions as necessary; evaluate work products and results of supervised consultants and contractors; assess problem projects for recommendation to Executive Director of Facilities Planning and Purchasing regarding potential surety involvement, monitor and notify in a timely fashion when necessary; log and track preliminary and stop notices for review during payment; and coordinate and administer warranty-related issues and solutions.

Coordinate installation of project utility company services, including electrical, gas, potable and recycled water; coordinate keying and implementation of telecommunication requirements and equipment; assist with procurement and installation of furniture; obtain local agency approvals including any necessary operating permits; assist with move-in of new facility.

Administer closeout of projects including punch list, submittals, training of maintenance and operations personnel, filing of Notice of Completion, and Division of the State Architect close out; and approval of final payment and release of retention monies.

Meet regularly with the Executive Director of Facilities Planning and Purchasing and provide technical expertise information and assistance regarding assigned functions and district planning; assist in the formulation and development of policies, procedures and programs; support Executive Director of Facilities Planning and Purchasing.

Interface with public agencies, such as State Chancellor's Office, the Division of the State Architect and other city and county representatives, including the fire marshal, health department and environmental agencies as required by Executive Director of Facilities Planning and Purchasing.

South Orange County Community College District  
Page 3 - Director of Site Development

Communicate with other facilities planning and purchasing personnel, district and college personnel and others to coordinate program and activities. Respond and seek resolution of complaints arising from assigned program area activities, including participating in the process of collective bargaining (contract) grievances.

Monitor the entry of data related to capital improvement projects; ensure that facilities information systems (district wide communications, bid announcements, project progress reports, Board of Trustees' facilities reports) are up to date.

Ensure that work related to facilities planning is performed in compliance with district policies as well as local, state and federal legal requirement and review and certify the accuracy of data concerning assigned projects.

Ensure the timely and accurate processing and maintenance of records, reports and files related to assigned facilities planning and construction including drawing files of buildings, floor plans and campus site plans to maintain documentation of existing district and college facilities.

Maintain current knowledge and information regarding new or revised building codes, public contracting laws, state agencies regulations, federal regulations, district policy, building and construction technologies, green technologies, energy standards, scheduling technologies, materials of construction, inspection requirements, material testing requirements and protocols, hazardous materials and remediation requirements, fair market pricing structures, labor compliance and other legal requirements.

Respond to union and contract compliance issues; and respond to public records act requests.

Perform related duties as assigned.

### QUALIFICATIONS.

#### 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:

Bachelor's degree from an accredited college or university with major course work in civil engineering, architecture or related field, and course work in public or business administration or related field; and

##### Experience:

At least five years of increasingly responsible professional construction management, architecture or engineering experience, involving the design and construction of public or commercial facilities, and at least three years of increasingly responsible experience in purchasing and materials management work, including supervisory responsibility in either position and familiarity in administering and monitoring construction contracts that require contractors to work in compliance with complex legal requirements.

#### LICENSES AND OTHER CERTIFICATION:

Valid California driver's license

##### Knowledge of:

Applicable District policies and local, State and federal laws, codes and regulations.

Building and building systems design and construction including civil, structural, mechanical, plumbing, electrical, finishes and landscaping.

Building codes including but not limited to the CBC and other related codes and laws.

South Orange County Community College District  
Page 4 - Director of Site Development

Knowledge of:

Computer systems and software applications related to area of assignment, including a working knowledge of software, i.e. Computer Aided Design (CAD) or Building Information Modeling (BIM) for preparation of architectural drawings.  
Contents of construction contracts.  
Contract administration.  
Design and construction processes required by local, State and federal codes, including Title 21 – Public Works and Title 24 – Building Code.  
Interpersonal skills including tact, patience and diplomacy.  
Methods, practices and procedures of governmental purchasing including contract and bid procedures.  
Modern office practices, procedures, methods, and equipment.  
Negotiating skills.  
Oral and written communication skills.  
Organizational and management practices as applied to analysis and evaluation of facilities planning.  
Principles and practices of plan and specification preparation.  
Principles and practices of project budget preparation and management  
Principles and practices of supervision including personnel training, evaluation and work direction.  
Principles of building design and construction practices.  
Principles of cost benefit analysis and cost accounting.  
Techniques and strategies appropriate to resolve disputes and to enhance communication and cooperation.

Ability to:

Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.  
Assist in forecasting current and future needs and costs affecting the District's facilities and furnishings.  
Collect, compile and analyze data.  
Communicate clearly and concisely, both orally and in writing.  
Communicate effectively with various on and off campus groups and agencies.  
Develop, prepare and administer project budgets.  
Encourage professional excellence among the staff and promote an organizational culture of customer service, innovation, and quality services.  
Establish and maintain cooperative and effective working relationships with those contacted in the course of work.  
Exercise initiative and work independently with minimum administrative direction.  
Exercise judgment or choice among possible actions, sometimes without clear precedents and with concern for the consequences of the action.  
Interpret, apply and explain applicable District policies and procedures and local, State and federal laws and regulations.  
Learn District and College organization, operations and objectives.  
Operate computer and applications software, including database management, spreadsheet, word processing and software related to area of assignment, including CAD.  
Operate modern office equipment such as computer, printer, calculator, copier and facsimile machine.  
Plan and organize work.  
Plan, organize and coordinate assigned activities in a manner conducive to full performance and high morale.  
Plan, organize, coordinate, direct and control development and capital improvements project teams and outcomes.  
Plan, organize, coordinate, manage and expedite construction projects.  
Prepare oral and written reports and recommendations.  
Read, interpret, evaluate and interrelate technical drawings, plans and specifications.  
Recognize and correct ambiguities and mistakes to construction documents and other projects related documents.  
Relate effectively to people of varied academic, cultural and socio-economic background including those with disabilities using tact, diplomacy and courtesy.

South Orange County Community College District  
Page 5 - Director of Site Development

Ability to:

Train and provide lead work direction to others as assigned.

Understand and effectively and collaboratively work in a complicated multi-college environment, as well as within a system of community college districts.

Use sound judgment in recognizing scope of authority.

WORK ENVIRONMENT AND PHYSICAL DEMANDS

The work environment and physical demands described here are representative of those required by an employee to perform the essential functions of this job successfully. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Work Environment

Standard office/field setting. Duties are typically performed in an office environment while sitting at a desk or computer workstation but are subject to travel to other locations within and outside the District. The incumbent also monitors and inspects District and College facilities and construction sites and is subject to uneven circulation paths, contact with others, frequent interruptions, noise from talking or office equipment and demanding legal issues and timelines. At least minimal environmental controls to assure health and comfort. Must use/wear safety equipment, such as hard hat, boots, construction vest and eye protection while visiting construction sites.

Physical Demands

The incumbent regularly sits for long periods, walks short distances on a regular basis, travels to various locations to inspect facilities, attend meetings and conduct work; uses hands and fingers to operate an electronic keyboard or other office machines; reaches with hands and arms, stoops, kneels or crouches to inspect construction sites; walks over uneven surfaces and through construction environments at various levels of completion; speaks clearly and distinctly to answer telephones and to provide information; sees to read fine print and operate computer; hears and understands voices over telephone and in person; and lifts, carries, and/or moves objects weighing up to 10 pounds.

Finalized by Marlys Grodt and Associates, October 11, 2014



**TO:** Board of Trustees

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

**RE:** SOCCCD: Biennial Ethics Training, Annual Trustee Travel and Compensation Reports

**ACTION:** Approval

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### **BACKGROUND**

On June 26, 2014, the Orange County Grand Jury published a report entitled *Community College Trustees: Responsibilities, Compensation and Transparency*. The report focused on three of the four community college districts in Orange County and called for several actions to increase transparency. Rancho Santiago Community College District was not included in the report for reasons that are not known to the other districts. South Orange County Community College District provided a response to the report on August 26, 2014.

### **STATUS**

After careful review of the report, the South Orange County Community College District trustees agreed to take action on several items:

1. Complete a biennial ethics training program to comply with requirements set forth in California Assembly Bill 1234. Two options are available for this training:
  - Online training through the Fair Political Practices Commission (FPPC).
  - Special board meeting for ethics training provided by legal counsel.
2. Report the following items annually in September during a public meeting and on the district website:
  - Annual individual travel expenditures of the chancellor and trustees. (Exhibit A)
  - The value of all district compensation received by each trustee during the previous fiscal year. (Exhibit B)

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the free online training option for ethics training available through the Fair Political Practices Commission (FPPC). The chancellor also recommends approval of the Report of Chancellor and Trustee Travel Expenditures for the period of September 1, 2013 through August 31, 2014 (Exhibit A) and Report of Total Annual Trustee Compensation for FY 2013-14 (Exhibit B). These reports will be posted on the district website.

Item Submitted By: Gary L. Poertner, Chancellor

# Expenses for Board Members & Chancellor September 1, 2013 through August 30, 2014

Prepared October 17, 2014

Name	Description	Amount Paid	Total by Name
<b>TRUSTEE</b>			
<b>Carrillo, Keefe (Student Trustee)</b>	CCLC Student Trustees Conference in Burlingame, CA	\$977.48	<b>\$977.48</b>
<b>Jemal, Timothy</b>	OCSBA/ACSA Region XVII Dinner Meeting in Irvine, CA	\$32.00	
<b>Jemal, Timothy</b>	CCLC Annual Convention & Partner Conferences in Burlingame, CA (cancellation fee)	\$50.00	
<b>Jemal, Timothy</b>	SOCCCD Innovative Student Success Tools Federal Briefing in Washington, DC	\$560.81	
<b>Jemal, Timothy</b>	OCSBA Annual Dinner Meeting in Irvine, CA	\$32.00	<b>\$674.81</b>
<b>Lang, David B.</b>	CCLC Annual Trustees Conference in Newport Beach, CA	\$595.93	<b>\$595.93</b>
<b>Milchiker, Marcia</b>	CCLC Annual Convention & Partner Conferences in Burlingame, CA	\$1,543.60	
<b>Milchiker, Marcia</b>	South OC Chamber of Commerce Election Preview Breakfast in Laguna Hills, CA	\$35.00	
<b>Milchiker, Marcia</b>	OC Business Council Chairman's Leadership Breakfast in Costa Mesa, CA	\$60.00	<b>\$1,638.60</b>
<b>Padberg, Nancy</b>	Rancho Santa Margarita State of the City Breakfast in Dove Canyon, CA	\$40.00	<b>\$40.00</b>
<b>Pendergast, T.J.</b>	OCSBA/ACSA Region XVII Dinner Meeting in Irvine, CA	\$32.00	
<b>Pendergast, T.J.</b>	OCSBA/ACSA Region XVII Dinner Meeting in Irvine, CA	\$32.00	<b>\$64.00</b>
<b>Robinson, David (Student Trustee)</b>	CCLC Student Trustees Workshop in Anaheim, CA	\$524.91	<b>\$524.91</b>
<b>Wright, Jim</b>	OCSBA/ACSA Region XVII Dinner Meeting in Irvine, CA	\$32.00	
<b>Wright, Jim</b>	CCLC Annual Convention & Partner Conferences in Burlingame, CA	\$1,399.11	
<b>Wright, Jim</b>	OCSBA/ACSA Region XVII Dinner Meeting in Irvine, CA	\$32.00	
<b>Wright, Jim</b>	CCLC Annual Trustees Conference in Newport Beach, CA (cancellation fee)	\$50.00	<b>\$1,513.11</b>
<b>Total Travel: Trustees</b>		<b>\$6,028.84</b>	<b>\$6,028.84</b>
<b>Poertner, Gary</b>	CCLC Southern CEO Conference in Lake Arrowhead, CA	<b>\$913.40</b>	<b>\$913.40</b>
<b>Total Travel: Chancellor</b>		<b>\$913.40</b>	<b>\$913.40</b>

**SOCCCD BOARD OF TRUSTEES - ANNUAL COMPENSATION**

<b>Employee</b>	<b>Annual Salary - Schedule</b>	<b>Health &amp; Welfare Benefits</b>	<b>Total Annual Compensation</b>
Board of Trustees Member	\$ 9,000.00	\$ 22,842.00	\$ 31,842.00
Student Trustee Member	\$ 4,500.00	\$ -	\$ 4,500.00

<b>Employee</b>	<b>FYTD Compensation 2013-2014</b>	<b>Health &amp; Welfare Benefits</b>	<b>Total Fiscal Year Compensation</b>
T.J. Prendergast, III, President	\$ 9,000.00	\$ 22,842.00	\$ 31,842.00
Nancy M. Padberg, Vice President	\$ 9,000.00	\$ 22,842.00	\$ 31,842.00
Marcia Milchiker, Clerk	\$ 9,000.00	\$ 22,842.00	\$ 31,842.00
William O. Jay, Member	\$ 9,000.00	\$ 22,842.00	\$ 31,842.00
David B. Lang, Member	\$ 9,000.00	\$ 22,842.00	\$ 31,842.00
Timothy Jemal, Member	\$ 9,000.00	\$ 22,842.00	\$ 31,842.00
James R. Wright, Member	\$ 9,000.00	\$ 22,842.00	\$ 31,842.00
Keefe Carrillo, Student Member	\$ 750.00		\$ 4,500.00

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

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**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

<b><i>Presentation Date/Time</i></b>	<b><i>Location</i></b>	<b><i>Faculty Member</i></b>	<b><i>Course Title/Activity</i></b>	<b><i>Speaker</i></b>	<b><i>Topic</i></b>
September 25, 2014 6:00 p.m.	BGS 200	Julia Raz/Barbara Cox	BUS 104 / Business Communications	David Raz	Business Communications
October 2, 2014 12:00 p.m.	BGS 352	April Cubbage	SOC 2 / Social Problems	Beth England, Shanti OC	AIDS and HIV Awareness
October 8, 2014 9:00 a.m.	VIL 3-03	Lisa Inlow	FN 173 / Catering	Roger Serna	Setting Up Your Business
October 9, 2014 12:00 p.m.	SSC 212	April Cubbage	WGSAC Speakers Series	Melinda Williams	Domestic Violence Awareness
October 9, 2014 6:00 p.m.	BGS 200	Julia Raz/Barbara Cox	BUS 104 / Business Communications	David Raz	Business Communications
October 16, 2014 2:00 p.m.	BGS 131	Ken Lee	HORT 109 / Planting Design	Phil Mead	Landscape Design & Architecture
October 16, 2014 6:00 p.m.	BGS 200	Julia Raz/Barbara Cox	BUS 104 / Business Communications	David Raz	Business Communications
October 18, 2014 9:00 a.m.	TAS 228	Ken Lee	HORT 146 / Portfolio Development	Kurt Buxton	Resumes & Portfolio
October 21, 2014 10:30 a.m.	SM130	Elizabeth A. Scott	GEO 1 / Physical Geology	Adam Hutchinson, P.G.	Orange County Water Resources
October 22, 2014 6:00 p.m.	TAS 228	Ken Lee	HORT 140 – Landscape Management & Maintenance	Adam Shuck	Sustainable Landscape Maintenance Guides
October 23, 2014 6:00 p.m.	BGS 200	Julia Raz/Barbara Cox	BUS 104 / Business Communications	David Raz	Business Communications
October 25, 2014 9:00 a.m.	TAS 228	Ken Lee	HORT 146 / Portfolio Development	Daniel Hoon, Jerico Farfan, Tony Wade	Resumes & Portfolio
October 28, 2014 10:30 a.m.	BGS 352	April Cubbage	SOC 1 / Introduction to Sociology	Marissa Presley, Laura's House	Domestic Abuse
October 29, 2014 6:00 p.m.	TAS 228	Ken Lee	HORT 140 / Landscape Management & Maintenance	Evan Marks	Sustainability and Horticulture
November 1, 2014 9:00 a.m.	TAS 228	Ken Lee	HORT 146 / Portfolio Development	Daniel Hoon, Jerico Farfan,	Resumes & Portfolios

				Tony Wade	
November 5, 2014 6:00 p.m.	TAS 228	Ken Lee	HORT 140 / Landscape Management & Maintenance	Autumn Rau	Sustainable Landscape Maintenance
November 7, 2014 10:00 a.m.	TA 1 / Acting	William McGuire	Acting	Jeff Mills UCSB Movement Teacher	Movement Workshop & UCSB BFA Information Presentation

### **IRVINE VALLEY COLLEGE**

<b><i>Presentation Date/Time</i></b>	<b><i>Location</i></b>	<b><i>Faculty Member</i></b>	<b><i>Course Title/Activity</i></b>	<b><i>Speaker</i></b>	<b><i>Topic</i></b>
October 1, 2014 2:00 p.m.	PAC 144	Carla Reisch	MUS 21, World Music	Hesam Abedini	Persian Classical Music
October 1, 2014 2:00 p.m.	PAC 144	Carla Reisch	MUS 21, World Music	Niloufar Shiri	Persian Classical Music
October 27, 2014 7:00 p.m.	B 209	J. Perlin Lee	ARTH 115, Collections Management	Grace Kook- Anderson	Collections
October 29, 2014 7:00 p.m.	BSTIC 119	Pauline Merry	WS 120, Women and Work	Mike Olds	A Mini Econ Course
November 3, 2014 7:00 p.m.	B 209	J. Perlin Lee	ARTH 115, Collections Management	Kevin Cabrera	Collections
November 5, 2014 7:00 p.m.	B 209	J. Perlin Lee	ARTH 115, Collections Management	Ed Bopp	Collections
November 10, 2014 7:00 p.m.	BSTIC 119	Pauline Merry	WS 120, Women and Work	Robin Thorne	Women in STEM Careers
November 10, 2014 7:00 p.m.	BSTIC 119	Pauline Merry	WS 120, Women and Work	Melanie Mateo	Women in STEM Careers
November 17, 2014 7:00 p.m.	BSTIC 119	Pauline Merry	WS 120, Women and Work	Thea Iberall	Women's History
November 24, 2014 7:00 p.m.	B 209	J. Perlin Lee	ARTH 115, Collections Management	Jeannine Pedersen	Collections
November 24, 2014 7:00 p.m.	BSTIC 119	Pauline Merry	WS 120, Women and Work	Andrea Riggs	Women Can! A Motivational Talk
December 3, 2014 7:00 p.m.	B 209	J. Perlin Lee	ARTH 115, Collections Management	Laura Belani	Collections
December 3, 2014 7:00 p.m.	BSTIC 119	Pauline Merry	WS 120, Women and Work	Kaye MacDonald	Career Search

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

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### **BACKGROUND**

The District returned to Basic Aid status in FY 1999-2000. The Board of Trustees has requested regular information reports (EXHIBIT A) about projected basic aid receipts and approved projects.

### **STATUS**

As of September 30, 2014, total estimated Basic Aid receipts are \$565.4M and total approved projects are \$552.6M. The balance of \$12.8M includes the reserve of \$8.3M and unallocated funds of \$4.5M.

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.

There were no changes for the FY 2014-2015 Basic Aid allocation from the September, 2014 Board report.

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
October 27, 2014**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>2012/13 Actual</i>	<i>2013/14 Actual</i>	<i>Balance Remaining for 2014/15</i>
<b>CLOSED PROJECTS</b>							
CLOSED PROJECTS TOTAL	171,397,951	163,407,481	3,994,632	3,818,817	177,022	-	-
<b>CAPITAL PROJECTS</b>							
Campus Appearance Improvement IVC & SC (2009)	1,000,000	594,149	144,365	738	140,555	29,330	90,863
ATEP Building Demolition (2007)	13,700,000	73,885	1,439,404	781,124	109,025	1,744,947	9,551,614
ATEP First Building Phase 3A (2011)	21,450,000					761	21,449,239
ATEP Operating Budget* (2006)	12,706,616	8,599,864	1,798,762	507,119	564,290	579,960	656,621
ATEP Site Development (2012)	340,436			31,948	98,851	209,637	-
ATEP Site Development (2013)	6,000,000				693,427	681,207	4,625,365
ATEP Site Development Negotiations (2008)	4,265,883	2,572,209	618,846	322,921	652,433	99,475	-
ATEP Staffing, Equipment, Program Development (2007)	891,611	191,974	346,066	291,119	7,785	14,204	40,463
IVC A200 Success Center (2014)	505,005						505,005
IVC A400 Bldg Remodel (2011)	13,013,000			28,153	608,333	953,102	11,423,412
IVC ATEP Swing Space (2014)	984,000						984,000
IVC B200 Classroom Wing & Labs (2015)	400,000						400,000
IVC B400 Labs and Entrance Controls (2015)	410,000						410,000
IVC Defects Performing Arts Center (2014)	1,400,000					2,611	1,397,389
IVC Design and Install Entrance from Barranca (2003)	2,850,000	51,526	45,644	143,803	25,074	67,052	2,516,900
IVC Fine Arts Building (2008) - State Delay, Future Project request	856,278	61,278					795,000
IVC Life Sciences Project (2004)	13,490,000	875,136	448,231	(1,169,892)	693,544	2,416,169	10,226,813
IVC New Parking Lot (2013)	2,026,000						2,026,000
IVC Performing Arts Center Waterproofing (2013)	470,000						470,000
IVC Repair Exteriors A100, A200, A300, A400, B100 (2010)	400,000		215,836	34,022	57,439	91,367	1,336
IVC Replace Main Water Valves (2010)	275,000	6,035	76,957	97,311	17,485	75,117	2,096
IVC Replace Natural Gas Piping A&B Quads (2010)	230,000	3,088	41,368		78,605	74,349	32,590
IVC SSC HVAC System (2010)	800,000	1,346	19,668	732	12,124	635,534	130,597
IVC Upgrade Exterior & Entries to B300 (2013)	680,000						680,000
SC Athletic Stadium (2015)	950,000						950,000
SC Building Repairs - Library Remodel (2003)	9,819,000	589,404	745,863	1,817,215	(630,004)	4,864,713	2,431,809
SC Building Repairs - LRC Comm Arts Renovation (2013)	2,622,000			-	12,320	14,990	2,594,689
SC Building Repairs - ATAS Building (2003)	17,435,313	153,424	13,800	94,380	167,292	405,643	16,600,774
SC Building Repairs - ATAS Swing Space Renov (2013)	10,249,687				124,917	519,146	9,605,624
SC Central Plant/CoGen Upgrade (2015)	750,000						750,000
SC Demolition and Upper Quad Remodel (2008)	1,000,000						1,000,000
SC Digital Security Access (2015)	650,000						650,000
SC Fine Arts HVAC Renovation (2013)	4,950,000				2,754	76,091	4,871,155
SC Fire Alarm System (2015)	500,000						500,000
SC Golf Driving Range Net Replacement (2005)	300,000	101,800	4,950	19,300	42,520		131,430
SC Health Sciences/DS Waterproofing (2013)	1,000,000					5,209	994,791
SC LRC Defects (2015)	750,000						750,000
SC New Gateway Building (2013) (Match)	890,000						890,000
SC Pool Deck Replacement (2010)	1,500,000	23	1,276,844	189,784	8,121	20,950	4,278
SC Roof Replace Tech & Applied Science, Village Bldg 3-8 (2010)	1,500,000	166,833	851,935	337,751	63,860	51,229	28,392
SC Sciences Building (M/S/E annex) (2003)	67,358,346	29,595	258,563	1,840,003	295,740	7,324,533	57,609,911
SC Site Improvements (2008)	12,580,000	5,740	212,701	-	1,464	107,278	12,252,816
SC PE 200 and 300 Interior Renovation (2014)	1,000,000						1,000,000
SC PE 400 and 500 Renovation (2014)	800,000						800,000
SC Water Damages/Storm Drainage Issues (2013)	750,000				10,710	3,495	735,795
CAPITAL PROJECTS TOTAL	236,498,175	14,077,308	8,559,803	5,367,531	3,858,665	21,068,099	183,566,768



**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
October 27, 2014**

<i><b>Project Description</b></i>	<i><b>Approved Amount</b></i>	<i><b>1999/10 Actual</b></i>	<i><b>2010/11 Actual</b></i>	<i><b>2011/12 Actual</b></i>	<i><b>2012/13 Actual</b></i>	<i><b>2013/14 Actual</b></i>	<i><b>Balance Remaining for 2014/15</b></i>
<b>SCHEDULED MAINTENANCE</b>							
IVC Library Exterior (2013)	275,000					1,830	273,171
IVC Lighting & Walkways (2013)	795,055					332,278	462,777
IVC SM B100 Roof & HVAC (2015)	493,350						493,350
IVC Sports Facilities (2012)	342,600				702	43,312	298,586
SC 12KV Elec Distr Repair (2014)	200,000						200,000
SC Central Plant (2013)	750,000				61,780	23,875	664,345
SC Energy Management System (2012)	657,400			323,678	333,722		-
SC HVAC PE 100 (2014)	800,000						800,000
SC PE 200 Bleacher Repairs (2014)	725,000						725,000
SC PE Complex (2013)	500,000						500,000
<b>SCHEDULED MAINTENANCE PROJECTS TOTAL</b>	<b>5,538,405</b>	<b>-</b>	<b>-</b>	<b>323,678</b>	<b>396,204</b>	<b>401,295</b>	<b>4,417,228</b>
<b>IT PROJECTS</b>							
Campus Desktop Refresh (2013)	4,249,334				648,198	843,987	2,757,148
SOCCCD Automate Electronic Transcript Receiving (2015)	453,600						453,600
SOCCCD Automated Password Reset & Single Sign-On Assess (2015)	115,600						115,600
SOCCCD Awards Management System (2013)	500,000				303,641	154,230	42,129
SOCCCD Blackboard Plug-ins (2013)	150,000				2,000		148,000
SOCCCD Class Schedule Upgrade & Recommendation (2015)	735,000						735,000
SOCCCD Degree Audit/MAP Upgrade (2013)	1,332,640				230,118	396,373	706,149
SOCCCD Document Management Solution (2011)	659,202			622,823	18,731		17,648
SOCCCD District-wide Automatic Email Archive (2015)	165,000						165,000
SOCCCD District-wide Hardware Refresh (2014)	505,000					484,919	20,081
SOCCCD District-wide Network Security (2015)	369,895						369,895
SOCCCD District-wide Server/Storage Maintenance (2015)	950,000						950,000
SOCCCD End-of-Life Core Network/Tech Refresh (2013)	6,984,658				446,032	3,496,228	3,042,398
SOCCCD Enterprise Backup Solution (2014)	150,000					24,933	125,067
SOCCCD Enterprise Content Mgmt Expansion (2013)	150,000				31,386		118,614
SOCCCD HR/Bus Svcs Integrated Software (2013)	11,500,000			16,131	150,433	1,971,236	9,362,199
SOCCCD Intl and Student Scholar Mgmt (2014)	54,500						54,500
HRIS Data Migration	20,000				15,000		5,000
IT Governance - TeamDymanixHE Software	50,000				14,400		35,600
TracDat Integration with SharePoint	36,000				35,964		37
DW Infrastructure Inventory System	75,000						75,000
MySite Help System	20,000				420	5,946	13,635
Unified Communications System	50,000				28,928		21,072
IT Contingency	361,855				31,800	32,800	297,255
SOCCCD IT Basic Aid Projects (2013)	612,855			-	126,511	38,746	447,599
SOCCCD IT Projects SC/IVC/ATEP Instruct & Student Svc (2010)	8,744,770	2,906,089	2,665,868	1,745,944	888,629	136,099	402,141
SOCCCD Master Calendar Integration (2014)	300,000					58,500	241,500
SOCCCD Matriculation SEP System (2013)	100,000				332		99,668
SOCCCD MySite Message Customization (2014)	150,000						150,000
SOCCCD MySite Security (2014)	302,000					47,280	254,720
SOCCCD New Library System (2014)	100,000					21,909	78,091
SOCCCD Online Catalog (2014)	125,000						125,000
SOCCCD Predictive Analytics (2013)	250,000				54,052		195,948
SOCCCD Student Conduct & Incident Reporting (2015)	13,060						13,060
SOCCCD Student Info Sys AR Enhancement/Electronic Refunds (2015)	600,000						600,000
SOCCCD Student Information System Enhancement (2013-2015)	4,512,000				1,047,013	1,720,024	1,744,963
SOCCCD Student Information System Upgrade-Phase I/Phase II (2006)	14,102,260	14,031,285	4,250	22,466	1,350	6,531	36,378
SOCCCD Student Success Dashboard (2014)	550,000					52,324	497,676

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
October 27, 2014**

<i>Project Description</i>	<i>Approved Amount</i>	<i>1999/10 Actual</i>	<i>2010/11 Actual</i>	<i>2011/12 Actual</i>	<i>2012/13 Actual</i>	<i>2013/14 Actual</i>	<i>Balance Remaining for 2014/15</i>
SOCCCD Support Multiple Prerequisites (2015)	302,400						302,400
SOCCCD Technology Needs 2007/08 (2008)	8,036,477	6,680,995	923,579	392,177	28,547	2,020	9,159
SOCCCD Virtual Desktop (2014)	50,000					13,050	36,950
SOCCCD Waitlist Modification (2014)	250,000					249,920	81
SOCCCD Wireless Coverage Expansion (2015)	738,000						738,000
<b>IT PROJECTS TOTAL</b>	<b>68,863,251</b>	<b>23,618,369</b>	<b>3,593,697</b>	<b>2,799,541</b>	<b>3,976,974</b>	<b>9,718,309</b>	<b>25,156,361</b>
<b>OTHER ALLOCATIONS</b>							
IVC Debt Retirement - Energy Loans (2014)	2,316,647					2,316,647	-
SOCCCD Design/Build Specialty Consultant (2013)	525,000			13,300	91,725		419,975
SOCCCD Dist Union Offices (2014)	100,000						100,000
SOCCCD District-wide Mapping (2015)	400,000						400,000
SOCCCD DSA Inspec, Engineer, and PM Svcs (2014)	350,000					145,830	204,170
SOCCCD DSA Project Close Out (2013)	340,000				12,256	14,334	313,409
SOCCCD Facilities Software System (2013)	1,129,000				309,248	65,550	754,202
SOCCCD FPP, IPP, 5 Year Plans (2013)	210,000					3,040	206,960
SOCCCD Insurance Deductibles (2014)	200,000					100,000	100,000
SOCCCD Lease/Leaseback Consultant (2013)	425,000				8,531	9,265	407,204
SOCCCD Legislative Advocacy Services - Basic Aid (2004 - present)	585,000	149,494		117,900	100,578	110,074	106,953
SOCCCD Legal Counsel Facility Related Issues (2013)	900,000				35,073	2,804	862,123
SOCCCD Pre-Planning and Investigation (2015)	200,000						200,000
SOCCCD Trustee Election/General Election Expense (2004 - present)	2,598,988	981,697	417,291	-	354,083	-	845,917
SOCCCD Retiree Benefits (2001 - present)	60,027,683	27,417,938	8,000,000	2,600,000	18,489,745	3,520,000	-
<b>OTHER ALLOCATIONS TOTAL</b>	<b>70,307,318</b>	<b>28,549,129</b>	<b>8,417,291</b>	<b>2,731,200</b>	<b>19,401,240</b>	<b>6,287,545</b>	<b>4,920,913</b>
<b>BASIC AID PROJECT TOTALS</b>	<b>552,605,100</b>	<b>229,652,287</b>	<b>24,565,423</b>	<b>15,040,767</b>	<b>27,810,106</b>	<b>37,475,247</b>	<b>218,061,270</b>
Commitments		349,516,741	41,176,493	(9,951,045)	70,406,108	54,193,413	47,263,390
Cumulative Commitments		349,516,741	390,693,234	380,742,189	451,148,297	505,341,710	552,605,100
Receipts		355,217,605	38,737,963	39,301,044	46,888,399	43,788,270	41,457,317
Cumulative Receipts		355,217,605	393,955,568	433,256,612	480,145,011	523,933,281	565,390,598
Cumulative Expenses		229,652,287	254,217,711	269,258,477	297,068,583	334,543,830	552,605,100
Uncommitted Basic Aid Funds		125,565,318	139,737,857	163,998,135	183,076,428	189,389,451	12,785,498
<b>Change from September 2014 Report:</b>							<b>Receipts Change</b>
<b>Total Change from September 2014 Report</b>	-	-	-	-	-	-	<b>Allocation Change</b>

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Facilities Plan Status Report  
**ACTION:** Information

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**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  
October 27, 2014

**SADDLEBACK COLLEGE**

**1. SCIENCES BUILDING**

	Original	Revision	Total
Project Budget:	\$52,234,000	\$8,308,000	\$67,358,000
State Match:	\$36,564,000	(\$36,564,000)	-
Basic Aid Allocation:	\$3,867,000	\$63,491,000	\$67,358,000

Budget Narrative: Budget reflects Board agenda action on 8/26/08, 10/27/08, 4/27/09, 6/22/09, 5/24/10, 2/28/2011 and 8/24/2012. On February 28, 2011, the Board reassigned \$14,789,346 from other Saddleback College projects and applied \$29,000,000 from basic aid dollars to partially fund the Sciences building after three years running with no state funding. On August 27, 2012, the Board approved \$11,179,000 to fund the remainder of the project budget. In August, the state chancellor's office has escalated the project budget to \$59,050,000 resulting in the unassigned amount of \$215,000. On October 28, 2013, the Board approved reassignment of funds from existing encumbered funding from the ATAS renovation project for an amount of \$8,523,000 for a new project budget equaling \$67,358,000.

Status: *Pile anomalies resulted in schedule delays. Contractor is working toward recovery and this delay is not expected to impact projected occupancy. Temporary chillers are supplying campus cooling while central plant work is in progress.*

In Progress: Structural steel fabrication continues. *Final testing and reporting for piles is underway. Review of building mock underway. Retaining wall installation continues. Bridge abutment construction is underway. Central Plant piping of new systems is underway. The Furniture, Fixture & Equipment (FF&E) committee is reviewing furniture options.*

Recently Completed: *DSA approved pile anomaly fixes and work is complete. Central Plant canopy is complete. Pile drilling, construction and remediation are complete.*

Focus: Retaining wall construction. Central Plant cut over of new equipment. Review of work sequencing, procurement, submittals, and subcontractor lean planning coordination meetings. *Backfill and compaction adjacent to the retaining walls.*

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

## 2. SITE IMPROVEMENTS

	Original	Revision	Total
Project Budget:	\$11,697,000	\$1,883,000	\$13,580,000
State Match:	-	-	-
Basic Aid Allocation:	\$3,442,000	\$10,138,000	\$13,580,000

Budget Narrative: Budget reflects Board agenda action on 3/24/08. Several previously budgeted projects are integrated into a single project budget: Upper Quad (2008 - \$1M) incorporated into work scope with isolated budget, Loop Road (2008 - \$3,442,000), Storm Drain Repairs (2013 - \$1,500,000) and Storm Drain, Parking, Practice Fields (2014 - \$7,638,000) for a total project budget of \$13,580,000.

Status: The Criteria Architect presented probable cost based on defined in program-level scope on August 25<sup>th</sup>. As expected, the cost for the defined scope is beyond the budget.

In Progress: Review meetings with stakeholder group to determine the best course of action for the project. *Project is on hold while college considers approach with recommendation for moving forward.*

Recently Completed: Presentation of probable cost by Criteria Architect.

Focus: Work with stakeholders and Criteria Architect to address the project scope relative to the allowable budget.

Project Start: Phase I-Feb 2010	Scheduled Finish: June 2016
Projected Finish: On Hold	DSA Close Out: On Hold

## 3. TECHNOLOGY AND APPLIED SCIENCE (TAS) RENOVATION PROJECT

	Original	Revision	Total
Project Budget:	\$8,755,055	\$8,679,945	\$17,435,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,956,000	\$15,479,000	\$17,435,000

Budget Narrative: Budget reflects Board agenda action on 2/28/11, 8/27/2012, 10/25/2013, and 6/23/2014. The original basic aid assignment of \$1,956,000 met design costs. The scope was revised to include both the North and South wing with a new budget estimated at \$14,733,000. On August 27, 2012, the Board approved \$12,777,000 to fully fund the project budget. On October 25, 2013, the Board approved reassignment of funds for an amount of \$8,523,000 for the Saddleback College Sciences Building project for a reduced budget equaling \$6,210,000. On June 23, 2014 the Board approved restored funding of \$8,523,000 and an additional \$2,702,000 to fully fund the project.

Status: DSA has provided review comments, and architect is revising drawings to resubmit. Construction start anticipated April 2016 after completion of the TAS Auto Tech Swing Space project.

In Progress: Responses to DSA review comments for resubmission.

Recently Completed: 100% CD milestone approval

Focus: Resubmission to DSA for final approval. Construction start anticipated April 2016 upon completion of the TAS Auto Tech Swing Space project.

Project Start: September 2011	Scheduled Finish: March 2015
Projected Finish: April 2017	DSA Close Out: Pending

#### **4. TECHNOLOGY AND APPLIED SCIENCE (TAS) SWING SPACE PROJECT**

	Original	Revision	Total
Project Budget:	\$5,807,000	\$4,443,000	\$10,250,000
State Match:	-	-	-
Basic Aid Allocation:	\$5,807,000	\$4,443,000	\$10,250,000

Budget Narrative: Budget reflects Board agenda action on 8/27/2012, 6/17/13 and 6/23/2014. On August 27, 2012, the Board approved \$5,807,000 to fund the original project budget. On June 17, 2013, and June 23, 2014 the Board approved additional funding of \$3,714,000 and \$729,000 respectively.

Status: Construction documents in DSA review

In Progress: DSA review of construction documents.

Recently Completed: Initial DSA review comments

Focus: Respond to DSA comments and resubmit drawings to DSA once received.

Project Start: May 2012	Scheduled Finish: December 2014
Projected Finish: January 2016	DSA Close Out: Pending

#### **5. FINE ARTS HVAC UPGRADES AND INTERIOR RENOVATION PROJECT**

	Original	Revision	Total
Project Budget:	\$1,000,000	\$3,950,000	\$4,950,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,000,000	\$3,950,000	\$4,950,000

Budget Narrative: Budget reflects Board agenda action on 5/21/2012 and 6/17/13. On May 21, 2012, the Board approved \$1,000,000 to fund the original project budget. On June 17, 2013, the Board approved additional funding of \$3,950,000.

Status: 50% Construction Document phase completed. *Comments received by Fine Arts Department are under consideration.*

In Progress: 100% Construction Documents are in progress. *Request for Proposals (RFP) for selection of contractor in process.*

Recently Completed: 50% Construction Documents.

Focus: Complete Construction Documents for submission to DSA in October, 2014

Project Start: July 2012	Scheduled Finish: September 2015
Projected Finish: September 2015	DSA Close Out: Pending

## 6. ATHLETICS STADIUM PROJECT

	Original	Revision	Total
Project Budget:	\$18,800,000	-	\$18,800,000
State Match:	-	-	-
Basic Aid Allocation:	\$950,000	-	\$950,000
Unallocated Amount:	\$17,850,000		\$17,850,000

Budget Narrative: Budget reflects Board action on 6/23/2014.

Status: President Burnett's designated committee members *developed Project programming.*

In Progress: *Three Criteria Architect responses to the RFP were received and are being reviewed by the designated committee members.*

Recently Completed: *Issuance of RFP to Architectural Services pool for Criteria Architect.*

Focus: Begin project programming. Additional project progress will occur after funding is assigned.

Project Start: July 2014	Scheduled Finish: Pending
Projected Finish: Pending	DSA Close Out: Pending

## 7. GATEWAY PROJECT

	Original	Revision	Total
Project Budget:	\$42,867,000	\$1,612,000	\$44,479,000

<b>Anticipated</b> State Match:	\$30,053,000	\$1,129,000	\$31,182,000
Basic Aid Allocation:	\$1,545,115	\$(655,115)	\$890,000
Unallocated Amount:	\$41,321,885		\$43,589,000

Budget Narrative: Budget reflects Board action on 6/17/2013 and 6/23/2014.

Status: The State will not be including an education facilities bond on the November ballot.

In Progress: The project is awaiting funding.

Recently Completed: On Hold.

Focus: On Hold.

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

## 8. PHOTO RADIO TELEVISION RENOVATION PROJECT

	Original	Revision	Total
Project Budget:	\$2,622,000	\$0	\$2,622,000
State Match:	\$0	\$0	\$0
Basic Aid Allocation:	\$2,622,000	\$0	\$2,622,000

Budget Narrative: Budget reflects Board action on 8/27/2012.

Status: Construction is underway and *approximately 45 days behind schedule due to the HVAC subcontractor replacement.*

In Progress: Doors and window frames are being installed; electrical rough-in is underway; *equipment pads at the roof, tape and finish drywall, T-Bar suspension system, HVAC ducting and VAV boxes are underway;*

Recently Completed: The Board approved replacing the HVAC contractor. Interior walls and ceiling framing; electrical rough in at penthouses *is completed.* Fencing installation at exterior HVAC units, drywall installation at new stud walls, HVAC equipment foundation and pad installation *are complete.*

Focus: *Review of* submittal and RFI processes *to* assure timely turnarounds.

Project Start: January 2012	Scheduled Finish: <i>December 2014</i>
Projected Finish: November 2014	DSA Close Out: Pending



## IRVINE VALLEY COLLEGE

### 1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

	Original	Revision	Total
Project Budget:	\$16,304,000	\$17,309,000	\$33,613,000
State Match:	\$14,472,000	-	\$14,472,000
Basic Aid Allocation:	\$1,832,000	\$17,309,000	\$19,141,000

Budget Narrative: Budget reflects Board agenda action on 4/30/2001, 10/28/2002, 1/20/2004, 2/23/2004, 12/13/2004, and 1/31/2006. Budget also reflects reporting as shown on State Chancellor's Office FUSION report fiscal year 03-04 and 07-08.

Status: The final Notice of Completion was filed on September 24, 2007.

In Progress: Six change orders remain in "Pending" status and must be closed to arrive at DSA close out.

Recently Completed: *Letter forwarded to DSA requesting assistance with architectural firm's reluctance to take necessary steps toward close out.*

Focus: Change order close-out. DSA Close-Out Consultant is engaged to work with the architect to complete this effort.

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

### 2. LIFE SCIENCES PROJECT

	Original	Revisions	Total
Project Budget:	\$24,861,000	(\$4,371,000)	\$20,490,000
State Match:	\$17,393,000	(\$3,825,000)	\$13,568,000
Basic Aid Allocation:	\$1,113,000	\$1,780,000	\$13,490,000

Budget Narrative: Budget reflects Board agenda action on 6/22/2004, 5/23/2005, 3/24/2008, 4/27/2009, 5/24/2010 and 6/17/2013. The original project budget totaled \$24,861,000. The project budget was reduced to \$20,490,000 when a lower-than-estimated bid was received and the state reduced their match to \$13,568,000. When the state indicated they may not have funds for their match, the Board allocated a portion of the state's short fall using basic aid funding for a funded total of \$17,410,000. The state has reimbursed the district \$13,568,000 resulting in no need for additional basic aid funding. \$5,700,000 of the state reimbursement has been returned to basic aid project funds.

Status: Surety legal counsel is developing claim.

In Progress: Warranty corrections and surety negotiations.

Recently Completed: Initial mediation set for September 26, 2014 *was held with no resolution.*

Focus: Negotiations between Surety and District to resolve added costs of schedule delay.

Project Start: December 2008	Scheduled Finish: July 2012
Projected Finish: February 28, 2014	DSA Close Out: May 8, 2014

### 3. BARRANCA ENTRANCE

	Original	Revision	Total
Project Budget:	\$2,850,000	-	\$2,850,000
State Match:	-	-	-
Basic Aid Allocation:	\$2,850,000	-	\$2,850,000

Budget Narrative: Budget reflects Board agenda action on 4/27/2009. The current basic aid assignment of \$2,850,000 is considered sufficient to meet project costs.

Status: Construction documents are at the City of Irvine for final back-check approval.

In Progress: Legal review and negotiation with the City of Irvine *and Southern California Edison* for required Easement Deed and Agreements.

Recently Completed: *Receipt of easement documents from Southern California Edison Title Group.*

Focus: Conclude agency negotiations and prepare documents to bid. Southern California Edison to prepare 3<sup>rd</sup> and final easement needed for project.

Project Start: March 2010	Scheduled Finish: Summer/Fall 2015
Projected Finish: Early 2016	DSA Close Out: Pending

### 4. A400 RENOVATION AND EXPANSION PROJECT

	Original	Revision	Total
Project Budget:	\$3,004,051	\$10,008,949	\$13,013,000
State Match:	-	-	-
Basic Aid Allocation:	\$1,000,000	\$12,013,000	\$13,013,000

Budget Narrative: Budget reflects Board agenda action on 2/28/2011, 8/27/2012 and 6/17/2013. On 8/27/2012, the Board approved \$10,463,000 additional to fund the project budget. Staff analyzed the budget identified in the Education and Facilities Master Plan

and determined there was no allowance for equipment. On 6/17/13 the Board approved \$1,550,000 for furniture, fixtures and equipment.

Status: *Foundation and underground utilities work progressing. Beginning discussion addressing project delay.*

In Progress: Steel Erection in process.

Recently Completed: Exterior wall and column footing.

Focus: Ensure all welding procedures in place to allow timely completion of steel and metal decking. On-going furniture, fixture and equipment selection.

Project Start: December 2012	Scheduled Finish: May 2015
Projected Finish: May 2015	DSA Close Out: Pending

## 5. FINE ARTS PROJECT

	Original	Revision	Total
Project Budget:	\$35,703,000	\$2,053,000	\$37,756,000
<b>Anticipated</b> State Match:	\$25,141,000	\$1,447,000	\$26,588,000
Basic Aid Allocation:	\$795,000	-	\$795,000
Unallocated Amount:	\$34,908,000		\$36,961,000

Budget Narrative: Budget reflects Board action on 6/23/2014.

Status: The State will not be including an education facilities bond on the November ballot.

In Progress: The project is waiting funding.

Recently Completed: On Hold.

Focus: On Hold.

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

## ATEP

### 1. ATEP DEMOLITION

	Original	Revision	Total
Project Budget:	\$7,000,000	\$6,700,000	\$13,700,000

State Match:	-	-	-
Basic Aid Allocation:	\$7,000,000	\$6,700,000	\$13,700,000

Budget Narrative: Budget reflects Board action on 4/22/2004 and 6/17/2013.

Status: Six demolition projects including the ATEP Building Foundations and Infrastructure Demolition are complete.

In Progress: *ATEP Land Exchange Demo: Obtaining Agreement, insurance and bonds from contractor.*

Recently Completed: *ATEP Land Exchange demolition contractor approved at September 2014 Board meeting. Obtained necessary approvals from Navy to move forward with construction.*

Focus: *Obtain City of Tustin sign off on contractor's insurance submittal.*

Project Start: September 2010	Scheduled Finish: March 2013
Projected Finish: On-going	DSA Close Out: N/A

## 2. ATEP - IVC FIRST BUILDING

	Original	Revision	Total
Project Budget:	\$23,000,000	-	\$23,000,000
State Match:	-	-	-
Basic Aid Allocation:	\$12,500,000	8,950,000	\$21,450,000

Budget Narrative: Budget reflects Board action on 2/28/2011 and 6/23/2014. \$12,500,000 was originally allocated to the Phase 3A project budget and transferred to the IVC ATEP First Building budget of \$12,500,000 with \$8,950,000 additional funds approved on 6/23/14.

Status: Programming meetings are wrapping up with college sign-offs underway.

In Progress: *Review building design parameters. Begin with Criteria Architect to develop Request for Proposal documents for Design-Build delivery.*

Recently Completed: *Criteria Architect agreement complete.*

Focus: *Identify components of RFP that require updating and project specific modifications.*

Project Start: July 2014	Scheduled Finish: February 2018
Projected Finish: December 2017	DSA Close Out: Pending

## DISTRICT WIDE

### 1. 20 YEAR FACILITIES, RENOVATION AND SCHEDULED MAINTENANCE FACILITIES SYSTEM

	Original	Revision	Total
Project Budget:	\$704,000	\$425,000	\$1,129,000
State Match:	-	-	-
Basic Aid Allocation:	\$704,000	\$425,000	\$1,129,000

Budget Narrative: Budget reflects Board action on 6/25/2012, 6/17/2013 and 6/23/2014.

Status: Irvine Valley College is employing the Maintenance Direct portion of the software modules.

In Progress: Develop contract for infrastructure condition assessment.

Recently Completed: Training with Planning Direct Module and Onuma graphic interface.

Focus: Upload information with State Chancellor's Office FUSION website. Perform infrastructure condition assessment.

Project Start: July 2012	Scheduled Finish: June 2013
Projected Finish: September 2014	DSA Close Out: N/A

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

#### Definitions:

Project Start:	Month Architect/Consultant(s) are brought on board for design of project
Scheduled Finish:	Assumed duration of project depending on variables, such as agency review, etc. outside District and consultant control
Projected Finish:	Identified finish at the time of the report
DSA Close Out:	The process of sending required documents to DSA to obtain project certification.

Note: When state matches are identified, the project budgets reflect the allocated state match as reported in FUSION for the latest planning year 2016-2017. (FUSION is the State Chancellor's Office database for Capital Outlay.) The word "Anticipated"

is included in project budget table when money has not yet been allocated but the amount has been identified by the state.

The “Revisions” column for the State Match category includes changes due to escalation and changes that may have occurred to the state’s percentage (i.e. going from an 80% match down to a 70% match and so on as the economy changes) from the original project approvals to current date. The “Revisions” column for the Basic Aid Allocation will show a total variation to date taking into account both increased and decreased basic aid allocations.

The Unassigned category identifies an underfunded budget.

The Budget Narrative paragraph for each project discusses the history of change to all category amounts over the life of the project.

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Monthly Financial Status Report  
**ACTION:** Information

---

**BACKGROUND**

Monthly General Fund financial reports (EXHIBIT A) are provided to the Board of Trustees to keep members regularly informed of current information and provide an alert to any significant changes in the projected year ending balance. These reports provide district-wide and college financial information.

**STATUS**

The reports display the adopted budget, revised budget and transactions through September 30, 2014 (EXHIBIT A). A review of current revenues and expenditures for FY 2014-2015 show they are in line with the budget.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
General Fund Income and Expenditure Summary  
As of September 30, 2014

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Actual Beg Bal & Receipts/ Expenditures	% Actual to Revised
<b>SOURCES OF FUNDS</b>					
BEGINNING FUND BALANCE:		\$ 44,236,531	44,236,531	44,236,531	100.00%
REVENUES:					
Federal Sources	8100-8199	\$ 4,402,878	4,447,878	128,797	2.90%
State Sources	8600-8699	25,690,086	25,765,248	5,601,548	21.74%
Local Sources	8800-8899	195,166,457	195,166,457	20,153,480	10.33%
Other Financing Sources	8900-8912			0	
Total Revenue		225,259,421	225,379,583	25,883,825	11.48%
INCOMING TRANSFERS	8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 269,495,952</b>	<b>269,616,114</b>	<b>70,120,356</b>	<b>26.01%</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 70,886,553	71,092,816	14,244,757	20.04%
Other Staff Salaries	2000-2999	46,086,852	45,845,843	7,145,866	15.59%
Employee Benefits	3000-3999	39,578,000	39,598,586	8,177,366	20.65%
Supplies & Materials	4000-4999	5,637,251	5,691,133	785,135	13.80%
Services & Other Operating	5000-5999	23,397,149	23,362,285	5,377,292	23.02%
Capital Outlay	6000-6999	11,856,016	11,969,409	684,283	5.72%
Payments to Students	7500-7699	756,776	758,687	166,864	21.99%
Total Expenditures		\$ 198,198,597	198,318,759	36,581,563	18.45%
OTHER FINANCING USES:					
Debt Service	7100-7199	0	0	0	
Inter Fund Transfers Out	7300-7399	\$ 1,197,350	1,197,350	404,000	33.74%
Basic Aid Transfers Out	7300-7399	43,861,973	43,861,973	0	0.00%
Intra Fund Transfers Out	7400-7499	0	0	0	0.00%
Total Other Uses		45,059,323	45,059,323	404,000	0.90%
<b>TOTAL USES OF FUNDS</b>		<b>243,257,920</b>	<b>243,378,082</b>	<b>36,985,563</b>	<b>15.20%</b>
<b>ENDING FUND BALANCE</b>		<b>\$ 26,238,032</b>	<b>26,238,032</b>	<b>33,134,793</b>	
<b>RESERVES</b>					
Reserve for Unrealized Tax Collections (Basic Aid)		\$ 12,785,498	12,785,498		
Reserve for Economic Uncertainties		11,452,534	11,452,534		
College Reserves for Economic Uncertainties		2,000,000	2,000,000		
<b>TOTAL RESERVES</b>		<b>\$ 26,238,032</b>	<b>26,238,032</b>		

NOTE: As of September 30, 2013 actual revenues to date were **24.51%** and actual expenditures to date were **17.36%** of the revised budget to date.



**SADDLEBACK COLLEGE**

General Fund Income and Expenditure Summary  
As of September 30, 2014

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Beg Bal & Receipts/ Expenditures	% Actual to Revised
<b>SOURCES OF FUNDS</b>					
LOCATION BEGINNING BALANCE		\$ 10,154,792	10,154,792	10,154,792	100.00%
REVENUES:					
Unrestricted Budget Allocation		\$ 86,859,848	86,859,848	7,576,240	8.72%
Restricted Budget Allocation		18,987,615	19,026,557	3,685,634	19.37%
Total Revenue		105,847,463	105,886,405	11,261,874	10.64%
INCOMING TRANSFERS	8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 116,002,255</b>	<b>116,041,197</b>	<b>21,416,666</b>	<b>18.46%</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 45,603,021	45,635,695	9,094,851	19.93%
Other Staff Salaries	2000-2999	24,053,664	23,971,326	3,636,515	15.17%
Employee Benefits	3000-3999	22,371,315	22,362,728	4,472,884	20.00%
Supplies & Materials	4000-4999	3,794,239	3,802,226	523,944	13.78%
Services & Other Operating	5000-5999	10,802,761	10,828,632	2,214,731	20.45%
Capital Outlay	6000-6999	7,540,065	7,597,489	540,889	7.12%
Payments to Students	7500-7699	487,190	493,101	91,420	18.54%
Total Expenditures		\$ 114,652,255	114,691,197	20,575,234	17.94%
OTHER FINANCING SOURCES/(USES):					
Debt Service	7100-7199	0	0	0	
Transfers Out	7300-7399	\$ 350,000	350,000	250,000	71.43%
Other Transfers	7400-7499	0	0	0	
Total Other Uses		350,000	350,000	250,000	71.43%
<b>TOTAL USES OF FUNDS</b>		<b>115,002,255</b>	<b>115,041,197</b>	<b>20,825,234</b>	<b>18.10%</b>
<b>LOCATION OPERATING BALANCE</b>		<b>\$ 1,000,000</b>	<b>1,000,000</b>	<b>591,432</b>	
<b>RESERVES</b>					
Reserve for Economic Uncertainties		\$ 1,000,000	1,000,000		

NOTE: As of September 30, 2013, actual revenues to date were **20.36%** and actual expenditures to date were **19.57%** of the revised budget to date.

**IRVINE VALLEY COLLEGE**  
General Fund Income and Expenditure Summary  
As of September 30, 2014

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Beg Bal & Receipts/ Expenditures	% Actual to Revised
<b>SOURCES OF FUNDS</b>					
LOCATION BEGINNING BALANCE		4,172,110	4,172,110	4,172,110	100.00%
REVENUES:					
Unrestricted Budget Allocation		\$ 50,657,293	50,657,293	5,722,337	11.30%
Restricted Budget Allocation		9,005,144	9,086,364	3,044,344	33.50%
Total Revenue		59,662,437	59,743,657	8,766,681	14.67%
INCOMING TRANSFERS	8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		63,834,547	63,915,767	12,938,791	20.24%
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	23,650,937	23,824,526	4,868,949	20.44%
Other Staff Salaries	2000-2999	13,942,833	13,784,162	2,227,092	16.16%
Employee Benefits	3000-3999	13,012,792	13,041,965	2,669,983	20.47%
Supplies & Materials	4000-4999	1,651,169	1,697,490	244,378	14.40%
Services & Other Operating	5000-5999	5,691,449	5,628,474	1,230,211	21.86%
Capital Outlay	6000-6999	3,968,431	4,026,214	118,496	2.94%
Payments to Students	7500-7699	269,586	265,586	75,444	28.41%
Total Expenditures		62,187,197	62,268,417	11,434,553	18.36%
OTHER FINANCING SOURCES/(USES):					
Debt Service	7100-7199	0	0	0	
Transfers Out	7300-7399	647,350	647,350	154,000	23.79%
Other Transfers	7400-7499	0	0	0	
Total Other Uses		647,350	647,350	154,000	23.79%
<b>TOTAL USES OF FUNDS</b>		62,834,547	62,915,767	11,588,553	18.42%
<b>LOCATION OPERATING BALANCE</b>		1,000,000	1,000,000	1,350,238	
<b>RESERVES</b>					
Reserve for Economic Uncertainties		1,000,000	1,000,000		

NOTE: As of September 30, 2013, actual revenues to date were **17.64%** and actual expenditures to date were **18.92%** of the revised budget to date.

**TO:** Board of Trustees

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

**RE:** SOCCCD: Retiree (OPEB) Trust Fund

**ACTION:** Information

---

### **BACKGROUND**

In April 2008 the SOCCCD Board of Trustees authorized the establishment of an irrevocable trust to comply with GASB No. 43 (Financial Reporting for Postemployment Benefit Plans Other Than Pensions) and GASB No. 45 (Accounting and Financial Reporting by Employers for Postemployment Benefits other than Pensions). The trust was established with the Benefit Trust Company and is administered through the Futuris Public Entity Trust Program.

### **STATUS**

This report is for the period ending September 30, 2014 (EXHIBIT A). The portfolio is comprised of 49.9% Fixed Funds (Bonds) and 50.1% Common Stocks (Domestic and International). The portfolio's performance decreased 2.51% in the month of September, 2014, ending with a fair market value of \$94,002,753. Since inception, the trust has earned a 6.15% annualized return which is consistent with the market.

October 7, 2014

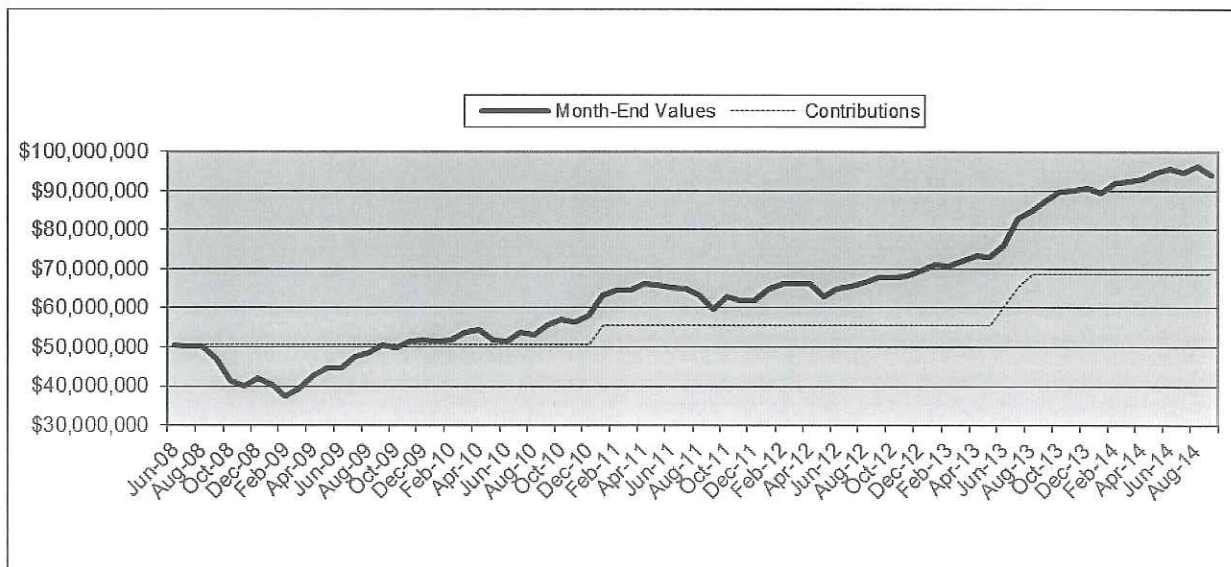
South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

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

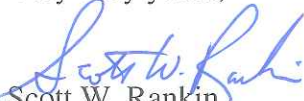
With a fair market value on September 30th of \$94,002,752.90 your portfolio's performance was down -2.51% for the month and up 6.15% on an annualized basis since the June 24<sup>th</sup>, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of bond funds (49.9%), and common stock funds (50.1%). It was designed to be invested over a long time frame. Deposits included the initial contribution of \$50,791,103 in June 2008, and additional contributions of \$4,618,708 on January 10, 2011, \$5,000,000 on June 17, 2013, \$5,000,000 on July 31, 2013 and \$3,389,912.76 on August 20, 2013 for a total of \$68,799,723.76. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>September 2014</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	-2.51%	3.66%	6.15% annualized return
S&P 500	-1.40%	8.33%	9.54% (Domestic Stocks)
MSCI EAFE	-3.84%	-1.38%	1.93% (International stocks)
Barclays Aggregate	-0.68%	4.09%	4.88% (Domestic Bonds)
Barclays Global	-2.79%	1.66%	3.57% (Global Bonds)



Very truly yours,

  
Scott W. Rankin  
Senior Vice President

## Benefit Trust - Retiree (OPEB) Trust

EXHIBIT A  
Page 2 of 2

Month - Year	Contributions	Contribution Balance	Month-End Investment Values
June-08	\$ 50,791,103	\$ 50,791,103	\$ 50,589,708
June-09	\$ -	\$ 50,791,103	\$ 44,706,214
June-10	\$ -	\$ 50,791,103	\$ 51,342,419
June-11	\$ 4,618,708	\$ 55,409,811	\$ 65,060,898
June-12	\$ -	\$ 55,409,811	\$ 64,788,984
July-12	\$ -	\$ 55,409,811	\$ 65,563,930
August-12	\$ -	\$ 55,409,811	\$ 66,464,346
September-12	\$ -	\$ 55,409,811	\$ 67,752,206
October-12	\$ -	\$ 55,409,811	\$ 67,885,330
November-12	\$ -	\$ 55,409,811	\$ 68,138,640
December-12	\$ -	\$ 55,409,811	\$ 69,357,729
January-13	\$ -	\$ 55,409,811	\$ 70,991,112
February-13	\$ -	\$ 55,409,811	\$ 70,937,479
March-13	\$ -	\$ 55,409,811	\$ 71,945,351
April-13	\$ -	\$ 55,409,811	\$ 73,452,895
May-13	\$ -	\$ 55,409,811	\$ 72,940,697
June-13	\$ 5,000,000	\$ 60,409,811	\$ 76,038,439
July-13	\$ 5,000,000	\$ 65,409,811	\$ 82,877,790
August-13	\$ 3,389,913	\$ 68,799,724	\$ 84,697,024
September-13	\$ -	\$ 68,799,724	\$ 87,424,231
October-13	\$ -	\$ 68,799,724	\$ 89,609,089
November-13	\$ -	\$ 68,799,724	\$ 89,951,634
December-13	\$ -	\$ 68,799,724	\$ 90,697,726
January-14	\$ -	\$ 68,799,724	\$ 89,457,863
February-14	\$ -	\$ 68,799,724	\$ 92,015,106
March-14	\$ -	\$ 68,799,724	\$ 92,418,028
April-14	\$ -	\$ 68,799,724	\$ 93,035,180
May-14	\$ -	\$ 68,799,724	\$ 94,606,053
June-14	\$ -	\$ 68,799,724	\$ 95,689,395
July-14	\$ -	\$ 68,799,724	\$ 94,769,733
August-14	\$ -	\$ 68,799,724	\$ 96,479,698
September-14	\$ -	\$ 68,799,724	\$ 94,002,753
	<b>\$ 68,799,724</b>		

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Quarterly Financial Status Report  
**ACTION:** Information

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**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 September 30, 2014 for FY 2014-2015, is attached (EXHIBIT A) for the Board of Trustees' information and review.

**CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE**

**Quarterly Financial Status Report, CCFS-31 IQ  
VIEW QUARTERLY DATA**

**CHANGE THE PERIOD** ▼

**Fiscal Year: 2014-2015**

**Quarter Ended: (Q1) Sep 30, 2014**

**District: (890) SOUTH ORANGE**

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2011-12	Actual 2012-13	Actual 2013-14	Projected 2014-2015
Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	178,949,792	192,456,241	196,304,963	197,246,069
A.2	Other Financing Sources (Object 8900)	0	3,877	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	178,949,792	192,460,118	196,304,963	197,246,069
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	138,718,862	148,087,433	147,552,068	163,371,542
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	40,871,237	37,873,228	39,024,983	44,929,323
B.3	Total Unrestricted Expenditures (B.1 + B.2)	179,590,099	185,960,661	186,577,051	208,300,865
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-640,307	6,499,457	9,727,912	-11,054,796
D.	Fund Balance, Beginning	21,735,766	21,095,459	27,594,916	37,322,828
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	21,735,766	21,095,459	27,594,916	37,322,828
E.	Fund Balance, Ending (C. + D.2)	21,095,459	27,594,916	37,322,828	26,268,032
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	11.7%	14.8%	20%	12.6%

**II. Annualized Attendance FTES:**

G.1	Annualized FTES (excluding apprentice and non-resident)	27,828	27,803	24,960	24,960
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**III. Total General Fund Cash Balance (Unrestricted and Restricted)**

		As of the specified quarter ended for each fiscal year			
		2011-12	2012-13	2013-14	2014-2015
H.1	Cash, excluding borrowed funds		5,373,346	11,188,104	20,583,762
H.2	Cash, borrowed funds only		0	0	0
H.3	<b>Total Cash (H.1+ H.2)</b>	24,575,572	5,373,346	11,188,104	20,583,762

**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.	<b>Revenues:</b>				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	197,246,069	197,246,069	19,142,579	9.7%
I.2	Other Financing Sources (Object 8900)	0	0	0	
I.3	<b>Total Unrestricted Revenue (I.1 + I.2)</b>	197,246,069	197,246,069	19,142,579	9.7%
J.	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	163,371,542	163,371,542	32,727,419	20%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	44,959,323	44,929,323	404,000	0.9%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	208,330,865	208,300,865	33,131,419	15.9%
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	-11,084,796	-11,054,796	-13,988,840	
L	Adjusted Fund Balance, Beginning	37,322,828	37,322,828	37,322,828	
L.1	<b>Fund Balance, Ending (C. + L.2)</b>	26,238,032	26,268,032	23,333,988	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	12.6%	12.6%		

**V. Has the district settled any employee contracts during this quarter? NO**

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

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
<b>a. SALARIES:</b>								
Year 1:								
Year 2:								
Year 3:								
<b>b. BENEFITS:</b>								
Year 1:								
Year 2:								
Year 3:								

\* As specified in Collective Bargaining Agreement or other Employment Contract

**c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.**



**VI. Did the district have significant events for the quarter (Include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?** **NO**

**If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)**

**VII. Does the district have significant fiscal problems that must be addressed?** **This year? NO**  
**Next year? NO**

**If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)**

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CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q

CERTIFY QUARTERLY DATA

CHANGE THE PERIOD ▼

Fiscal Year: 2014-2015

Quarter Ended: (Q1) Sep 30, 2014

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:

Dr. Debra L. Fitzsimons, Vice Char

CBO Phone:

Use format 999-555-1212

949-582-4665

CBO Signature:

Date Signed:

Chief Executive Officer Name:

Gary L. Poertner, Chancellor

CEO Signature:

Date Signed:

Electronic Cert Date:

District Contact Person

Name:

Kim McCord

Title:

Exec. Dir., Fiscal Services/Comptrol

Telephone:

Use format 999-555-1212

949-582-4661

Fax:

Use format 999-555-1212

949-347-0390

E-Mail:

krmccord@socccd.edu

**Certify This Quarter**

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California Community Colleges, Chancellor's Office  
Fiscal Services Unit  
1102 Q Street, Suite 4554  
Sacramento, California 95814-6511

Send questions to:  
Christine Atalig (916)327-5772 [atalig@cccco.edu](mailto:atalig@cccco.edu) or Tracy Britten (916)323-6899 [tbritten@cccco.edu](mailto:tbritten@cccco.edu)

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

**FROM:** Glenn R. Roquemore, PhD, President

**DATE:** October 16, 2014

**SUBJECT: President's Report for the October 27, 2014 Board of Trustees Meeting**

### **IVC Welcomes Dan St. Marseille**

On September 20, Irvine Valley College officially welcomed Mr. Dan St. Marseille as a new faculty member and Music Director of the IVC Jazz Ensemble. St. Marseille, a jazz saxophonist/clarinetist and recording artist, plays in the tradition of all the jazz legends and has won praise from jazz critics worldwide. St. Marseille is also a Yamaha Performing Artist and Clinician, a D'Addario Woodwind Performing Artist and has presented workshops at major colleges and universities and maintains a regular teaching studio in Southern California. In addition, St. Marseille was recently appointed the Director of the Contemporary Music Conservatory at the Orange County School of the Arts (OCSA), is on the faculty of the Idyllwild Arts Jazz Workshop, and is the saxophone professor at Cal Baptist University. He holds a B.M. in Clarinet Performance from Chapman University, and a M.M. in Saxophone Performance with Jazz Studies Emphasis from California State University Fullerton.

### **IVC Hosts British Debate Team**

On Monday, September 29, 2014, the British National Debate Team came to IVC. The debate began at 7:00 p.m. in the Performing Arts Center. The topic for the evening was: Obama's combat coalition against ISIL is misguided. This is the thirteenth series in which IVC has hosted an international showcase. This year, the British Debate Team included two women. This is the first time that women have been selected to compete on the British national team since 1928. The IVC team was represented by team captains, Sarah Beydoun and Ayden Loeffler. IVC coaches included: Speech and Forensics Instructor Edwin Tionson, Jules French, Bill Neesen, Willie Washington, Scott Tuggle, Jay Arntson, Kayla Graney, Jen Page and alumni judging help from Kelly Kehoe and Jason Hong.

### **IVC Music Student Honored**

Congratulations to IVC music major Sina Karachiani who earned a 2014 First Prize Award at the Music Association of CA Community Colleges (MACCC) State Composition contest. Karachiani won with his work Sonata for Contrabass and Piano, 1st Movement. Karachiani is a student of Dr. Daniel Luzko.

### **IVC Marks Banned Books Week**

On Wednesday, September 24, more than twenty-five faculty, students, staff and administrators joined in reading works from banned books as part of Banned Books Week, held September 21-27. The event, hosted by IVC Departments of English and Library Services, celebrated the work of Ray Bradbury and other banned authors.

### **Steel Framing Begins on A400 Construction**

On September 23, the steel framing began on the construction of IVC's new A400 building. Swinerton Builders and architectural team DLR are leading the construction of this new home to 27,000 square feet of classroom, laboratory and office space at IVC. The original IVC A400 building was demolished on June 23, 2014.

### **IVC Participates in the Great California ShakeOut**

On October 16, IVC participated in the Great California ShakeOut drill. At 10:16 a.m., students, faculty and staff practiced the "drop, cover and hold on" method for protecting themselves in the event of an earthquake.

### **IVC Hosts the Team Orange County Solar Decathlon Ceremony**

On October 24, Irvine Valley College hosted the Solar Decathlon Groundbreaking ceremony. Guests from IVC, Saddleback, University of California, Irvine and Chapman University were present to mark the official groundbreaking before building begins on the Team Orange County Solar Decathlon house. City officials from the cities of Irvine, Mission Viejo, Tustin and Orange were present at the event to support the efforts of all schools involved.

### **Frankenstein**

The IVC Theatre department will showcase its adaptation of Mary Shelley's *Frankenstein*, created by a former IVC student. Performances begin October 30 and continue through November 9.

### **IVC's First Mega Outreach Day is Successful**

On October 1, faculty, staff and administrators participated in the first-ever Mega Outreach Event to visit local businesses and remind these businesses about IVC and all the campus has to offer. Those who could not participate on that day visited businesses during the week of September 29 through October 3. Participants collectively visited 426 businesses in support of the Mega Outreach efforts.



## SADDLEBACK COLLEGE

28000 Marguerite Parkway • Mission Viejo, CA 92692  
949.582.4500 • [www.saddleback.edu](http://www.saddleback.edu)

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

**FROM:** Dr. Tod A. Burnett, President

**SUBJECT:** Report for October 27, 2014 Board of Trustees Meeting

President Burnett hosted his sixth annual State of the College Breakfast on Wednesday, October 1<sup>st</sup>, where he welcomed over 150 guests, including including Assemblywoman Diane Harkey, Orange County Department of Education Superintendent Al Mijares, City of Mission Viejo Mayor Patricia Kelley and Council Member Rhonda Riordan, City of Dana Point Council Member Bill Brough, City of San Clemente Council Member Lori Donchak, South Orange County Community College District Board of Trustees Nancy Padberg, Marcia Milchiker, Tim Jemal, and Dr. Jim Wright, Chancellor Gary Poertner, Long Beach City College Board of Trustees President Jeff Kellogg, and representatives from the offices of Congressman Darrell Issa and State Senator Mimi Walters. Speakers included Assemblywoman Harkey, Anthony Ferry, Saddleback's Alumnus of the Year, and Professors Rebecca Knapp and Scott Frederickson, who provided an overview of Saddleback's business and entrepreneurship programs as well as the Orange County Social Entrepreneurship Competition.

Thank you to the many college and district personnel whose outstanding efforts were greatly appreciated during the water main break experienced at Saddleback College on October 7<sup>th</sup>. Due to the immediate response by several employees, the urgent situation was professionally handled with the utmost of care and concern. Our facilities, maintenance, and operations department led by Mike James and Louis Sessler wisely put in to place back-up strategies to restore water to most of our campus while the issue continued to be resolved campus-wide. Also thank you to chief of campus police Chris Wilkinson, deputy chief of campus police Pat Higa, marketing director Jennie McCue, acting vice president of instruction Kevin O'Connor, acting vice president of student services Jerilyn Chuman, acting vice president of administrative services Roxanne Metz, director of student health center Jeanne Harris-Caldwell, office of the president manager Sophie Miller, academic senate president Dan Walsh, and vice chancellor of business services Debra Fitzsimons, who all worked diligently to ensure that we responded appropriately to the situation. In addition, we greatly appreciate the active engagement and assistance of the faculty association under president Claire Cesareo and CSEA under president Scott Ferguson-Greene and chief union steward Jan Mastrangelo. There were many more staff, faculty, and management that shined during this emergency, and above all, thank you to our students, faculty, staff, and management for their understanding, patience, and support during this emergency. We appreciate the outpouring of positive comments and recognition we received from numerous faculty, staff, and management for the great work of our college in handling this emergency.

President Burnett attended the National Association for Community College Entrepreneurship in Phoenix with Acting Dean of Business Science and Economic and Workforce Development Anthony Teng and several business faculty. During the conference, Dr. Burnett met with Virginia Hamilton, regional administrator of the Department of Labor, to discuss the college's Trade Adjustment Assistance

Community College and Career Training (TAACCCT) grant funding. He also attended an Accrediting Commission for Community and Junior Colleges workshop on October 15<sup>th</sup> at Mira Costa College.

The Homecoming football game was on Saturday, October 25<sup>th</sup> against Orange Coast College. The President's Club event held before the game celebrated former players who were inducted into the California Community Colleges Football Coaches Hall of Fame: George Hartman, Jim Poettgen, and Dick Stuetz.

Free seasonal flu shots for adults and children three years of age and older were offered at Saddleback College as part of a continuing series of emergency preparedness exercises offered by the Orange County Health Care Agency. Vaccinations were provided on a first-come first-served basis on Friday, October 10<sup>th</sup> from 11:30 am to 1:30 pm in Parking Lot 1A located near the Avery Parkway entrance of the campus. The event would not be possible without community partnerships, including: the Orange County Health Care Agency, City of Mission Viejo, Orange County Sheriff's Department, Orange County Fire Authority, Doctor's Ambulance Service, Orange County Health Care Agency – Medical Reserve Corps, Saddleback College Police Department, SC Health Center and SC nursing students and Orange County Health Care Agency – Stanbridge College.

#### **Office of Instruction**

Fine Arts - Joey Sellers' jazz lab ensemble performed on October 6<sup>th</sup> in the McKinney Theatre. A busy performance weekend on October 10-12<sup>th</sup> included October Winds on October 10<sup>th</sup>, a free master class with violinist Haroutune Bedelian took place on October 11<sup>th</sup> in FA 101. Also on October 11<sup>th</sup>, the Symphony Orchestra performed and An English Garden choir performance happened on the 12<sup>th</sup>. On October 16<sup>th</sup> a free concert as a part of our Concert Hour series featured classical trumpeter Tim Hall and Saddleback Faculty performing the Music of Eric Ewazen. On October 17<sup>th</sup>-26<sup>th</sup> the Department of Theatre Arts presented a production of *The 25<sup>th</sup> Annual Putnam County Spelling Bee* in the Studio Theatre and the Saddleback Big Band performed in the McKinney Theatre on October 17<sup>th</sup>. On October 19<sup>th</sup>, the Reflections of the Ocean Classical Keyboard Series presented a piano recital by Vladimir Khomyakov in the McKinney Theatre. On October 27<sup>th</sup> Jazz Studies presented Quarteto Nuevo in the Studio Theatre. And to round out the October events, the Saddleback Art Gallery presented a Student Photography Exhibit on October 29<sup>th</sup> through November 20<sup>th</sup> in the Saddleback College Art Gallery.