



## Meeting of the Board of Trustees

April 27, 2015

### **CALL TO ORDER: 5:30 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).)**

###### **A. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (1 matter)**

##### **1.4 Conference with Labor Negotiators (GC Section 54957.6)**

###### **A. SOCCCD Faculty Association Agency Designated Negotiator: David P. Bugay, Ph.D.**

##### **1.5 Conference with Legal Counsel (GC Section 54956.9) (1 case)**

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

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

#### **2.0 PROCEDURAL MATTERS**

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

##### **2.2 Invocation**

Led by Trustee Tim Jemal

##### **2.3 Pledge of Allegiance**

Led by Trustee Dave Lang

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

A. Resolutions:

1. Keefe Carrillo, Student Trustee
2. Saddleback College Men's Basketball Team
3. Classified Employees Week
4. Sanjai Gupta, Professor of the Year, Irvine Valley College
5. Jack Appleman, Associate Professor of the Year, Irvine Valley College
6. Cecilia Kim, Emeritus Professor of the Year, Irvine Valley College
7. Karah Street, Professor of the Year, Saddleback College
8. Bob Mathews, Associate Professor of the Year, Saddleback College
9. Gerald Binder, Emeritus Professor of the Year, Saddleback College

B. Commendations:

1. Saddleback College President Tod Burnett will commend journalism students for having received a first place award in a national competition for their work in the WALL Literary Journal.

2.5 **Public Comments**

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

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, Irvine Valley College: Service Area Conflicts between Colleges**

Report being presented as result of the Trustee Listening Sessions held at the

colleges on April 30, 2014. A presentation on the service area conflicts between the colleges will be provided by the college presidents.

4.2 **SOCCCD: BP 4011.1 Process for Hiring Faculty**

Report being presented as a result of the Trustee Listening Sessions held at the colleges on April 30, 2014. A presentation on the hiring and employment process for full-time faculty will be provided by the Vice Chancellor, Human Resources & Employer/Employee Relations.

**5.0 CONSENT CALENDAR ITEMS**

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

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

Approve minutes of a Regular Meeting held on March 30, 2015.

5.2 **Saddleback College: Transfer Degrees for the 2015/16 Academic Year**

Approve the proposed changes in curriculum to new Transfer degrees.

5.3 **Saddleback College: Curriculum Revisions for the 2015-16 Academic Year**

Approve the proposed curriculum changes for the 2015-16 academic year.

5.4 **SOCCCD: Saddleback College, Site Improvements, Design-Build Criteria and Programming Architectural Services Agreement, Amendment No. 1, DLR Group**

Approve Amendment No. 1 with DLR Group for substitution of key individuals for the Saddleback College Site Improvements project; Andrea Cohen Gehring as Principal in Charge and Chris Ward as Project Manager. This is a no cost change and the total fee will remain \$280,000.

5.5 **SOCCCD: Saddleback College, Athletics Stadium Renovation Project, Design-Build Criteria and Programming Architectural Services Agreement, Amendment No. 1, DLR Group**

Approve Amendment No. 1 with DLR Group for substitution of key individuals for the Saddleback College Athletics Stadium Renovation project; Andrea Cohen Gehring as Principal in Charge and Chris Ward as Project Manager. This is a no cost change and the total contract amount will remain \$372,000.

5.6 **SOCCCD: Saddleback College, Advanced Technology and Applied Science (ATAS) Renovation Project, Lease/Leaseback Delivery Method**

Approve authorization to request qualifications and seek proposals for lease/leaseback delivery method for the Saddleback College, Advanced Technology and Applied Science Renovation project.

- 5.7 **Saddleback College and Irvine Valley College: Speakers**  
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.8 **Irvine Valley College: Curriculum Revisions for the 2015-2016 Academic Year**  
Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2015-2016 academic year, pursuant to Title 5, Section 53200 et seq.
- 5.9 **Irvine Valley College: Community Education, Summer 2015**  
Approve the additional courses, presenters and compensation for Summer 2015.
- 5.10 **SOCCCD: Advanced Technology and Education Park (ATEP) Land Exchange Demolition, Architectural Services Agreement, Amendment No. 4, gkkworks**  
Approve Amendment No. 4 with gkkworks for additional architectural services in the amount of \$19,810 for the ATEP Land Exchange Demolition project for a total fee of \$130,065.
- 5.11 **SOCCCD: Contract Specialist Services for HR/Finance Software Procurement, Amendment No. 1, Facilities Planning and Program Services, Inc.**  
Approve Amendment No. 1 with Facilities Planning and Program Services, Inc. for a decrease in the contract amount by \$30,000 for Contract Specialist Services for HR/Finance Software Procurement, for a revised contract total of \$88,000.
- 5.12 **SOCCCD: Budget Amendment Adopt Resolution No. 15-18 to Amend FY 2014-2015 Adopted Budget**  
Adopt resolution to amend the FY 2014-2015 Adopted Budget.
- 5.13 **SOCCCD: Gifts to the District and Foundations**  
Accept donations.
- 5.14 **SOCCCD: Payment of Bills**  
Ratify the payment of bills as listed.
- 5.15 **SOCCCD: Purchase Order/Confirming Requisitions**  
Ratify the purchase orders/confirming requisitions as listed.
- 5.16 **SOCCCD: Transfer of Budget Appropriations**  
Ratify transfer of budget appropriations as listed.
- 5.17 **SOCCCD: March 2015 Contracts**  
Ratify contracts as listed.



## **6.0 GENERAL ACTION ITEMS**

- 6.1 SOCCCD: 2016-2017 Academic Calendar**  
Approve the proposed Academic Calendar for 2016-2017.
- 6.2 SOCCCD: District-wide Air Blown Fiber, Change Order No. 2, T and D Communications, Inc.**  
Approve Board Change Order No. 2 for the District-wide Air Blown Fiber project and authorize staff to execute the corresponding change order with the contractor resulting in a \$9,798 increase in the total project cost and add 67 days to the project schedule, for a revised contract completion date of June 30, 2015, and a revised contract amount of \$693,177.
- 6.3 SOCCCD: Saddleback College, Sciences Building Project, Change Order No.1, C.W. Driver**  
Approve Board Change Order No. 1 for the Saddleback College Sciences Building project and authorize staff to execute the corresponding change order with the contractor resulting in a decrease of \$218,772 in the total project cost. The revised contract amount is \$53,625,272.
- 6.4 SOCCCD: Saddleback College Storage Area Networks (SAN) Technology Equipment, Extension of Term, NetApp, Inc**  
Approve extended use of the Master Price Agreement No. B27170 through the extended date of September 30, 2015. Estimated expenditures for the term under this agreement will not exceed \$500,000.
- 6.5 SOCCCD: Advanced Technology and Education Park (ATEP), IVC First Building Project, Design-Build Criteria and Programming Architectural Services Agreement, Amendment No. 1, LPA, Inc**  
Approve Amendment No. 1 with LPA, Inc. reallocating the contract amount of \$135,200 designated for branding services to the Advanced Technology and Education Park campus architect task. This is a no cost change and the total contract amount will remain \$644,300.
- 6.6 SOCCCD: Computer Equipment and Related Devices, Extension of Term, Hewlett Packard Co**  
Approve use of the Master Price Agreement No. B27164 through the extended date of September 15, 2015. Annual expenditures for the term under this agreement will not exceed \$1,999,334.
- 6.7 SOCCCD: Contract with Neudesic LLC for Software Development**  
Approve the work order with Neudesic LLC, for an amount not to exceed \$1,215,800 for the term of April 28, 2015 through April 30, 2016.
- 6.8 SOCCCD: ATEP Land Exchange Demolition Project, Change Order No.2, AMPCO Contracting, Inc.**

Approve Board Change Order No. 2 for the ATEP Land Exchange Demolition project and authorize staff to execute Board Change Order No. 2 with AMPCO Contracting, Inc. for a no cost change extending the contract by 37 days, with the total project cost remaining at \$2,425,000.

- 6.9 **SOCCCD: Board Policy Revision: BP- 108 Vacancies of the Board, BP-172 Board Self Evaluation, BP-4015 Accommodations for Employees with Disabilities, BP-5205 Charge for Catalog, BP-5505 Grade Grievance Policy, BP-5610 Auditing Courses, BP-6120 Academic Freedom, BP-6130 Textbook Adoption, BP-5407 Financial Obligation Owed to the District**

Accept for review and study.

- 6.10 **Irvine Valley College: Administrative Regulation 2150, Smoke Free District, Fine Amount**

Approve the new fine amount of \$38.00 for the violation of Administrative Regulation 2150. This fine amount is consistent with the current bail schedule for parking violations.

- 6.11 **Irvine Valley College: Reorganization of Instructional Unit**

Approve the reorganization of the Instructional Unit effective July 1, 2015, in order to balance workloads and increase efficiency. The Dean, Fine Arts and Business Sciences to be split into two positions, 1) Dean, the Arts, and 2) Dean, Business Sciences, Online and Extended Education. There is no impact to the general fund.

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

Authorize payment to Trustee Padberg who was absent from the March 30, 2015 meeting.

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

Authorize payment to Student Trustee Carrillo who was absent from the March 30, 2015 meeting.

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

Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Reorganization of Academic Administrator Positions, Extension/Revision of Administrative Interim Assignment, Authorization to Eliminate Academic Positions and/or Position Numbers, Resignation/Retirement/Conclusion of Employment.

- 6.15 **SOCCCD: Classified Personnel Actions – Regular Items**

Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Authorization to Extend a Categorical Funded Position, Reorganization, Classified Bilingual Stipend, Additional

Compensation, Change of Status, Out of Class Assignments, Leave of Absence, Resignation/Retirement/Conclusion of Employment, Volunteers .

- 6.16 **SOCCCD: Adopt Resolution No. 15-22 Classified Employee Layoff**  
Approve the reduction or discontinuance of a classified service position.
- 6.17 **SOCCCD: Recess to Public Hearing – California School Employees Association (CSEA) Chapter 586**  
Conduct a public hearing to provide an opportunity for the public to comment on the initial proposal from CSEA.

## **7.0 REPORTS**

- 7.1 **Saddleback College and Irvine Valley College: Professors of the Year**  
Saddleback College and Irvine Valley College Professors of the Year
- 7.2 **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.
- 7.3 **SOCCCD: Staff response to public comments from the previous board meeting**  
Individual responses to public comments made at the March board meeting have been provided to members of the public through district administration.
- 7.4 **SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.
- 7.5 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.
- 7.6 **SOCCCD: Monthly Financial Status Report**  
A review of current revenues and expenditures for FY 2014-2015 through March 31, 2015.
- 7.7 **SOCCCD: Retiree (OPEB) Trust Fund**  
The report is for period ending March 31, 2015.
- 7.8 **SOCCCD: Quarterly Financial Status Report**  
The report is for the period ending March 31, 2015.

## 8.0 REPORTS FROM ADMINISTRATION AND GOVERNANCE GROUPS

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

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

## 9.0 ADDITIONAL ITEMS

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



# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

APRIL 27, 2015

## KEEFE CARRILLO Student Trustee

*Whereas*, Keefe Carrillo served as the elected Student Member of the South Orange County Community College District Board of Trustees for the 2014-2015 Academic Year; and

*Whereas*, Keefe Carrillo represented more than 42,000 students each semester from Saddleback College, Irvine Valley College and the Advanced Technology & Education Park; and

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

*Whereas*, Keefe Carrillo represented the student voice in Washington, DC to advocate on national community college topics related to sexual violence, funding the future and improving the lives of students of color; and

*Whereas*, Keefe Carrillo participated in a myriad of activities including Chancellor's Opening Session, the A400 groundbreaking, IVC Foundation retreat, 9-11 ceremony, solar decathlon kickoff, IVC speech and debate conference and a run for state student trustee; therefore,

*Be it resolved* that the Board of Trustees and Chancellor of the South Orange County Community College District do hereby commend and congratulate Keefe Carrillo for his service as Student Trustee for the 2014-2015 Academic Year and wish him well in his educational and career endeavors.

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Gary L. Poertner, Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

A P R I L 27, 2015

## SADDLEBACK COLLEGE MEN'S BASKETBALL TEAM 2015 State Champions

*W*hereas, the Saddleback College men's basketball team captured the California Community College Athletic Association state title; defeating East Los Angeles College, 50-47; and

*W*hereas, this was the third state title for the Gauchos men's basketball program, adding to the titles won in 2002 and 2010; and

*W*hereas, the Gauchos captured the state title after dramatically coming from behind in the last three minutes of the game, due to points earned by Dusty Baker and Maleke Haynes, combined with a strong defensive game; and

*W*hereas, the Gauchos kept fighting when their backs were against the wall, exemplifying what Coach Andy Ground says is the mark of a great basketball team; and

*W*hereas, the 50 points Saddleback scored in winning the state title, the 47 points allowed on defense, and the 97 combined points were the lowest totals for a championship game in 30 years – a testament to the Gauchos' emphasis on playing fundamentally sound defense; therefore,

*B*e it resolved that the Board of Trustees and Chancellor of the South Orange County Community College District does hereby commend and congratulate the Saddleback College men's basketball team for its outstanding achievement as the California Community College Athletic Association state champions.

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Keefe Carrillo, Student Member

---

Gary L. Poertner, Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

A P R I L 27, 2015

## CLASSIFIED SCHOOL EMPLOYEE WEEK

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

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

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

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

*B*e it resolved that the Board of Trustees and Chancellor of the South Orange County Community College District do hereby recognize, honor, and appreciate the many contributions of the Classified Employees to quality education in California and in our District and declare the week of May 17th to 23rd, 2015 as *Classified School Employee Week*.

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Keefe Carrillo, Student Member

---

Gary L. Poertner, Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

APRIL 27, 2015

## SANJAI GUPTA Irvine Valley College 2015-2016 Professor of the Year

*Whereas*, Sanjai Gupta, an associate professor at Irvine Valley College since 2008, is recognized as Professor of the Year for his contributions to the college and his students; and

*Whereas*, Sanjai Gupta inspires his students to develop a passion for and mastery of mathematics, ensuring they have every opportunity to understand the material, hosting large weekend study sessions, and mentoring students to prepare them for life after Irvine Valley College; and

*Whereas*, Sanjai Gupta has taught all levels of math courses, but primarily teaches Single and Multivariable Calculus, Differential Equations and Linear Algebra, has taught the Honors Calculus Sequence several times, and has been a mentor to several students who participated in the Honors Transfer Council of California Student Research Conference; and

*Whereas*, as the Math Club advisor, Sanjai Gupta has helped students train for internal and external competitions, encouraged them to attend conferences, and given presentations on topics of interest; and

*Whereas*, Sanjai Gupta has conducted supplemental instruction workshops relevant to students enrolled in Multivariable Calculus, Differential Equations and Linear Algebra, and volunteered to develop and pilot the Accelerated Calculus Sequence, which is in its second year; therefore,

*Be it resolved* that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Sanjai Gupta as the Irvine Valley College Outstanding Professor of the Year.

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Keefe Carrillo, Student Member

---

Gary L. Poertner, Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

APRIL 27, 2015

## JACK APPLEMAN Irvine Valley College 2015-2016 Part-Time Professor of the Year

*Whereas*, Jack Appleman, a mathematics instructor at Irvine Valley College since 2007, is recognized as Part-Time Professor of the Year for his contributions to the college and his students; and

*Whereas*, he teaches classes such as statistics and calculus, as well as a learning assistance section for various math courses and advocates for student engagement in research and application of classroom learning; and

*Whereas*, Jack Appleman serves on the Student Research Task Force and works to advance IVC's commitment to providing rich research and learning opportunities for students and also is involved in various outreach activities and community events; and

*Whereas*, Jack Appleman has created special lectures and labs outside of class for students to explore special topics like electronics and robotics, described as "an incredible learning environment ... where students feel safe and respected;" and

*Whereas*, Jack Appleman also serves as an advisor of the Applied Science and Engineering Club, where he works closely with students to develop their skills and experience; therefore,

*Be it resolved* that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Jack Appleman as the Irvine Valley College Outstanding Part-Time Professor of the Year.

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Keefe Carrillo, Student Member

---

Gary L. Poertner, Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

APRIL 27, 2015

## CECILIA KIM Irvine Valley College 2015-2016 Emeritus Professor of the Year

*Whereas*, Cecilia Kim, who joined Irvine Valley College in 2007, is recognized as Emeritus Professor of the Year for her contributions to the college and her students; and

*Whereas*, with more than eight choir directing positions under her belt, Cecilia Kim brings a passion for music and people to her work with the emeritus educational program, and successfully leads the IVC Emeritus Institute's Evergreen Choral Ensemble at Rancho Senior Center; and

*Whereas*, one student wrote, "Cecilia leads with unusual wisdom which is a rare gift as a teacher. She is capable professionally as well as capable with individual instructions. She is a leader, and a good one;" and

*Whereas*, Cecilia Kim wrote, "I love to teach beautiful music to people who have passion for learning music. As a music instructor for teaching basic skills in fundamental music classes, I also form choirs for seniors and others so that I may help them perform as a beautiful choir;" and

*Whereas*, Cecilia Kim's students are excited to come to class, with one noting, "Each semester she has lots of humor and excellent teaching skills. She prepares music for class every semester. I've never met such an excellent teacher before in my life. She is fantastic;" therefore,

*Be it resolved* that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Cecilia Kim as the Irvine Valley College Outstanding Emeritus Professor of the Year.

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Keefe Carrillo, Student Member

---

Gary L. Poertner, Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

APRIL 27, 2015

## DR. KARAH STREET Saddleback College Professor of the Year

**W**hereas, Dr. Karah Street, a full-time biology instructor at Saddleback College since 2005, was named Saddleback College's Professor of the Year; and

**W**hereas, students in the Saddleback College nursing program say that Dr. Karah Street is an integral component of their educational journey, and that graduates still think about her and her lectures on a daily basis; and

**W**hereas, Dr. Karah Street congratulates her students who are pursuing careers in the health field for making the right choice to attend Saddleback College first;

**W**hereas, Dr. Karah Street selflessly devotes herself to her students, who appreciate her ability to connect with them on a personal level by sharing her own life experiences; and

**W**hereas, Dr. Karah Street's students describe her disciplined nature, brilliant mind, honesty, and sense of humor as just some of the reasons for this well-deserved recognition; therefore,

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

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Keefe Carrillo, Student Member

---

Gary L. Poertner, Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

APRIL 27, 2015

## DR. BOB MATTHEWS Saddleback College Associate Faculty of the Year

*Whereas*, Dr. Bob Matthews, a psychology instructor at Saddleback College since 1999, was named Saddleback College's Associate Faculty of the Year; and

*Whereas*, Dr. Bob Matthews is beloved by his students, who praise his passion for teaching and gift for passing his enthusiasm for the class material to his students, who learn how to apply it to their everyday lives; and

*Whereas*, Dr. Bob Matthews is an ever-positive cheerleader for the college and its employees and students, sending congratulatory emails to colleagues for their accomplishments, and commending students for their achievements; and

*Whereas*, Dr. Bob Matthews' students are impressed with his ability to blend theory well with practice, drawing upon his own personal experiences to make the course material come alive for his students; and

*Whereas*, Dr. Bob Matthews is exceptionally accessible to students, giving them a forum to speak their minds while maintaining an empathetic and professional point of view; therefore,

*Be it resolved* that the Board of Trustees of the South Orange County Community College District does hereby commend and congratulate Dr. Bob Matthews for his outstanding dedication to his students and well-deserved recognition as Saddleback College's Associate Faculty of the Year.

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Keefe Carrillo, Student Member

---

Gary L. Poertner, Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

APRIL 27, 2015

**GERALD BINDER**

**Saddleback College Emeritus Professor of the Year**

**W**hereas, Gerald Binder, a philosophy, English, film, humanities, and psychology instructor at Saddleback College since 2008, was named Saddleback College's Emeritus Professor of the Year; and

**W**hereas, Gerald Binder, who has taught over the past 50 years, says his secret is that it's his students who have taught him, and what he's learned from them are life skills – contending with adversity, preserving dignity, being authentic to one's true self – and strengths such as grace, patience, forgiveness, acceptance, loss, and hardship; and

**W**hereas, Gerald Binder's students praise his classes that keep them "spellbound" and commend his exemplary dedication and enthusiasm that keeps students looking forward to his stimulating and interactive class sessions; and

**W**hereas, Gerald Binder is an outstanding and thought-provoking lecturer whose students appreciate his engaging personality and charming sense of humor; and

**W**hereas, Gerald Binder clearly enjoys his work and makes learning a pleasure for his students – in essence, he embodies what teaching is all about; therefore,

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

---

T.J. Prendergast III, President

---

Timothy Jemal, Vice President

---

James R. Wright, Clerk

---

David B. Lang, Member

---

Marcia Milchiker, Member

---

Nancy M. Padberg, Member

---

Keefe Carrillo, Student Member

---

Gary L. Poertner, Chancellor





**TO:** Board of Trustees

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

**RE:** Saddleback College and Irvine Valley College: Service Area Conflicts between Saddleback College and Irvine Valley College

**ACTION:** Discussion

---

**BACKGROUND**

At the May 19, 2014 Board of Trustees meeting, the Trustees requested a number of reports as a result of issues addressed during the Trustee Listening Sessions held at the colleges on April 30, 2014. Included in their request was information on the service area conflicts between Saddleback College and Irvine Valley College.

**STATUS**

Representatives from Saddleback College and Irvine Valley College will share information on the service area conflicts between the colleges.



IRVINE VALLEY  
COLLEGE



# College Service Areas

**Presentation to the Board of Trustees**

**April 27, 2015**



## Presented by

- Carol Hilton, Vice President for Administrative Services, Saddleback College
- Craig Justice, Vice President for Instruction, Irvine Valley College
- Davit Khachatryan, Vice President for Administrative Services, Irvine Valley College
- Glenn Roquemore, President, Irvine Valley College
- Juan Avalos, Vice President for Student Services, Saddleback College
- Kathy Werle, Vice President for Instruction, Saddleback College
- Linda Fontanilla, Vice President for Student Services, Irvine Valley College
- Tod Burnett, President, Saddleback College





## Report Request

The following report was requested as a result of the Trustee Listening Sessions on April 30, 2014:

*Report on the service area conflicts between the two colleges. Is the disagreement related to credit instruction, non-credit instruction, workforce development, contract education, student recruitment, foundation giving, and/or other educational services? How and when will the colleges make agreements to end these issues? If there are agreements, please report them.*



## Board Resolution 12-04

- The Board of Trustees Approved Board Resolution 12-04 Re-affirming college service areas in January, 2012
- Implementation of a Board Resolution Normally Requires Operational Definitions That Ensure Clarity and Consistency in Practices
- The Agreement in EXHIBIT A Establishes Needed Operational Definitions



# Operating Agreement

- Geographic Boundaries
  - Laguna Beach Unified School District
  - El Toro High School
- Right of First Refusal
- Soliciting Invitations



# Operating Agreement

- Specific Student Services
- Specific Instructional Services
- District-wide Marketing



## Resolution of the Conflicts

- Have Dialog About the Issues
- Give One Another the Benefit of the Doubt
- Provide Training, Follow the Agreement
- Annual Review and Joint Updating Each Spring Semester



THANK YOU

Questions?

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Full-Time Faculty Hiring  
**ACTION:** Discussion

---

### **BACKGROUND**

The hiring of highly qualified full-time faculty is essential to the educational mission of the District. Board Policy 4011.1 defines the hiring process, with emphasis on the responsibility of faculty and administrators to participate effectively in the recruitment and hiring of full-time faculty. The Office of Human Resources ensures all aspects of the hiring process are implemented appropriately. On a regular basis, the District updates its policy and administrative regulation. The two Academic Senate Presidents and the Vice Chancellor of Human Resources & Employer/ Employee Relations have recently collaborated to update the current policy on this topic.

### **STATUS**

A presentation on the revised policy/administrative regulation for full-time faculty hiring will be provided this evening by the Vice Chancellor Human Resources & Employer/Employee Relations.

# Understanding the Board Policy on Recruitment: Full-Time Faculty

*Presentation to the Board of Trustees  
April 27, 2015*







# Changes to the Policy

- ▶ The original policy was approved by the Board of Trustees in XXXX.
- ▶ Very detailed.
- ▶ Revising, with Board approval, from board policy to administrative regulation.



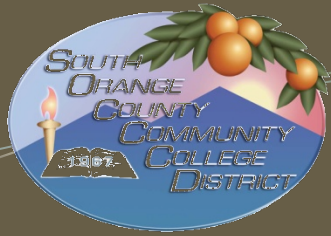
# Changes to the Policy

- ▶ Building in critical flexibility.



# Who Recommends?

- ▶ The Board of Trustees has the ultimate hiring authority, and through BP 2100, delegates that authority to the Chancellor. The Board then ratifies the hire.
- ▶ The College President, with assistance from Human Resources and the Academic Senate, oversees the implementation.



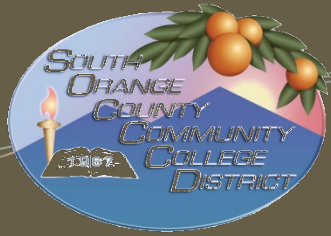
# Deciding on Positions

- In October, the College Presidents, through the Office of VCHR, submit present for Board approval a ranked list of full-time faculty positions.
- Board approval of listed positions is in effect for two years. (New strategy)
- Positions meet *Minimum Qualifications for Faculty and Administrators in California Community Colleges*.
- College adds qualifications, experience, and desired attributes and skills.



# Develop the Applicant Pool

- All faculty positions must be posted state-wide.
- Intense advertising: standard package and a supplemental program for specialty positions.
- Ideally, posted by first week in December.



# Develop the Applicant Pool

- Positions posted on Registry: In January 2015 this site had 1,893,398 hits; weekly hits average 378,000.
- Job fairs: Los Angeles - 1400 job seekers, 23 colleges; San Francisco - 500 job seekers, 15 colleges.
- Search Committee, at least 5, no more than 9 members, 2/3 are faculty; rest appointed by College President.
- Academic Senate confirms faculty appointments.



# PRE-SCREENING Process

- ▶ HR screens applications for completeness.
- ▶ Committee has three Discipline experts; at least two screen for minimum qualifications.
- ▶ Candidates may request an "equivalency" and discipline experts determine if it is appropriate.
- ▶ Committee members screen materials for education, experience, and desirables.



# How Do We Initiate the Hiring Process?

- Orientation by HR Specialist.
- Interview questions developed by committee and reviewed by HR.
- Special testing for applicants is a common practice. (teaching demo, writing, etc.)





# The SCREENING Process

- ▶ Scoring for screening completed by each committee member independently.
- ▶ Chair works with HR to determine lowest level of score of the applicants to be interviewed. Chair does not see the names.



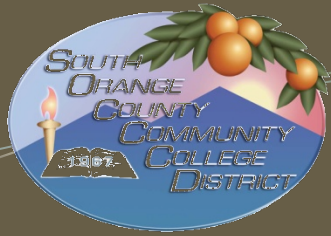
# The INTERVIEW Process

- ▶ EEO representative monitors all committee discussions for "job relatedness."
- ▶ Scores are tabulated/scored independently.
- ▶ Committee sees the final average scores.
- ▶ Committee recommends three finalists for the second level interview.



# REFERENCE Checks

- ▶ Candidates provide at least three references described in announcement.
- ▶ Current supervisor(s).
- ▶ Previous supervisor (from the past five years).
- ▶ Colleague/co-worker on professional competency/practical skills .



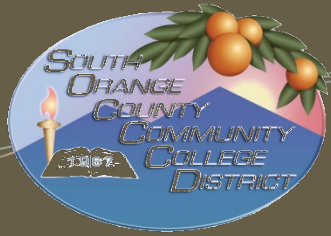
# SECOND Level Interviews

- ▶ The College President is provided an unranked list of finalists. The President also receives a report of all final scores, without candidate names.
- ▶ Questions are approved by Vice Chancellor/designee to ensure compliance with policies and laws.
- ▶ President and at least one vice president conduct interviews. They may invite the Chair. (New)



# REFERENCE CHECKS

- ▶ Pilot Program: Third-party reference check on all faculty finalists.



## BOARD Item

- ▶ President offers the position contingent on reference checks.
- ▶ HR confirms conditional offer of employment pending fingerprint/TB test clearance.
- ▶ Chancellor signs Authorization for Hiring.
- ▶ The recommendation is placed on the Board of Trustees Agenda for ratification.

# Questions?

Thank you!

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

---

Minutes from:

March 30, 2015 Regular Meeting of the Board of Trustees (Exhibit A)

are submitted to the Board for review and approval.

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



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

**MINUTES OF THE BOARD OF TRUSTEES' MEETING  
March 30, 2015**

**PRESENT**

Members of the Board of Trustees:

T.J. Prendergast, III, President  
Timothy Jemal, Vice President  
James R. Wright, Clerk  
David B. Lang, Member  
Marcia Milchiker, 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  
Randy Peebles, Associate Vice Chancellor, Economic Development  
Glenn Roquemore, President Irvine Valley College

**ABSENT**

Nancy M. Padberg, Member  
Debra Fitzsimons, Vice Chancellor, Business Services  
Keefe Carrillo, Student 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.***

- One public comment on contract negotiations.

### **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))
  - A. Public Employee Discipline, Dismissal, Release (GC Section 54957(b).) (1 matter)
  - B. Public Employee Employment (GC Section 54957(b).)
    1. Director International Student Program
- 1.4 Conference with Labor Negotiators (GC Section 54957.6)
  - A. SOCCCD Faculty Association
 

Agency Designated Negotiator: David P. Bugay, Ph.D.
- 1.5 Conference with Legal Counsel (GC Section 54956.9) (1 case)
  - A. Anticipated Litigation (GC Section 54956.9(d)(2) and (e)(1).) (1 case)

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

## **2.0 PROCEDURAL MATTERS**

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

On a 5 to 0 vote with Trustee Padberg absent, the board approved an intermittent personal unpaid leave with benefits effective March 10 to August 28, 2015 for a classified manager at Irvine Valley College.

### **2.2 Invocation**

Led by Trustee James R. Wright

### **2.3 Pledge of Allegiance**

Led by Trustee Tim Jemal

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

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

1. Dr. William O. Jay, Member of the Board of Trustees
2. Beverly Johnson, 2014 District Services Manager of the Year
3. Michael James, 2014 Saddleback College President's Manager Award for Leadership and Innovation
4. Louis Sessler, 2014 Saddleback College President's Manager Award for Leadership and Innovation
5. Dr. Linda Fontanilla, 2014 Irvine Valley College Outstanding Administrator
6. Dr. Craig Hayward, 2014 Irvine Valley College Outstanding Manager

B. Commendations:

1. The scheduled commendation for the students of ENG 160 was not presented.

2.5 **Public Comments**

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

- One public comment on AB 86, one public comment on source of funds for projects and nineteen public comments on faculty contract negotiations.

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: Career Technical Education Certificate Programs**

At the request of Trustee Jemal, representatives from Saddleback College and Irvine Valley College will share information on the career technical education certificate programs offered at the colleges.

4.2 **SOCCCD, Saddleback College and Irvine Valley College: Regulations and Policy for Hiring Administrators and Managers**

A presentation on selection, hiring and employment process for administrators and managers will be provided by the Vice Chancellor Human Resources & Employer/ Employee Relations and the College Presidents.

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 Wright requested to pull items 5.4, 5.6 and 5.18 from the consent calendar for separate discussion/action.

On a motion made by Trustee Lang and seconded by Trustee Jay, the balance of the consent calendar was approved on a 5-0 vote.

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

Approve minutes of a Regular Meeting held on February 23, 2015.

**5.2 Irvine Valley College: Geology 170 Out of State Travel – Southern Utah**

Approve the out-of-state travel request for the School of Physical Sciences and Technologies field study course from June 11-14, 2015, in the vicinity of Zion and Bryce National Parks in Southwest Utah. This is funded through course fees.

**5.3 Irvine Valley College: Curriculum Revisions for the 2015-2016 Academic Year**

Approve curriculum revisions as recommended by the Curriculum Committee in consultation with the Academic Senate for the 2015-2016 academic year, pursuant to Title 5, Section 53200 et seq.

**5.4 Irvine Valley College: Student Out-of-State Travel, Administration of Justice (AOJ) for the 2015 National Conference of the American Criminal Justice Association (ACJA) – Lambda Alpha Epsilon in Nashville, TN from March 22-28, 2015.**

Approve the IVC AOJ Chi Tau Epsilon (XTE) student out-of-state conference travel to the 78th National Conference of the American Criminal Justice Association (ACJA) – Lambda Alpha Epsilon in Nashville, Tennessee on March 22, 2015 through March 28, 2015 for 7 students and 1 advisor at a cost not to exceed \$15,241.00.

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

**5.5 SOCCCD: Irvine Valley College, Audio Visual Equipment and Installation Bid 311, Audio Video Design-Build Group**

Approve award of the Audio Visual Equipment, Bid No. 311 for Irvine Valley College to Audio Video Design-Build Group in the amount of \$118,801.97.

**5.6 Irvine Valley College: Student Out-of-State Travel for the National Grassroots Legislative Convention and National Student Lobby Day (LegCon) 2015 to Washington, D.C. from March 26-30, 2015.**

Approve ASIVC student out-of-state travel for the National Grassroots Legislative Convention and National Student Lobby Day (LegCon) 2015 to Washington, D.C. for 5 student and 1 advisor at a cost not to exceed \$11,700.00 from March 26-30, 2015.

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

- 5.7 **Saddleback College and Irvine Valley College: Speakers**  
Approve general fund honoraria for speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 5.8 **Saddleback College: Curriculum Revisions for the 2015-16 Academic Year**  
Approve the proposed curriculum changes for the 2015-16 academic year at Saddleback College.
- 5.9 **Saddleback College: Program Revision for the 2014-15 Academic Year**  
Approve the proposed program change for the 2014-15 academic year at Saddleback College.
- 5.10 **Saddleback College: Community Education, Additional Summer 2015**  
Approve the Community Education courses, presenters, and compensation.
- 5.11 **Saddleback College: 2015-16 Revision of Field Study Fees**  
Approve the 2015-16 Saddleback College revised Field Study Fees.
- 5.12 **SOCCCD: SOCCCD: Saddleback College Central Plant Phase 2 Upgrade Services Project, Amendment No. 1, Southland Industries**  
Approve Amendment No. 1 (EXHIBIT A), a no cost, 75 day contract extension, for the Saddleback College Central Plant Phase 2 Upgrade Services project with Southland Industries, with a new completion date of July 8, 2015.
- 5.13 **SOCCCD: Saddleback College and Irvine Valley College Bookstore Operations Services Agreements, Amendment No. 2, Follett Higher Education**  
Approve Amendment No. 2 to the Saddleback College and Irvine Valley College Bookstore Operations Services Agreements with Follett Higher Education Group for the second of three one-year extensions beginning July 1, 2015 and ending June 30, 2016.
- 5.14 **Saddleback College: Student Out-of-State Travel in the California Student Nurses' Association (CSNA) to attend the 2015 National Student Nurses' Association (NSNA) Annual Convention, in Phoenix, AZ from April 7-12, 2015.**  
Approve student out-of-state travel in the California Student Nurses' Association (CSNA) to attend the 2015 National Student Nurses' Association (NSNA) Annual Convention for 17 student and 3 advisors, in Phoenix, AZ from April 7-12, 2015 in the amount not to exceed \$11,011.75.
- 5.15 **SOCCCD: Saddleback College, Fine Arts HVAC Upgrades and Interior Renovation Project, Architectural Agreement Amendment No. 3, gkkworks**  
Approve Amendment No. 3 with gkkworks for additional architectural services in the amount of \$8,880 for the Saddleback College Fine Arts HVAC

Upgrades and Interior Renovation project for a total fee of \$274,390.

- 5.16 **SOCCCD: Saddleback College, Sciences Building Project, LEED Commissioning Agreement Amendment No. 1, TestMarcx Solutions, LLC**  
Approve Amendment No. 1 with TestMarcx Solutions, LLC for additional commissioning services in the amount of \$34,400, for the Saddleback College Sciences Building project, for a total fee of \$91,200 with a 26 month extension to the agreement.
- 5.17 **SOCCCD: Saddleback College, Sciences Building Project, Hire Division of the State Architect (DSA) Class 1 Inspection Services, BPI Inspection Service**  
Approve the DSA Class 1 Inspection Services agreement (Exhibit B) with BPI Inspection Service for the Saddleback College Sciences Building project for a not to exceed amount of \$149,760.
- 5.18 **SOCCCD: 2016-2017 Academic Calendar**  
Accept for review and study the proposed Academic Calendar for 2016-2017.
- On a motion made by Trustee Lang and seconded by Trustee Jemal, this item was approved on a 5-0 vote.
- 5.19 **SOCCCD: Computer Equipment and Related Devices, Extension of Term, Dell Marketing LP**  
Approve use of the Master Price Agreement No. B27160 through the extended date of September 15, 2015. This approval applies to purchases made within the term of the agreement and is contingent upon verification of the availability of funds for each purchase.
- 5.20 **SOCCCD: Advanced Technology and Education Park (ATEP), Land Exchange Demolition, Architectural Services Agreement Amendment No. 3, gkkworks**  
Approve Amendment No. 3 (EXHIBIT A) with gkkworks for additional architectural services in the amount of \$8,936 for the Advanced Technology and Education Park Land Exchange Demolition project for a total fee of \$110,255.
- 5.21 **SOCCCD: Budget Amendment Adopt Resolution No. 15-11 to Amend FY 2014-2015 Adopted Budget**  
Adopt resolution to amend the FY 2014-2015 Adopted Budget.
- 5.22 **SOCCCD: Trustees' Requests for Attending Conferences**  
Approve trustees' requests for attending conference(s).
- 5.23 **SOCCCD: Gifts to the District and Foundations**  
Accept donations.
- 5.24 **SOCCCD: Payment of Bills**

Ratify the payment of bills as listed.

- 5.25 **SOCCCD: Purchase Order/Confirming Requisitions**  
Ratify the purchase orders/confirming requisitions as listed.
- 5.26 **SOCCCD: Transfer of Budget Appropriations**  
Ratify transfer of budget appropriations as listed.
- 5.27 **SOCCCD: February 2015 Contracts**  
Ratify contracts as listed.

## **6.0 GENERAL ACTION ITEMS**

- 6.1 **SOCCCD: Saddleback College Exterior Lighting and Controls Retrofit, Phase I, Energy Services Public Hearing**  
Open a public hearing and invite members of the public to present their comments with regard to the Saddleback College Energy Services Contract for the Saddleback College Exterior Lighting and Controls Retrofit, Phase I.

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

- 6.2 **SOCCCD: Saddleback College Exterior Lighting and Controls Retrofit Project, Phase I, Adopt Resolution No. 15-12 Authorizing Entering into an Energy Service Contract**  
Adopt Resolution No. 15-12 to authorize entering into an Energy Service Contract for the Saddleback College Exterior Lighting and Controls Retrofit project, Phase I.

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

- 6.3 **SOCCCD: Saddleback College Exterior Lighting and Controls Retrofit Project, Phase 1, Award of Energy Services Contract, Anderson & Howard Electric, Inc.**  
Approve the Energy Services Agreement for the Saddleback College Exterior Lighting and Controls Retrofit project, Phase 1, with Anderson & Howard Electric, Inc., in the amount of \$780,000.

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

- 6.4 **SOCCCD: CCCT Board of Directors Election – 2015**  
Recommendation for SOCCCD board members to nominate seven candidates to the CCCT Board of Directors.

The SOCCCD Board of Trustees nominated six candidates for the CCCT

Board of Directors Election. The names of the candidates are: Ann H. Ransford of Glendale CCD, Janet Chaniot of Mendocino-Lake CCD, Bernard Jones of Allan Hancock CCD, Janet Green of Riverside CCD, Doug Otto of Long Beach CCD and M. Tony Ontiveros of North Orange County CCD.

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

**6.5 SOCCCD: Vacancy in Trustee Area 3**

Recommendation for SOCCCD board members to adopt either Resolution No. 15-14 (Exhibit A) ordering a special election or adopt Resolution No. 15-15 (Exhibit B) calling for the appointment of a provisional board member. If the decision is to appoint a provisional board member, the Chancellor further recommends that the Board adopt Resolution No. 15-16 (Exhibit C) establishing the procedure for the appointment of a provisional board member.

The board unanimously adopted Resolution No. 15-15 calling for the appointment of a provisional board member for the vacancy in Trustee Area 3 and Resolution No. 15-16 establishing the procedure for the appointment.

**6.6 SOCCCD: Resolution in Support of College and Career Access Pathways Act Assembly Bill 288**

Resolution calling upon members of the California Senate and California Assembly to approve college & career access pathways (CCAP) which rely on concurrent enrollment partnerships between school districts and community college districts, to improve and expand college opportunities for all students.

On a motion made by Trustee Wright and seconded by Trustee Milchiker, Resolution No. 15-10 in support of Assembly Bill 288 was adopted on a 5-0 vote.

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

Authorize payment to Trustee Padberg who was absent from the February 23, 2015 meeting.

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

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

Authorize payment to Trustee Jay who was absent from the February 23, 2015 meeting.



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

**6.9 SOCCCD: Retiree OPEB Trust Actuary Report and Recommended Funding**

Accept Nyhart Epler's 2015 actuarial report and allocate \$3.6 million to fund the normal cost for FY 2015-2016.

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

On a motion made by Trustee Milchiker and seconded by Trustee Jemal, the meeting was extended to 9:30 p.m. on a 5-0 vote.

**6.10 SOCCCD: Procure Furniture and Fixtures using Piggyback Agreement between the Foundation for California Community Colleges and Steelcase**

Approve the use of Agreement No. CB-13-015 between the Foundation for California Community Colleges and Steelcase for the purchase of furniture and fixtures pursuant to Agreement No. CB-13-015. Annual expenditures for the term under this agreement will not exceed \$1,000,000.

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

**6.11 Saddleback College: Adopt Resolution No. 15-13 Declaration of Emergency Electrical Switch Gear Transformer at Saddleback College Fine Arts complex.**

Adopt resolution Declaration of Emergency Electrical Switch Gear Transformer at Saddleback College Fine Arts complex.

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

**6.12 SOCCCD: Saddleback College BGS Fire Repairs Project, Award of Bid No. 2031, Optima RPM, Inc.**

Award Bid No. 2031, Saddleback College BGS Fire Repairs project and approve the agreement with Optima RPM, Inc. of Irvine, CA in the amount of \$570,000.

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

**6.13 SOCCCD: Saddleback College Sciences Building, Testing and Special Inspection Services Agreement Amendment No. 1, C.E.M. Lab Corp.**

Approve Amendment No. 1 with C.E.M. Lab Corp. for additional testing and special inspection services in the amount of \$550,000, for the Saddleback College Sciences Building project, for a total fee of \$880,000.

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

**6.14 SOCCCD: Sabbatical Revision and Rescind**

Approve revision to a previously approved sabbatical project and rescind sabbatical leave previously approved by the Board.

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

**6.15 SOCCCD: Adopt Resolution No. 15-17 Classified Employee Layoff**

Approve the reduction and/or discontinuance of a categorical classified service position.

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

**6.16 SOCCCD: Initial Proposal: California State Employees Association (CSEA) Chapter 586**

Accept the California State Employees Association (CSEA) Chapter 586 proposal for review and study for the purpose of negotiations; and set a public hearing on the proposal for the regularly scheduled April Board meeting.

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

**6.17 SOCCCD: Academic Personnel Actions – Regular Items**

Approve New Personnel Appointments, Additional Compensation: General Fund, Additional Compensation: Categorical/Non-General Fund, Reorganization of Academic Administrator Position, Title Change Only of Academic Administrator Position, Authorization to Eliminate Academic Positions and/or Position Numbers, Change of Status, Interim Assignment, Resignation/Retirement/Conclusion of Employment.

A revision was made to Exhibit A, F.1. – the effective date was changed to July 27.

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

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

Approve New Personnel Appointments, Authorization to Establish and Announce a Classified Position, Authorization to Change a Categorical Funded Position, Reclassification, Reorganization, Change of Status, Out of Class Assignments, Resignation/Retirement/Conclusion of Employment, Volunteers.

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

## **7.0 REPORTS**

- 7.1 **Saddleback College and Irvine Valley College: Speakers**  
A listing of speakers for events and/or classes at Saddleback College and Irvine Valley College.
- 7.2 **SOCCCD: Basic Aid Report**  
Report on projected receipts and approved projects.
- 7.3 **SOCCCD: Facilities Plan Status Report**  
Status of current construction projects.
- 7.4 **SOCCCD: Monthly Financial Status Report**  
A review of current revenues and expenditures for FY 2014-2015 through February 28, 2015.
- 7.5 **SOCCCD: Retiree (OPEB) Trust Fund**  
The report is for period ending February 28, 2015.

## **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 9:10 p.m. in memory of SOCCCD Board Member Bill Jay.



---

Gary L. Poertner, Secretary

**TO:** Board of Trustees

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

**RE:** Saddleback College: Transfer Degrees for the 2015/16 Academic Year

**ACTION:** Approval

---

**BACKGROUND**

Saddleback College's Curriculum Committee and Academic Senate have reviewed and approved the Transfer degree for the 2015/16 academic year.

**STATUS**

Saddleback College proposes a Philosophy Associate of Arts Transfer Degree. Exhibit A includes a new transfer degree that is recommended by the Curriculum Committee and the Academic Senate of Saddleback College for the 2015-16 Academic Year.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed changes in curriculum to new Transfer degrees as listed in Exhibit A.

SADDLEBACK COLLEGE  
PROGRAMS  
ACADEMIC YEAR 2015-2016

**NEW**

**Associate in Arts in Philosophy for Transfer Degree**

The curriculum in the Philosophy program is designed to provide the transfer student an Associate in Arts in Philosophy for Transfer degree by providing the necessary breadth in the field and the ability to complete both preparatory coursework for philosophy along with courses required for general education. Students who complete the Associate in Arts in Philosophy for Transfer receive priority admission to the California State University system, though admission to a specific campus is not guaranteed. While an associate degree may support attempts to gain employment or promotion, a baccalaureate degree or higher degree is recommended for those considering professional careers, which can be achieved through transfer. Majoring in Philosophy is an excellent way of preparing for law school or preparing careers that involve facility in writing skills, reasoning, analysis, and information processing.

<i>Course ID</i>	<i>Title</i>	<i>Units</i>
------------------	--------------	--------------

**REQUIRED CORE: Select two (6 units)**

PHIL 12*	Introduction to Logic	3
----------	-----------------------	---

AND

PHIL 1*	Introduction to Philosophy	3
---------	----------------------------	---

OR

PHIL 15*	Introduction to Ethics	3
----------	------------------------	---

**GROUP A: Select one of the following courses or any course from the REQUIRED CORE not already used (3 units)**

PHIL 103*	History of Ancient Philosophy	3
-----------	-------------------------------	---

PHIL 104*	History of Modern Philosophy	3
-----------	------------------------------	---

**GROUP B: Select two of the following courses or any course from GROUP A not already used (6 units)**

HIST 62	European History to 1650	3
---------	--------------------------	---

HIST 63	European History since 1650	3
---------	-----------------------------	---

PHIL 14*	Philosophy of Religion	3
----------	------------------------	---

PHIL 10*	World Religions	3
----------	-----------------	---

**GROUP C: Select the following course or any one course from GROUP A or B not already used (3 units)**

HUM 1*	Introduction to Humanities	<u>3</u>
--------	----------------------------	----------

<b>Total Units for the Major</b>		<b>18</b>
----------------------------------	--	-----------

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



**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** Saddleback College: Curriculum Revisions for the 2015-16 Academic Year  
**Action:** Approval

---

### **BACKGROUND**

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

### **STATUS**

Saddleback College (SC) proposes revisions and deletions to the curriculum of the College. Exhibit A includes revised and deleted courses for academic year 2015-16. The revised curriculum is recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of Saddleback College pursuant to Title 5, Section 53200 et seq.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed curriculum changes for the 2015-16 academic year at Saddleback College as listed in Exhibit A.

Division	Course Id	Catalog Id	Abbreviated Course Title	Action Taken
				assign=assignments
				cat desc= catalog description
				c/l w/+ cross-listed with (and list the other crs id)
				coreq=corequisite
				crs id=course prefix and/or number
				dc=delete course
				dv=delete version of course
				gr opt=grading option
				hrs=hours
				lim=limitation
				lrng obj=learning objectives
				moe=methods of eval
				nc=new course
				nv=new version of existing course
				oe/oe=open entry/open exit
				prereq=prerequisite
				reactv=course reactivation
				rec prep=recommended prep
				rpt=repeatability
				sch desc=schedule description
				sr=scheduled review is for courses that are scheduled for review and there are no revisions
				ti=title
				tps=topics
				txt=text-required for all courses numbered 1-299
				un=units
				val=validation
MSE	MATH 11	518110.00	A BRIEF COURSE IN CALCULUS	cat desc, tps, obj, moe, txt
FAMT	MUS 50	566010.20	AP MUSIC: INSTRUMENTAL	units fr <del>2.5</del> to <u>1.0</u> , hrs fr <del>2 lec/5 lab/0 lrng cntr</del> to <u>0 lec/3 lab/0 lrng cntr</u> , ti fr <del>APPLIED MUSIC: INSTRUMENTAL</del> to <u>APPLIED MUSIC</u> , lim fr <del>College audition and concurrent enrollment in ensemble course: MUS 40, 41, 42, 43, 47, 62, 148, 297</del> to <u>College audition and concurrent enrollment in performance ensemble</u> , cat desc, sch desc, tps, lrng obj, moe, assign, val, retaining rpt 3 times
FAMT	MUS 194	429750.00	MUSICIANSHIP III	fr <del>MUS 194</del> to <u>MUS 94</u> , UC transferable course code fr <del>No UC Credit</del> to <u>Yes</u> , units fr <del>2.0</del> to <u>1.0</u> , hrs fr <del>2 lec/1 lab/0 lrng cntr</del> to <u>0 lec/3 lab/0 lrng cntr</u> , cat desc, sch desc, tps, lrng obj, moe

**TO:** Board of Trustees

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

**RE:** SOCCCD: Saddleback College, Site Improvements, Design-Build Criteria and Programing Architectural Services Agreement, Amendment No. 1, DLR Group

**ACTION:** Approval

---

### **BACKGROUND**

On February 24, 2014, the District contracted with DLR Group for the Saddleback College Site Improvements project for \$280,000. The original agreement provided for an amendment of the contract terms by mutual consent of both parties.

The key individuals identified in the original agreement have ceased employment with DLR Group and as such, DLR Group is requesting replacement of these individuals.

### **STATUS**

Staff recommends approval for DLR Group to substitute Andrea Cohen Gehring as Principal in Charge and Chris Ward as Project Manager (EXHIBIT A) as the key individuals assigned to the project.

This is a no cost change to the Agreement.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT A) with DLR Group for substitution of key individuals for the Saddleback College Site Improvements project; Andrea Cohen Gehring as Principal in Charge and Chris Ward as Project Manager. This is a no cost change and the total fee will remain \$280,000.

**AMENDMENT No. 1  
TO DESIGN-BUILD CRITERIA and PROGRAMMING ARCHITECTURAL  
SERVICES AGREEMENT  
FOR the SADDLEBACK COLLEGE  
SITE IMPROVEMENTS PROJECT**

**April 27, 2015**

**THIS AMENDMENT** shall modify the original agreement dated February 24, 2014, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and DLR Group, 3130 Wilshire Boulevard, 6<sup>th</sup> Floor, Santa Monica, California, 90403, hereinafter referred to as "CONSULTANT".

**WHEREAS**, Article 10, paragraph 10 of the original agreement provides that the terms, rates, and provisions of said agreement may be amended by mutual consent of both parties; and

**WHEREAS**, Article 2, paragraph 2, establishes the key individuals designated as Principal in Charge and Project Manager; and

**WHEREAS**, the listed individuals are no longer associated with the firm and DLR Group; and

**NOW, THEREFORE**, the Parties agree to modify the original agreement and substitute Andrea Cohen Gehring as Principal in Charge and Chris Ward as Project Manager:

Original Contract Amount	\$280,000
<b>Amendment No. 1</b>	<b><u>\$ 0</u></b>
<b>Total Contract Amount</b>	<b>\$280,000</b>

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

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
DLR Group

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

By: \_\_\_\_\_  
Andrea Cohen Gehring  
Principal

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

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

**TO:** Board of Trustees

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

**RE:** SOCCCD: Saddleback College, Athletics Stadium Renovation Project, Design-Build Criteria and Programming Architectural Services Agreement, Amendment No. 1, DLR Group

**ACTION:** Approval

---

### **BACKGROUND**

On December 15, 2014, the District contracted with DLR Group for the Saddleback College Athletics Stadium Renovation project for \$372,000. The original agreement provided for an amendment of the contract terms by mutual consent of both parties.

The key individuals identified in the original agreement have ceased employment with DLR Group and as such, DLR Group is requesting replacement of these individuals.

### **STATUS**

Staff recommends approval for DLR Group to substitute Andrea Cohen Gehring as Principal in Charge and Chris Ward as Project Manager (EXHIBIT A) as the key individuals assigned to the project.

This is a no cost change to the agreement.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT A) with DLR Group for substitution of key individuals for the Saddleback College Athletics Stadium Renovation project; Andrea Cohen Gehring as Principal in Charge and Chris Ward as Project Manager. This is a no cost change and the total contract amount will remain \$372,000.

**AMENDMENT No. 1  
TO DESIGN-BUILD CRITERIA and PROGRAMMING ARCHITECTURAL  
SERVICES AGREEMENT  
FOR SADDLEBACK COLLEGE  
ATHLETICS STADIUM RENOVATION PROJECT**

**April 27, 2015**

**THIS AMENDMENT** shall modify the original agreement dated December 15, 2014, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and DLR Group, 3130 Wilshire Boulevard, 6<sup>th</sup> Floor, Santa Monica, California, 90403, hereinafter referred to as "CONSULTANT".

**WHEREAS**, Article 11, paragraph 16 of the original agreement provides that the terms, rates, and provisions of said agreement may be amended by mutual consent of both parties; and

**WHEREAS**, Article 1, paragraph 3, establishes the key individuals designated as Principal in Charge and Project Manager; and

**WHEREAS**, the listed individuals are no longer associated with the DLR Group; and

**NOW, THEREFORE**, the Parties agree to modify the original agreement and substitute Andrea Cohen Gehring as Principal in Charge and Chris Ward as Project Manager:

Original Contract Amount	\$372,000
<b>Amendment No. 1</b>	<b><u>\$ 0</u></b>
<b>Total Contract Amount</b>	<b>\$372,000</b>

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

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
DLR Group

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

By: \_\_\_\_\_  
Andrea Cohen Gehring  
Principal

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

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



**TO:** Board of Trustees

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

**RE:** SOCCCD: Saddleback College, Advanced Technology and Applied Science (ATAS) Renovation Project, Lease/Leaseback Delivery Method

**ACTION:** Approval

---

### **BACKGROUND**

On February 28, 2011, staff and legal counsel presented a summary of the lease/leaseback delivery method. On April 25, 2011, the Board of Trustees authorized staff to seek proposals for lease/leaseback services through a competitive proposal process.

Lease/leaseback projects are constructed pursuant to the provisions set forth in the Education Code section 81330 *et seq.*

### **STATUS**

District and college staff have determined that lease/leaseback is the preferred delivery method for the ATAS Renovation project at Saddleback College. The lease/leaseback delivery method can and will be designed to include a competitive proposal process and the initial "Request for Qualifications" will be open to all contractors.

Funds are available within approved basic aid funding with a project budget of \$17,435,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve authorization to request qualifications and seek proposals for lease/leaseback delivery method for the Saddleback College, Advanced Technology and Applied Science (ATAS) Renovation project.

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

---

**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

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

## 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>
4/10/15 9:30-11:20 a.m. Laguna Woods Village Auditorium Clubhouse 3	Rob Henry HUM 204X Modern World Culture: 1700-Present (EI) Ticket # 20025	Lynn Swartz Dodd	TOPIC CHANGE: Why Old Things Matter: Exploring the Holy Land	\$100
4/16/15 12:00-1:15 p.m. SSC 212	April Cubbage Sociology Speakers Series	PFLAG (Parents and friends of lesbians and gays)	Gay, Lesbian, Bi-Sexual, Transgender Awareness	\$500 Soc/ASG Funds
5/1/15 9:30-11:20 a.m. Laguna Woods Village Auditorium Clubhouse 3	Rob Henry HUM 204X Modern World Culture: 1700-Present (EI) Ticket # 20025	Yvonne Carson	Silence and Secrets: A Jewish Woman's Tale of Escape, Survival and Love in World War II	\$100
5/4/15 6:00 p.m. SSC 212	Carmenmara Hernandez-Bravo	Zita Cabello-Barrueto	Speaker will present her book "In Search of Spring" at the Gender Conference	\$1000 ASG Funds
5/8/15 9:30-11:20 a.m. Laguna Woods Village Auditorium Clubhouse 3	Rob Henry HUM 204X Modern World Culture: 1700-Present (EI) Ticket # 20025	Rich Goodman	Licit and Illicit Drugs in Orange County	\$100
5/5/15 11:00am-12 p.m. SSC 212	Erica Vogel Anthropology Speakers Series	Susan A. Phillips	"Tattoos, Gangs and Culture of Immigration Law"	\$500 ASG Funds

**IRVINE VALLEY COLLEGE**

<i><b>Presentation Date</b></i>	<i><b>Faculty Member Course Title/Activity</b></i>	<i><b>Speaker Name</b></i>	<i><b>Topic</b></i>	<i><b>General Fund Honarium/Travel</b></i>



**TO:** Board of Trustees

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

**RE:** Irvine Valley College: Curriculum Revisions for the 2015-16 Academic Year

**ACTION:** Approval

---

### **BACKGROUND**

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

### **STATUS**

Irvine Valley College proposes additions, revisions, and deletions to the curriculum of the College. Exhibit A includes new, revised, and deleted courses, and programs that are recommended by the Curriculum Committee and includes collegial consultation with the Academic Senate of Irvine Valley College for the 2015-16 academic year pursuant to Title 5, Section 53200 et seq.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed changes in curriculum for the 2015-16 academic year at Irvine Valley College.

IRVINE VALLEY COLLEGE  
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES  
SCHOOL OF THE ARTS

ART HISTORY  
Associate in Arts for Transfer

	Units
<i>Complete the following required core courses: 9 Units</i>	
ART 80 Drawing Fundamentals	3
ARTH 25 Art History Survey I: Western	3
ARTH 26 Art History Survey II: Western	3
<i>Complete one of the following courses: 3 Units</i>	
ARTH 22 Survey of Asian Art	3
ARTH 23 African and Oceanic Art	3
ARTH 27 Art History Survey III: Non-Western	3
<i>Complete one of the following courses: 3 Units</i>	
ART 40 2-D Design and Color	3
ART 41 3D Design	3
ART 50 Beginning Oil Painting	3
ART 51 Intermediate Painting	3
ART 82 Advanced Drawing	3
ART 85 Life Drawing	3
DMA 55 Graphic Design I	3
<del>ARTH 104 Introduction to Art Media</del>	<del>3</del>
<i>Complete one of the following courses: 3 Units</i>	
ARTH 1 History of Photography	3
ARTH 4 Introduction to Art Theory	3
ARTH 22 Survey of Asian Art	3
ARTH 23 African and Oceanic Art	3
ARTH 28 Contemporary Art History	3
ARTH 29 19 <sup>th</sup> and Early 20 <sup>th</sup> Century Art	3
ARTH 30 Renaissance and Baroque Art	3
ARTH 31 Medieval Art	3
ARTH 32 History of World Architecture	3
ARTH 110 Introduction to Museums	3
ARTH 133 American Art	3
ARTH 150 History of Graphic Design	3
Total Units	18

ART HISTORY  
Associate in Arts for Transfer

	Units
<i>Complete the following required core courses: 9 Units</i>	
ART 80 Drawing Fundamentals	3
ARTH 25 Art History Survey I: Western	3
ARTH 26 Art History Survey II: Western	3
<i>Complete one of the following courses: 3 Units</i>	
ARTH 22 Survey of Asian Art	3
ARTH 23 African and Oceanic Art	3
ARTH 27 Art History Survey III: Non-Western	3
<i>Complete one of the following courses: 3 Units</i>	
ART 40 2-D Design and Color	3
ART 41 3D Design	3
ART 50 Beginning Oil Painting	3
ART 51 Intermediate Painting	3
ART 82 Advanced Drawing	3
ART 85 Life Drawing	3
DMA 55 Graphic Design I	3
<i>Complete one of the following courses: 3 Units</i>	
ARTH 1 History of Photography	3
ARTH 4 Introduction to Art Theory	3
ARTH 22 Survey of Asian Art	3
ARTH 23 African and Oceanic Art	3
<b>ARTH 24 Ancient Art</b>	<b>3</b>
ARTH 28 Contemporary Art History	3
ARTH 29 19 <sup>th</sup> and Early 20 <sup>th</sup> Century Art	3
ARTH 30 Renaissance and Baroque Art	3
ARTH 31 Medieval Art	3
ARTH 32 History of World Architecture	3
ARTH 110 Introduction to Museums	3
ARTH 133 American Art	3
ARTH 150 History of Graphic Design	3
Total Units	18

IRVINE VALLEY COLLEGE  
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES  
SCHOOL OF MATHEMATICS, COMPUTER SCIENCE, AND ENGINEERING

COMPUTER SCIENCE  
Associate in Science for Transfer

	Units
<i>Complete the following required core courses: 9 Units</i>	
CS 6A Computer Discrete Mathematics I	3
OR	
MATH 30 Computer Discrete Mathematics I	3
<del>CS 10 Introduction to Programming</del>	<del>3</del>
<del>Using Python</del>	<del>3</del>
CS 38 Java Programming	3
CS 40A Computer Organization and Assembly Language I	3
MATH 3A Analytic Geometry and Calculus I	5
MATH 3B Analytic Geometry and Calculus II	5
PHYS 4A General Physics	4
PHYS 4B General Physics	4
Total Units	30

COMPUTER SCIENCE  
Associate in Science for Transfer

	Units
<i>Complete the following required core courses: 9 Units</i>	
CS 6A Computer Discrete Mathematics I	3
OR	
MATH 30 Computer Discrete Mathematics I	3
CS 38 Java Programming	3
CS 40A Computer Organization and Assembly Language I	3
<b>CS 41 Data Structures</b>	<b>3</b>
MATH 3A Analytic Geometry and Calculus I	5
<b>MATH 3AH Analytic Geometry and Calculus I Honors</b>	<b>5</b>
MATH 3B Analytic Geometry and Calculus II	5
<b>MATH 3BH Analytic Geometry and Calculus II Honors</b>	<b>5</b>
PHYS 4A General Physics	4
PHYS 4B General Physics	4
Total Units	30

IRVINE VALLEY COLLEGE  
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES  
SCHOOL OF MATHEMATICS, COMPUTER SCIENCE, AND ENGINEERING

**MATHEMATICS**  
Associate in Science for Transfer

	Units
<i>Complete the following courses:</i>	
MATH 3A Analytic Geometry and Calculus I	5
OR	
MATH 3AH Analytic Geometry and Calculus I Honors	5
MATH 3B Analytic Geometry and Calculus II	5
OR	
MATH 3BH Analytic Geometry and Calculus II Honors	5
MATH 4A Analytic Geometry and Calculus	5
<i>Complete one of the following courses:</i>	
MATH 24 Elementary Differential Equations	4
MATH 26 Introduction to Linear Algebra	4
<i>Complete one of the following courses:</i>	
CS 6B Computer Discrete Mathematics II	3
OR	
MATH 31 Computer Discrete Mathematics II	3
CS 36 C Programming	3
CS 37 C++ Programming	3
CS 38 Java Programming	3
CS 40A Computer Organization and Assembly Language I	3
CS 40B Computer Organization and Assembly Language II	3
CS 41 Data Structures	3
CS 430 Visual Basic Programming	3
MATH 10 Statistics	3
<del>MATH 24 Elementary Differential Equations</del>	<del>4</del>
<del>OR</del>	
<del>MATH 26 Introduction to Linear Algebra</del>	<del>4</del>
PHYS 4A General Physics	4
Total Units	22-23

**MATHEMATICS**  
Associate in Science for Transfer

	Units
<i>Complete the following courses:</i>	
MATH 3A Analytic Geometry and Calculus I	5
OR	
MATH 3AH Analytic Geometry and Calculus I Honors	5
MATH 3B Analytic Geometry and Calculus II	5
OR	
MATH 3BH Analytic Geometry and Calculus II Honors	5
MATH 4A Analytic Geometry and Calculus	5
<i>Complete one of the following courses:</i>	
MATH 24 Elementary Differential Equations	4
OR	
<b>MATH 24H Elementary Differential Equations Honors</b>	<b>4</b>
MATH 26 Introduction to Linear Algebra	4
<i>Complete one of the following courses:</i>	
CS 6B Computer Discrete Mathematics II	3
OR	
MATH 31 Computer Discrete Mathematics II	3
CS 36 C Programming	3
CS 37 C++ Programming	3
CS 38 Java Programming	3
CS 40A Computer Organization and Assembly Language I	3
CS 40B Computer Organization and Assembly Language II	3
CS 41 Data Structures	3
CS 30 Visual Basic Programming	3
MATH 10 Statistics	3
PHYS 4A General Physics	4
Total Units	22-23



IRVINE VALLEY COLLEGE  
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES  
SCHOOL OF THE ARTS

**STUDIO ARTS**  
Associate in Arts for Transfer

	Units
<i>Complete the following required core courses: 12 Units</i>	
ART 40 2-D Design and Color	3
ART 41 3D Design	3
ART 80 Drawing Fundamentals	3
ARTH 26 Art History Survey II: Western	3
<i>Complete one of the following courses: 3 Units</i>	
ARTH 22 Survey of Asian Art	3
ARTH 23 African and Oceanic Art	3
ARTH 25 Art History Survey I: Western	3
<del>ARTH 27 Art History Survey III:</del>	
<del>Non-Western</del>	<del>3</del>
<i>Complete an additional 9 units form the three of the following course areas:</i>	
<b>DRAWING:</b>	
ART 81 Representational Drawing	3
OR	
ART 85 Life Drawing	3
OR	
ART 86 Advanced Life Drawing	3
<b>PAINTING:</b>	
ART 50 Beginning Oil Painting	3
<b>DIGITAL ART:</b>	
DMA 55 Graphic Design I	3
<b>OTHER STUDIO ART COURSES:</b>	
ART 51 Intermediate Painting	3
OR	
<del>ART 52 Advanced Painting</del>	<del>3</del>
<del>OR</del>	
<del>ART 53 Beginning Life Painting</del>	<del>3</del>
<del>OR</del>	
<del>ART 82 Advanced Drawing</del>	<del>3</del>
<del>OR</del>	
<del>ART 186 Drawing the Head and Hands</del>	<del>3</del>
<del>OR</del>	
<del>ART 195 Illustration</del>	<del>3</del>
<del>OR</del>	
DMA 65 Typography	3
Total Units	24

**STUDIO ARTS**  
Associate in Arts for Transfer

	Units
<i>Complete the following required core courses: 12 Units</i>	
ART 40 2-D Design and Color	3
ART 41 3D Design	3
ART 80 Drawing Fundamentals	3
ARTH 26 Art History Survey II: Western	3
<i>Complete one of the following courses: 3 Units</i>	
ARTH 22 Survey of Asian Art	3
ARTH 23 African and Oceanic Art	3
ARTH 25 Art History Survey I: Western	3
<i>Complete an additional 9 units form the three of the following course areas:</i>	
<b>DRAWING:</b>	
ART 81 Representational Drawing	3
OR	
ART 85 Life Drawing	3
OR	
ART 86 Advanced Life Drawing	3
<b>PAINTING:</b>	
ART 50 Beginning Oil Painting	3
<b>PRINTMAKING:</b>	
<b>ART 60 Introduction to Printmaking</b>	<b>3</b>
<b>DIGITAL ART:</b>	
DMA 55 Graphic Design I	3
<b>OTHER STUDIO ART COURSES:</b>	
ART 51 Intermediate Painting	3
OR	
DMA 65 Typography	3
Total Units	24

IRVINE VALLEY COLLEGE  
NEW, REVISED, AND DELETED DEGREES AND CERTIFICATES

SCHOOL OF THE ARTS

THEATRE ARTS			TA 42	Costume Design	3
Associate in Arts for Transfer			TA 44	Stagecraft	3
			Rehearsal and performance (3 units maximum) or Technical Theatre Practicum (3 units maximum) if not used in core		
<i>Complete the following required core courses: 9 Units</i>			TA 15, 15A, 15B		
TA 22	Introduction to Theater	3	Rehearsal and Performance: Drama		1 or 2
TA 25	Great Plays: Primitive to Renaissance	3	TA 16, 16A, 16B		
OR			Rehearsal and Performance:		
TA 25H	Great Plays: Primitive to Renaissance Honors	3	Comedy		1 or 2
<i>Acting (3 units)</i>			TA 17, 17A, 17B		
TA 1	Acting	3	Rehearsal and Performance:		
Rehearsal and Performance (3 units maximum) or Technical Theatre Practicum (3 units maximum)			Mixed Genres		1 or 2
<i>Complete 3 units form the following courses:</i>			<del>TA 18, 18A, 18B</del>		
TA 15, 15A, 15B			<del>Rehearsal and Performance:</del>		
Rehearsal and Performance: Drama		1 or 2	<del>Dance</del>		<del>1 or 2</del>
TA 16, 16A, 16B			TA 19, 19A, 19B		
Rehearsal and Performance:			Rehearsal and Performance:		
Comedy		1 or 2	Musical Theatre		1 or 2
TA 17, 17A, 17B			TA 48B Intermediate State Management		1
Rehearsal and Performance:			TA 48C Advanced State Management		1
Mixed Genres		1 or 2	TA 141A Theatre Crew: Scenic		1
<del>TA 18, 18A, 18B</del>			TA 141B Theatre Crew: Costume		1
<del>Rehearsal and Performance:</del>			TA 141C Theatre Crew: Lighting		1
<del>Dance</del>		<del>1 or 2</del>	TA 141D Theatre Crew: Audio/Video		1
TA 19, 19A, 19B			TA 141E Theatre Crew: Make-Up		1
Rehearsal and Performance:			TA 142C Theatre Production C		3
Musical Theatre		1 or 2	<del>TA 163 Costume Sewing, Production and</del>		
TA 48B Intermediate State Management		1	<del>Wardrobe</del>		<del>3</del>
TA 48C Advanced State Management		1	Total Units		18
TA 141A Theatre Crew: Scenic		1			
TA 141B Theatre Crew: Costume		1			
TA 141C Theatre Crew: Lighting		1			
TA 141D Theatre Crew: Audio/Video		1			
TA 141E Theatre Crew: Make-Up		1			
TA 142C Theatre Production C		3			
<del>TA 163 Costume Sewing, Production and</del>					
<del>Wardrobe</del>		<del>3</del>			
<i>Select three (9 units) from the following courses:</i>					
TA 2	Beginning Scene Study	3			
TA 3	Advanced Scene Study	3			
OR					
TA 8	Advanced Acting	3			
TA 40	Introduction to Theatre Design	3			
TA 41	Stage Lighting Design	3			

THEATRE ARTS  
Associate in Arts for Transfer

Units  
*Complete the following required core courses: 9 Units*

TA 22	Introduction to Theater	3
TA 25	Great Plays: Primitive to Renaissance	3
OR		
TA 25H	Great Plays: Primitive to Renaissance Honors	3
TA 1	Acting	3
OR		
TA 2	Beginning Scene Study	3

Rehearsal and Performance (3 units maximum) or  
Technical Theatre Practicum (3 units maximum)

*Complete 3 units from the following courses:*

TA 15, 15A, 15B		
	Rehearsal and Performance: Drama	1 or 2
TA 16, 16A, 16B		
	Rehearsal and Performance: Comedy	1 or 2
TA 17, 17A, 17B		
	Rehearsal and Performance: Mixed Genres	1 or 2
TA 19, 19A, 19B		
	Rehearsal and Performance: Musical Theatre	1 or 2
TA 48B	Intermediate State Management	1
TA 48C	Advanced State Management	1
TA 141A	Theatre Crew: Scenic	1
TA 141B	Theatre Crew: Costume	1
TA 141C	Theatre Crew: Lighting	1
TA 141D	Theatre Crew: Audio/Video	1
TA 141E	Theatre Crew: Make-Up	1
TA 142C	Theatre Production C	3

*Select three units from the following courses:*

TA 8	Advanced Acting	3
TA 40	Introduction to Theatre Design	3
TA 41	Stage Lighting Design	3
TA 42	Costume Design	3
TA 44	Stagecraft	3
TA 49	State Makeup Design	3

Units  
*Select three units from the following courses (if not used in the core):*

TA 15, 15A, 15B		
	Rehearsal and Performance: Drama	1 or 2
TA 16, 16A, 16B		
	Rehearsal and Performance: Comedy	1 or 2
TA 17, 17A, 17B		
	Rehearsal and Performance: Mixed Genres	1 or 2
TA 19, 19A, 19B		
	Rehearsal and Performance: Musical Theatre	1 or 2
TA 48B	Intermediate State Management	1
TA 48C	Advanced State Management	1
TA 141A	Theatre Crew: Scenic	1
TA 141B	Theatre Crew: Costume	1
TA 141C	Theatre Crew: Lighting	1
TA 141D	Theatre Crew: Audio/Video	1
TA 141E	Theatre Crew: Make-Up	1
TA 142C	Theatre Production C	3
	Total Units	18

IRVINE VALLEY COLLEGE  
Curriculum Changes for 2015/2016

Exhibit A  
Page 7

	A	B	C	D	E
1				KEY CODE	assign: Assignments
2					c/l w/+ : cross-listed with (and list the other crs id)
3					co: corequisite
4					crsd: course id
5					dc: delete course
6					dv: delete version of course
7					hrs: hours
8					lim: limitation
9					lrng obj: learning objectives
10					moe: methods of evaluation
11					nc: new course
12					nv: new version of an existing course
13					prereq: prerequisite
14					rec: recommended preparation
15					rpt: repeatability
16					sam: SAM code
17					sr: scheduled review with no significant revisions
18					ti: title
19					top: TOP code
20					tps: topics
21					txt: textbook
22					un: units
23					val: validation
24	SCHOOL	CRS ID	CATID	TITLE	ACTION TAKEN
25	Social Sciences	ANTH 2H	560.05	Cultural Anthropology Honors	desc, tps, lrng obj, moe, assign, txt
26	The Arts	ART 42	14495.00	Color Theory	nc: 2 hrs lec/3 hrs lab for 3 units; sam: E; top: 1002.00; rpt: NR
27	The Arts	ART 62	14515.00	Printmaking: Painterly Techniques	nc: 2 hrs lec/3 hrs lab for 3 units; sam: E; top: 1002.00; prereq: ART 60; rpt: NR
28	The Arts	ART 64	14520.00	Printmaking: Alternative Processes	nc: 2 hrs lec/3 hrs lab for 3 units; sam: E; top: 1002.00; prereq: ART 60; rpt: NR
29	Business Science	CIM 161	10714.15	Linux+	crsd (formerly CIM 261); desc; assign; moe; txt
30	Guidance and Counseling	COUN 120	6585.05	Women and Work	crsid: Formerly WS 120; 3 hrs lec/3 units; desc; top: 4930.12; Sam: E; txt
31	The Arts	DMA 10	14500.00	Introduction to Digital Media	nc: 2 hrs lec/4 hrs lab for 3 units; sam: C; top: 1030.00; rpt: NR
32	The Arts	DMA 120	13243.00	Motion Graphics	ti; prereq: DMA 140; tps; moe; assign; txt; val
33	The Arts	DMA 140	10422.00	Digital 2D Design and Color Theory	prereq: DMA 10; tps; moe, assign; txt; val

IRVINE VALLEY COLLEGE  
Curriculum Changes for 2015/2016

Exhibit A  
Page 8

	A	B	C	D	E
34	The Arts	DMA 160	10150.10	Graphic Design II	prereq: DMA 55; moe; assign; txt; val
35	The Arts	DMA 170	10290.00	Print Media Design and Production	ti; desc; prereq: DMA 55; tps; lmg obj; moe; assign; txt; val
36	The Arts	DMA 175	10291.00	Corporate Identity: Trademarks and Logos	prereq: DMA 55; lmg obj; moe; assign; txt; val
37	The Arts	DMA 180	10288.00	Visual Design for the Web	desc; prereq: DMA 55; tps; lmg obj; moe; assign; txt; val
38	The Arts	DMA 55	10150.00	Graphic Design I	desc; prereq: DMA 10; rec: DMA 140; tps; lmg obj; moe; assign; txt; val
39	The Arts	DMA 65	10151.00	Typography	desc; prereq: DMA 55; tps; moe; assign; txt; val
40	The Arts	DMA 70	13271.00	Digital Video Production	desc; sam: from D to C; tps; lmg obj; moe; assign; txt
41	Math, CS, Engr	ENGR 80	14280.00	Engineering Dynamics	nc: 3 hrs lec/3 units; prereq: PHYS 4A; rec: MATH 4A; top: 924.00; sam: C; rpt: NR
42	Math, CS, Engr	ENGR 91	14472.00	Introduction to Thermodynamics	nc: 3 hrs lec/3 units; prereq: PHYS 4C; top: 924.00; sam: C; rpt: NR
43	Humanities	GS 10	6570.00	Introduction to Women, Gender, and Sexuality Studies	catid: Formerly WS 10; ti; desc; tps; lmg obj; moe; assign; txt
44	Humanities	GS 20	6580.00	Gender and Contemporary Society	catid: Formerly WS 20; ti; desc; tps; lmg obj; moe; assign; txt
45	Kinesiology	HLTH 3	13101.00	Women's Health Issues	desc, tps, moe, txt
46	Kinesiology	IA 121	14388.05	Strength Training and Conditioning for Sport	nc: .5 hrs lec/1.5 hrs lab/1 unit; top: 835.50; sam: E; rpt: R-E-3
47	Guidance and Counseling	WS 120	6585.00	Women and Work	dc



**TO:** Board of Trustees

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

**RE:** Irvine Valley College: Community Education, Summer 2015

**ACTION:** Approval

---

**BACKGROUND**

The South Orange Community College District is known for offering high-quality, non-credit programs and fee-based classes. Irvine Valley College (IVC) performs an important service and fulfills a vital part of their mission by offering these courses and programs through Community Education. The Community Education programs, presenters, and accompanying compensation require the approval of the Board of Trustees.

**STATUS**

A variety of educational and recreational events have been planned by IVC Community Education to serve the community during the Summer Session 2015. Expenses for conducting these courses will be paid by the income from participant fees. Following Board approval of the Summer 2015 Community Education course offerings at the February 23, 2015 meeting, the college planned some additional courses to include in their Summer 2015 program. Exhibit A lists the additional course offerings, presenters, and compensation.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the IVC Community Education courses, presenters and compensation.

<i>South Orange County Community College District</i>				
<i>IRVINE VALLEY COLLEGE</i>				
<i>COMMUNITY EDUCATION NOT-FOR-CREDIT PROGRAM - Summer 2015 (Additional)</i>				
<i><b>COURSE TITLE</b></i>	<i><b>DATES</b></i>	<i><b>INSTRUCTOR</b></i>	<i><b>HONORARIA</b></i>	<i><b>FEE</b></i>
Business Management	5/26-8/15/15	Russell Levy	50% gross	\$600
Financial Classes	5/26-8/15/15	John Pak	50% gross	\$49-\$69
Mad Science Camps	5/26-8/15/15	Trisha Loos	70% gross	\$149-\$189
Music Courses	5/26-8/15/15	Bill Nicholls	50% gross	\$40

**TO:** Board of Trustees

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

**RE:** SOCCCD: Advanced Technology and Education Park (ATEP) Land Exchange Demolition, Architectural Services Agreement, Amendment No. 4, gkkworks

**ACTION:** Approval

---

### **BACKGROUND**

On July 3, 2013, the District contracted with gkkworks for the ATEP Land Exchange Demolition project for \$47,500. The original agreement provided for additional services, if necessary. An amendment for \$9,050 was previously approved on August 29, 2013. A second amendment of \$44,769 was approved by the Board of Trustees on January 27, 2014. A third amendment of \$8,936 was approved on March 30, 2015, bringing the total contract amount to \$110,255.

Much of the work for this project is underground and as-built documents for this site are unreliable. During the current demolition project unforeseen circumstances require storm drains replacement resulting in the need for additional civil engineering and the City of Tustin approval.

### **STATUS**

Staff worked with the architect to define the additional work scope to arrive at a proposed fee. Staff recommends approval of Amendment No. 4 (EXHIBIT A) in the amount of \$19,810 for a new contract equaling \$130,065.

Basic aid funds for these services are available within the approved project budget.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 4 (EXHIBIT A) with gkkworks for additional architectural services in the amount of \$19,810 for the ATEP Land Exchange Demolition project for a total fee of \$130,065.

**AMENDMENT No. 4  
TO ARCHITECTURAL SERVICES AGREEMENT  
FOR  
ATEP LAND EXCHANGE DEMOLITION PROJECT**

**April 27, 2015**

**THIS AMENDMENT** shall modify the original agreement dated July 3, 2013, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT", and gkkworks, 2355 Main Street, Suite 220, Irvine, California, 92614, hereinafter referred to as "CONSULTANT".

**WHEREAS**, Article X, paragraph 14 of the original agreement provides that the terms, rates, and provisions of said agreement may be amended by mutual consent of both parties; and

**WHEREAS**, Article VIII, paragraph 1, establishes the compensation of the agreement at \$45,000 with a reimbursable allowance of \$2,500; and

**WHEREAS**, additional tasks have been identified during the demolition process, specifically new storm drain installation with modification to the site grading plan; and

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

ORIGINAL CONTRACT AMOUNT:	\$ 47,500
Amendment No. 1	\$ 9,050
Amendment No. 2	\$ 44,769
Amendment No. 3	\$ 8,936
<b>Amendment No. 4</b>	<b><u>\$ 19,810</u></b>
<b>Total this Amendment</b>	<b>\$ 130,065</b>

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

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
gkkworks

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

By: \_\_\_\_\_  
Matt Greiner  
Principal

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

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

**TO:** Board of Trustees

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

**RE:** SOCCCD: Contract Specialist Services for HR/Finance Software Procurement, Amendment No. 1, Facilities Planning and Program Services, Inc.

**ACTION:** Approval

---

**BACKGROUND**

On August 25, 2014, the Board of Trustees approved an agreement with Facilities Planning and Program Services, Inc. (FPPS, Inc.) to provide contract specialist services for purchasing assistance and template contract services in the amount of \$118,000. The original agreement provided for amendments or modifications agreed in writing by both the district and consultant.

**STATUS**

The project specialist assigned to the HR/Finance Software Implementation project resigned from FPPS, Inc.

Staff recommends approval of Amendment No. 1 (EXHIBIT A) decreasing the contract with FPPS, Inc. by \$30,000 for a revised contract amount of \$88,000.

Basic aid funds are available within the existing project budget of \$13,013,000.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT A) with Facilities Planning and Program Services, Inc. for a decrease in the contract amount by \$30,000 for Contract Specialist Services for HR/Finance Software Procurement, for a revised contract total of \$88,000.



**AMENDMENT NO. 1  
TO CONTRACT SPECIALIST CONSULTANT SERVICES  
FOR HR/FINANCE SOFTWARE PROCUREMENT AGREEMENT  
FOR  
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**April 27, 2015**

**THIS AMENDMENT** shall modify the original agreement dated September 1, 2014 by and between the South Orange County Community College District, hereinafter referred to as "DISTRICT," and Facilities Planning and Program Services, Inc., 22607 La Palma Avenue, Suite 407, Yorba Linda, CA 92887, 714.692.5400, hereinafter referred to as "CONSULTANT."

**WHEREAS**, Article 11, paragraph 16 of the original agreement establishes that it may be amended in writing by mutual consent of both parties; and

**WHEREAS**, Article 6, paragraph 1 establishes the compensation of the agreement at a total contract value of \$118,000; and

**WHEREAS**, the scope of services identified in Article 2, paragraph 1 has decreased on the HR/Finance Software Procurement project by \$30,000;

**NOW, THEREFORE**, the Parties agree to reduce the value of the original agreement as follows:

Original Contract Amount:	\$118,000
<b>Amendment No. 1</b>	<b><u>\$(30,000)</u></b>
<b>Total Contract Amount</b>	<b>\$ 88,000</b>

**IN WITNESS HEREOF**, the Parties have executed this Amendment No.1 as of the date set forth above.

"DISTRICT"	"CONSULTANT"
South Orange County Community College District	Facilities Planning and Program Services, Inc.

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

By: \_\_\_\_\_  
Ron Beeler  
President

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

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

**TO:** Board of Trustees

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

**RE:** SOCCCD: Budget Amendment: Adopt Resolution No. 15-18 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**

Rancho Santiago CCD CTE Enhancements at Irvine Valley College	\$173,262
Police Department Community Services at Irvine Valley College	\$45,600
Board Financial Assistance Program at Irvine Valley College	\$38,277
2014/15 Basic Skills at Saddleback College	\$32,522
Restricted Material Fees at Saddleback College	\$32,338
Extended Opportunity Programs & Services at Irvine Valley College	\$2,392
Cooperative Agencies Resources for Education at Irvine Valley College	\$1,861
Student Success & Support Program - Non-credit at Irvine Valley College	\$57

Total Increase to the General Fund	<u><u>\$326,309</u></u>
------------------------------------	-------------------------

#### **Capital Outlay Fund**

Prop 39 Allocation at Saddleback College	\$700,863
--	-----------

Total Increase to the Capital Outlay Fund	<u><u>\$700,863</u></u>
---	-------------------------

<b>Total Budget Amendment</b>	<u><u>\$1,027,172</u></u>
-------------------------------	---------------------------

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 15-18 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 15-18**

April 27, 2015

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$1,027,172 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>
8600	State Revenue	\$248,371
8800	Local Revenue	\$77,938
		<b>\$326,309</b>

<b><u>Account</u></b>	<b><u>Expenditure Description</u></b>	<b><u>Amount</u></b>
1000	Academic Salaries	\$7,791
2000	Classified Salaries	\$56,210
3000	Fringe Benefits	(\$315)
4000	Books and Supplies	\$55,976
5000	Other Operating Expenses and Services	\$33,406
6000	Capital Outlay	\$168,988
7000	Other Outgoing	\$4,253
		<b>\$326,309</b>

**Capital Outlay**

<b><u>Account</u></b>	<b><u>Income Source</u></b>	<b><u>Amount</u></b>
8600	State Revenue	\$700,863
		\$0
		<b>\$700,863</b>

<b><u>Account</u></b>	<b><u>Expenditure Description</u></b>	<b><u>Amount</u></b>
6000	Capital Outlay	\$700,863
		<b>\$700,863</b>

<b>Total Budget Amendment</b>	<b>\$1,027,172</b>
-------------------------------	--------------------

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BUDGET AMENDMENT  
GENERAL FUND  
**RESOLUTION 15-18**  
April 27, 2015

STATE OF CALIFORNIA   )  
  )  
COUNTY OF ORANGE    )

I, Gary L. Poertner, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the Budget Amendment and foregoing Resolution in the amount of \$1,027,172 duly and regularly adopted by the said Board at a regular meeting thereof held on April 27, 2015.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 28th day of April 2015.

---

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  
April 27, 2015

**SADDLEBACK COLLEGE**

<b>Gift</b>	<b>Donated By:</b>
Book donation	Ana Maria Cobos
Book donation	Mike McKinnon
Book donation	Vaughn Babcock

**TO:** Board of Trustees

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

**RE:** SOCCCD: Payment of Bills

**ACTION:** Ratification

---

**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. 191144 through 192093 processed through the Orange County Department of Education, totaling \$8,383,098.86; and Checks No. 011404 through 011439 processed through Saddleback College Community Education, totaling \$118,117.95; and Checks No. 009364 through 009369, processed through Irvine Valley College Community Education, totaling \$4,823.39 are submitted for the approval of the Board of Trustees.

**RECOMMENDATION**

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

## Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191144	03/11/2015	AARDVARK CLAY AND SUPPLIES	1,598.40
191145	03/11/2015	ACADEMIC SENATE	495.00
191146	03/11/2015	ACADEMIC SENATE	495.00
191147	03/11/2015	ACADEMIC SENATE	495.00
191148	03/11/2015	ACADEMIC SENATE	495.00
191149	03/11/2015	AGUINAGA GREEN, INC.	246.24
191150	03/11/2015	AMERICAN EXPRESS TRAVEL RELATED SERVICES CO INC	4,231.78
191151	03/11/2015	AMERICAN BOOK RETURNS LLC	2,643.00
		Unpaid Sales Tax	197.20
		Expensed Amount	2,840.20
191152	03/11/2015	APPLE COMPUTER INC.	342.26
191153	03/11/2015	NANCY BRACKEN	3,684.68
191154	03/11/2015	MATT BRODET	750.00
191155	03/11/2015	CACCRAO REGISTRATION C/O CHAFFEY COLLEGE A&R	225.00
191156	03/11/2015	CAL BUILDING SYSTEMS	522.00
191157	03/11/2015	CDW GOVERNMENT, INC.	72,833.96
191158	03/11/2015	CITRIX ONLINE	9.47
191159	03/11/2015	MIKE COLLINS	141.85
191160	03/11/2015	CULVER-NEWLIN	305.16
191161	03/11/2015	EVIDENCE-BASED, INC	1,685.07
191162	03/11/2015	FEDERAL EXPRESS	58.32
191163	03/11/2015	FISHER SCIENTIFIC	4,345.66
191164	03/11/2015	FOSTER CARE AUXILIARY OF OC	120.00
191165	03/11/2015	JAN FRITSEN	100.00
191166	03/11/2015	HERNANDEZ, MADELINE	51.67
191167	03/11/2015	HOLIDAY INN CAPITOL PLAZA	218.50
191168	03/11/2015	MARK KRUHMIN	750.00
191169	03/11/2015	LA CAPPELLA SUITES	1,100.00
191170	03/11/2015	PETCO ANIMAL SUPPLIES, INC.	168.78
191171	03/11/2015	PHARMEDIX	77.65
191172	03/11/2015	RP GROUP	350.00
191173	03/11/2015	SEHI COMPUTER PRODUCTS, INC.	105.03
191174	03/11/2015	SHRED-IT USA -LA	65.00
191175	03/11/2015	SIGMA ALDRICH CHEMICAL CO.	2,089.84
191176	03/11/2015	SO COAST A.Q.M.D.	7,691.40
191177	03/11/2015	BACKHAND, LLC dba SOCAL VACUUM & JANITORIAL	127.50
191178	03/11/2015	SPECTRUM CHEMICAL MFG. CORP.	294.85
191179	03/11/2015	ANASTASIA VENDROVSKY	75.87
191180	03/11/2015	VWR INTERNATIONAL, INC.	333.85
191181	03/11/2015	AG CONSTRUCTION & CONTRACTING INC	8,560.00
191182	03/11/2015	WORKDAY INC	1,400.00
191183	03/11/2015	ZOOM VIDEO COMMUNICATIONS	586.08
191184	03/12/2015	AG CONSTRUCTION & CONTRACTING INC	21,351.20
191185	03/12/2015	ANTELOPE VALLEY COLLEGE AVC TRACK	200.00
191186	03/12/2015	AT LAST WINDOW COVERINGS	1,670.34
191187	03/12/2015	CACCRAO REGISTRATION C/O CHAFFEY COLLEGE A&R	225.00

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

ESCAPE 

Page 1 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191188	03/12/2015	CAL BUILDING SYSTEMS	57.90
191189	03/12/2015	CAROLINA BIOLOGICAL SUPPLY	124.26
191190	03/12/2015	COX COMMUNICATIONS	2,133.14
191191	03/12/2015	COX COMMUNICATIONS	2,192.96
191192	03/12/2015	COX COMMUNICATIONS	1,151.30
191193	03/12/2015	COX COMMUNICATIONS	2,401.30
191194	03/12/2015	COX COMMUNICATIONS	10.49
191195	03/12/2015	CORINE DOUGHTY	31.50
191196	03/12/2015	EDMARS ENTRANCE SOLUTIONS, INC	1,079.42
191197	03/12/2015	BRUCE HAGAN	62.10
191198	03/12/2015	HOME DEPOT CREDIT SERVICES	2,752.15
191199	03/12/2015	IRVINE RANCH WATER DIST.	7,486.58
191200	03/12/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	6,822.01
191201	03/12/2015	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	1,176.00
191202	03/12/2015	DONA KIRSTEN	28.08
191203	03/12/2015	MORONGO CASINO, RESORT & SPA	400.62
191204	03/12/2015	NCMPR	150.00
191205	03/12/2015	KAREN ORLANDO	147.94
191206	03/12/2015	PASCO SCIENTIFIC	1,419.40
191207	03/12/2015	BRUNO PASSARELLI	192.19
191208	03/12/2015	LILIANN PEREZ-STROUD	120.00
191209	03/12/2015	CHARLES C. STILL SECURE LIVE SCAN	20.00
191210	03/12/2015	ANTIMITE TERMITE & PEST CNTRL	130.00
191211	03/12/2015	WELLS FARGO #2496	6,959.83
191212	03/12/2015	XEROX CORPORATION	231.65
191213	03/12/2015	BRIAN KIM	15.53
191214	03/12/2015	SIERRA-CEDAR, INC.	88,417.70
191215	03/16/2015	AARDVARK CLAY AND SUPPLIES	98.98
191216	03/16/2015	ABC SCHOOL EQUIPMENT, INC. dba PLATINUM VISUAL SYSTEMS	917.51
191217	03/16/2015	ACUSHNET COMPANY	549.18
191218	03/16/2015	AIR SOURCE INDUSTRIES, INC.	89.90
191219	03/16/2015	APPLE COMPUTER INC.	8,608.72
191220	03/16/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	18,084.60
			Unpaid Sales Tax 1,446.77
			Expensed Amount 19,531.37
191221	03/16/2015	BAKER & TAYLOR	19.26
191222	03/16/2015	BATTERIES PLUS, #440 LAKE FOREST STORE	97.15
191223	03/16/2015	BATTERY SYSTEMS	808.15
191224	03/16/2015	CHARLES BELK	100.00
191225	03/16/2015	BERTRAND'S MUSIC	100.84
191226	03/16/2015	BUEHLER, A DIV OF ILLINOIS TOOL WORKS. INC.	14,309.37
191227	03/16/2015	BUTLER CHEMICALS, INC.	333.07
191228	03/16/2015	CANON SOLUTIONS AMERICA, INC.	52.92
191229	03/16/2015	CARD INTEGRATORS CORPORATION DBA: CI SOLUTIONS	106.92
191230	03/16/2015	CDW GOVERNMENT, INC.	19.22
191231	03/16/2015	CINTAS CORPORATION	63.56

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

ESCAPE **ONLINE**  
Page 2 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191232	03/16/2015	CLIP INTERPRETING	525.00
191233	03/16/2015	CULLIGAN	114.70
191234	03/16/2015	DE NICOLA, BEVERLY	129.92
191235	03/16/2015	RAJANPAL DHILLON	76.37
191236	03/16/2015	DISCOVERY BENEFITS, INC.	463.50
191237	03/16/2015	SPARKLETTES	2,258.48
191238	03/16/2015	MICHELE DUGAN	120.00
191239	03/16/2015	EAGLE COMMUNICATIONS	311.03
191240	03/16/2015	ARNETTE EDWARDS	240.00
191241	03/16/2015	JOHN W. EDWARDS	164.64
191242	03/16/2015	EWING IRRIGATION PRODUCTS	592.34
191243	03/16/2015	FERGUSON ENTERPRISES INC #1350	96.66
191244	03/16/2015	FISHER SCIENTIFIC	462.15
191245	03/16/2015	W. W. GRAINGER	130.61
191246	03/16/2015	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	15.11
191247	03/16/2015	OFFICE MAX INCORPORATED	4,461.46
191248	03/16/2015	P2S ENGINEERING INC	5,544.00
191249	03/16/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	1,128.00
191250	03/16/2015	PACIFIC KILN & INSULATIONS CO.	4,830.04
191251	03/16/2015	PACIFIC MARINE MAMMAL CENTER	221.00
191252	03/16/2015	PACIFIC WINDS BUILDING INC.	21,375.00
191253	03/16/2015	PARKWAY LAWNMOWER SHOP	80.84
191254	03/16/2015	LILIANN PEREZ-STROUD	240.00
191255	03/16/2015	LEONARD PETTIS dba BRILLIANT SOLUTIONS	10,835.00
191256	03/16/2015	PHARMEDIX	59.76
191257	03/16/2015	PHILIP STEPHEN PINES	1,666.67
191258	03/16/2015	PITNEY BOWES PRESORT SERVICES	106.72
191259	03/16/2015	DANIEL J. PREDOEHL	160.63
191260	03/16/2015	PRESTO SPORTS, INC	3,000.00
191261	03/16/2015	ALLSTEEL, INC.	1,923.11
191262	03/16/2015	REFRIGERATION UNLIMITED, INC	352.91
191263	03/16/2015	RICHARD THE THREAD EMPIRE TAPE	1,014.18
191264	03/16/2015	ROBERT RICKERSON	75.87
191265	03/16/2015	SADDLEBACK APPLIANCES	341.02
191266	03/16/2015	HARLAND TECHNOLOGY SERVICES A DIVISION OF SCANTRON	614.83
191267	03/16/2015	SEHI COMPUTER PRODUCTS, INC.	2,380.32
191268	03/16/2015	SHEET MUSIC PLUS	87.75
191269	03/16/2015	SHELL FLEET CARD SERVICES PROCESSING CENTER	2,805.20
191270	03/16/2015	MATTHEW SHERMAN	49.13
191271	03/16/2015	HELENE SHOTWELL	120.00
191272	03/16/2015	SHRED-IT USA	25.00
191273	03/16/2015	SMART & FINAL	7.32
191274	03/16/2015	SPECTRUM CHEMICAL MFG. CORP.	388.82
191275	03/16/2015	SYSTEMS SOURCE, INC.	32,882.73
191276	03/16/2015	THOMSON REUTERS WEST PAYMENT CENTER	76.69
191277	03/16/2015	U.S. DATA TRUST CORPORATION	5,000.00

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

ESCAPE **ONLINE**

Page 3 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191278	03/16/2015	LUIS MAURICIO VASQUEZ	875.00
191279	03/16/2015	XEROX CORPORATION	1,699.48
191280	03/16/2015	YBP LIBRARY SERVICES	337.96
191281	03/16/2015	XEROX CORPORATION	37.41
191282	03/16/2015	OFFICE MAX INCORPORATED	14.88
191283	03/16/2015	SO. ORANGE CO. COMM. COL. DIST	8,610.51
191284	03/17/2015	ACCCA	1,850.00
191285	03/17/2015	ACCJC - EVENTS	185.00
191286	03/17/2015	AT & T	142.84
191287	03/17/2015	AT&T	8.29
191288	03/17/2015	BEN BURNETT	223.00
191289	03/17/2015	TOD A. BURNETT	554.20
191290	03/17/2015	CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS	410.00
191291	03/17/2015	CCCCIO C/O CLAIRE BIANCALANA	375.00
191292	03/17/2015	CCPRO SHERYL HERCHENROEDER	300.00
191293	03/17/2015	KATLIN CHOI	283.72
191294	03/17/2015	SUNRIVER DISTRIBUTORS	5,893.60
191295	03/17/2015	BLANCHE ELLIS	62.10
191296	03/17/2015	FEOKTISTOVA, MARIA	110.98
191297	03/17/2015	FLEUR FONG	600.00
191298	03/17/2015	JENNIFER FOROUZESH	229.30
191299	03/17/2015	FRED PRYOR SEMINARS	199.00
191300	03/17/2015	G/M BUSINESS INTERIORS	235.31
191301	03/17/2015	MARLYS GRODT	2,750.00
191302	03/17/2015	NEIL HAMAMURA	250.00
191303	03/17/2015	HARDY DIAGNOSTICS	680.40
191304	03/17/2015	HIGHER ONE INC.	292.60
191305	03/17/2015	HILLYARD FLOOR CARE SUPPLY HILLYARD/LOS ANGELES	151.25
191306	03/17/2015	HITT MARKING DEVICES, INC.	152.99
191307	03/17/2015	MICHAEL HOGGATT	380.00
191308	03/17/2015	HOLIDAY INN CAPITOL PLAZA	165.60
191309	03/17/2015	HOLIDAY INN CAPITOL PLAZA	155.25
191310	03/17/2015	HOLIDAY INN CAPITOL PLAZA	155.25
191311	03/17/2015	HOLIDAY INN CAPITOL PLAZA	218.50
191312	03/17/2015	HOLIDAY INN CAPITOL PLAZA	218.50
191313	03/17/2015	HOLIDAY INN GOLDEN GATEWAY	393.26
191314	03/17/2015	HOLLANDER GLASS, INC.	311.09
191315	03/17/2015	HOME DEPOT CREDIT SERVICES	1,937.14
191316	03/17/2015	HOPPER EQUIPMENT & SUPPLY	2,297.91
191317	03/17/2015	KEMPER BARKHURST dba IDENTIFIED MEDIA, LLC	417.70
191318	03/17/2015	IMPRESSIONS GRAPHICS	259.70
191319	03/17/2015	IN-N-OUT BURGER ATTN: COOKOUT COORDINATOR	6,940.00
191320	03/17/2015	JA SEXAUER	321.64
191321	03/17/2015	INTERSTATE BATTERIES OF CALIFORNIA COAST	972.00
191322	03/17/2015	INT'L TEACHING SYSTEMS	3,145.00

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

ESCAPE 

Page 4 of 23



Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191323	03/17/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	178.76
191324	03/17/2015	EFAX CORPORATE c/o J2 GLOBAL, INC.	141.30
191325	03/17/2015	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	1,638.00
191326	03/17/2015	MARC JACKSON	10.49
191327	03/17/2015	JERRY'S ARTARAMA	645.00
		Unpaid Sales Tax	51.60
		Expensed Amount	696.60
191328	03/17/2015	JOHNSTONE SUPPLY	1,985.48
191329	03/17/2015	KELLEY, KAREN	16.43
191330	03/17/2015	GRP2 UNIFORMS, INC. KEYSTONE UNIFORMS OC	149.02
191331	03/17/2015	KRUEGER INTERNATIONAL, INC.	7,970.40
191332	03/17/2015	KIMBALL OFFICE KIMBALL INT'L.	15,557.64
191333	03/17/2015	HIRO KONISHI	74.15
191334	03/17/2015	KRATOS PUBLIC SAFETY & SECUR DEPT. 04	620.15
191335	03/17/2015	KRISTEN UNIFORMS AND LINENS	124.48
191336	03/17/2015	TAMARA LANDES	58.76
191337	03/17/2015	LASER SOURCE	96.12
191338	03/17/2015	LAWNMOWERS ETC., LLC	433.68
191339	03/17/2015	CHIEF, LOC CDS	525.00
191340	03/17/2015	LIFETIME MEMORY PRODUCTS, INC.	189.00
191341	03/17/2015	LOOMIS, FARGO & COMPANY	534.56
191342	03/17/2015	ARDITH LYNCH	345.00
191343	03/17/2015	SAN DIEGO MARRIOTT MISSION VALLEY	380.75
191344	03/17/2015	MATCO TOOLS MARK JACOBSON	466.70
191345	03/17/2015	MARK MC ELROY	1,100.00
191346	03/17/2015	DIANE MC GROARTY	986.01
191347	03/17/2015	WILLIAM MC GUIRE	290.00
191348	03/17/2015	ORANGE COUNTY REGISTER	2,964.00
191349	03/17/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	768.75
191350	03/17/2015	PHI RHO PI C/O NORTHWEST COLLEGE	1,470.00
191351	03/17/2015	RENAISSANCE CLEVELAND HOTEL	903.21
191352	03/17/2015	TAMERA RICE	220.18
191353	03/17/2015	RP GROUP	350.00
191354	03/17/2015	RP GROUP	350.00
191355	03/17/2015	SAN DIEGO GAS & ELECTRIC	2,756.19
191356	03/17/2015	SAN DIEGO GAS & ELECTRIC CUSTOMER PMT SVC - CP61C	2,254.00
191357	03/17/2015	FHEG - SADDLEBACK BOOKSTORE STORE NO. 296	34,331.65
191358	03/17/2015	SHRED-IT USA	129.35
191359	03/17/2015	PENNY SKAFF	68.02
191360	03/17/2015	SOUTHERN CALIFORNIA EDISON CO.	1,890.99
191361	03/17/2015	SOUTHERN CALIFORNIA GAS CO.	10,775.61
191362	03/17/2015	LAURA SOBCHIK	34.04
191363	03/17/2015	SOCCERKRAZE	244.08
191364	03/17/2015	SQUARE GROVE LLC dba THE HUMAN SOLUTION	326.65
191365	03/17/2015	JACOBSEN	807.31
191366	03/17/2015	UNISOURCE WORLDWIDE INC.	1,199.20
191367	03/17/2015	VISTA PAINT CORPORATE OFFICE	659.07
191368	03/17/2015	WALTERS WHOLESALE ELECTRIC	328.99

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

ESCAPE **ONLINE**

Page 5 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191369	03/17/2015	WAXIE	155.52
191370	03/17/2015	C.E.M. LAB CORP. CIVIL ENGINEERING MATERIAL LAB	9,638.00
191371	03/17/2015	ENOVITY, INC ATTN: ACCOUNTS RECEIVABLE	4,575.00
191372	03/17/2015	GEO SPECTRA CONSULTING ENGINEERS, INC.	21,578.00
191373	03/17/2015	GKKWORKS	42,640.00
191374	03/17/2015	HAITBRINK ASPHALT PAVING, INC.	4,250.00
191375	03/17/2015	HEWLETT PACKARD	3,064.00
191376	03/17/2015	I3 SOLUTIONS C/O IDEN SADEGHIEH	4,125.00
191377	03/17/2015	NEUDESIC, LLC	72,278.50
191378	03/17/2015	PARSONS BRINCKERHOFF, INC.	460.00
191379	03/17/2015	SWINERTON BUILDERS	452,161.05
191380	03/17/2015	TIDEMARK SYSTEMS, INC. ATTN: ACCOUNTS RECEIVABLE	122,400.00
191381	03/18/2015	A-1 AWARDS	73.71
191382	03/18/2015	ACSIG/EDGE	148,692.53
191383	03/18/2015	ACSIG/EDGE	43,309.20
191384	03/18/2015	ADCLUB ADVERTISING SERVICE	5,021.00
191385	03/18/2015	ADVANCE BEAUTY COLLEGE, INC.	55,825.65
191386	03/18/2015	AIR SOURCE INDUSTRIES, INC.	129.90
191387	03/18/2015	AT & T	64.97
191388	03/18/2015	TOM BURROWS	50.37
191389	03/18/2015	BUTLER CHEMICALS, INC.	595.54
191390	03/18/2015	CANON SOLUTIONS AMERICA, INC.	39.93
191391	03/18/2015	JESSICA M. CHA	20.51
191392	03/18/2015	CHRONICLE OF HIGHER EDUCATION BULLETIN BOARD	91.00
191393	03/18/2015	CAHIIM ATTN: BENJAMIN REED	8,000.00
191394	03/18/2015	DISCOUNT DANCE SUPPLY CO.	312.70
191395	03/18/2015	SPARKLETTS	32.67
191396	03/18/2015	ECOFERT, INC	1,102.13
191397	03/18/2015	WILLIAM T. EDDY II	2,855.00
191398	03/18/2015	EXPERIAN	127.00
191399	03/18/2015	FERGUSON ENTERPRISES INC #1350	61.53
191400	03/18/2015	FISHER SCIENTIFIC	194.81
191401	03/18/2015	HAITBRINK ASPHALT PAVING, INC.	26,650.00
191402	03/18/2015	HOME DEPOT CREDIT SERVICES	959.00
191403	03/18/2015	HYATT LEGAL	7,752.20 *
Reissued on 03/19/2015. Cancel Register # AP03192015			
191404	03/18/2015	MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE	263.84
		Unpaid Sales Tax	21.11
		Expensed Amount	284.95
191405	03/18/2015	MASTER APPLIANCE CORP.	57.00
191406	03/18/2015	MC CALLUM GROUP, INC.	4,000.00
191407	03/18/2015	DAYLE McINTOSH CENTER FOR THE	765.00
191408	03/18/2015	McLOGAN SUPPLY COMPANY, INC.	1,503.22
191409	03/18/2015	McMASTER CARR SUPPLY CO.	241.24
191410	03/18/2015	MEDCO SUPPLY COMPANY	1,069.20
191411	03/18/2015	MEETING SERVICES, INC.	17,067.00
191412	03/18/2015	MEREDITH INSTRUMENTS INC	915.00

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

ESCAPE **ONLINE**

Page 6 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	71.60
		Expensed Amount	986.60
191413	03/18/2015	MIKE BROWN GRANDSTANDS, INC.	750.00
191414	03/18/2015	MARCIA MILCHIKER	48.99
191415	03/18/2015	SOPHIE MILLER	252.00
191416	03/18/2015	ML FILTERS	714.49
191417	03/18/2015	MOSSY NISSAN INC. dba MOSSY NISSAN OCEANSIDE	19,092.35
191418	03/18/2015	MSC INDUSTRIAL SUPPLY CO.	531.23
191419	03/18/2015	TACONY CORPORATION	8.49
191420	03/18/2015	NORTHERN SAFETY COMPANY	127.29
		Unpaid Sales Tax	8.91
		Expensed Amount	136.20
191421	03/18/2015	OFFICE MAX INCORPORATED	12,820.31
191422	03/18/2015	PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	1,980.72
191423	03/18/2015	POSTMASTER	530.20
191424	03/18/2015	ALEXANDRA PRENTISS dba MC CLAIN'S PRINTMAKING	308.83
		Unpaid Sales Tax	22.68
		Expensed Amount	331.51
191425	03/18/2015	PURETEC	405.75
191426	03/18/2015	RDO WATER, LLC	2,548.80
191427	03/18/2015	RELIANCE STANDARD LIFE INS	25,619.10
191428	03/18/2015	RELIANCE STANDARD LIFE INS	14,472.71
191429	03/18/2015	RIO GRANDE ALBUQUERQUE	2,951.42
		Unpaid Sales Tax	220.00
		Expensed Amount	3,171.42
191430	03/18/2015	ROYAL PLYWOOD CO., LLC	1,591.40
191431	03/18/2015	S & B FOODS CATERING DIVISION	635.64
191432	03/18/2015	SC ASSOCIATED STUDENT BODY	4,252.91
191433	03/18/2015	SEPULVEDA BUILDING MATERIALS	699.39
191434	03/18/2015	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	1,555,568.56
191435	03/18/2015	SMART & FINAL	16.80
191436	03/18/2015	SOUTHERN CALIFORNIA GAS CO.	6,199.95
191437	03/18/2015	SO COAST A.Q.M.D.	451.57
191438	03/18/2015	SUBWAY SANDWICHES & SALADS	190.00
191439	03/18/2015	SUN BADGE COMPANY	135.74
191440	03/18/2015	AMY SUPINGER dba SUPINGER STRATEGIES	7,200.00
191441	03/18/2015	TAMS-WITMARK MUSIC LIBRARY	20.00
191442	03/18/2015	TROXELL COMMUNICATIONS, INC.	1,113.32
191443	03/18/2015	ULINE, INC. ATTN: ACCOUNTS RECEIVABLE	168.71
191444	03/18/2015	UNITED SITE SERVICES OF CALIFORNIA, INC.	302.80
191445	03/18/2015	UNUM LIFE INSURANCE COMPANY	3,667.00
191446	03/18/2015	UNUM LIFE INSURANCE COMPANY	1,592.93
191447	03/18/2015	VISTA PAINT CORPORATE OFFICE	109.03
191448	03/18/2015	LISA N. WANG	138.00
191449	03/18/2015	WARD'S SCIENCE	436.05
191450	03/18/2015	WEST PAYMENT CENTER	332.10
191451	03/18/2015	OFFICE MAX INCORPORATED	161.59
191452	03/18/2015	S & B FOODS CATERING DIVISION	251.10

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

ESCAPE

ONLINE

Page 7 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191453	03/18/2015	SMART & FINAL	795.45
191454	03/18/2015	ACSIG/EDGE	22,166.51
191455	03/18/2015	ACSIG/EDGE	5,252.45
191456	03/18/2015	SISC III HEALTH BENEFITS ACCOUNTS RECEIVABLE	321,822.00
191457	03/19/2015	ACUSHNET COMPANY	183.06
191458	03/19/2015	ADCLUB ADVERTISING SERVICE	1,175.00
191459	03/19/2015	AGUINAGA GREEN, INC.	550.80
191460	03/19/2015	ALLDATA LLC	975.00
191461	03/19/2015	ARAMARK UNIFORM SERVICES, INC	247.66
191462	03/19/2015	SONJA ARNAK	760.60
191463	03/19/2015	ASICS	1,055.76
191464	03/19/2015	AT&T	485.64
191465	03/19/2015	JUAN AVALOS	747.65
191466	03/19/2015	AIRPORT VAN RENTAL	229.84
191467	03/19/2015	UC REGENTS UCSD	400.00
191468	03/19/2015	DR. ROBERT BRAMUCCI	1,049.08
191469	03/19/2015	CALIFORNIA CHAMBER OF COMMERCE	51.73
191470	03/19/2015	CANON SOLUTIONS AMERICA, INC.	32.67
191471	03/19/2015	CCIE c/o DEBORAH BUDD, TREASURER	112.50
191472	03/19/2015	COMMUNITY COLLEGE LEAGUE OF CARE: PTK LUNCHEON	195.00
191473	03/19/2015	CDW GOVERNMENT, INC.	841.97
191474	03/19/2015	JESSICA M. CHA	59.26
191475	03/19/2015	CINTAS CORPORATION	331.56 *
Cancelled on 03/19/2015, Cancel Register # AP03192015A			
191476	03/19/2015	ELIZABETH CIPRES	620.20
191477	03/19/2015	CPP, INC. DAVIES-BLACK PUBLISHING	1,508.61
191478	03/19/2015	CR&R	4,858.56
191479	03/19/2015	CR&R	1,008.45
191480	03/19/2015	JASON DOWD	700.00
191481	03/19/2015	DUNN-EDWARDS CORPORATION	1,131.79
191482	03/19/2015	EDMUND OPTICS AMERICA	1,241.10
191483	03/19/2015	EUROPRINT, INC.	777.60
191484	03/19/2015	FEDERAL EXPRESS	320.84
191485	03/19/2015	FISHER SCIENTIFIC	2,784.33
191486	03/19/2015	JACQUELINE L. FRANKS	59.26
191487	03/19/2015	FRED PRYOR SEMINARS	49.00
191488	03/19/2015	FRED PRYOR SEMINARS	49.00
191489	03/19/2015	FREEWAY AUTO SUPPLY	199.52
191490	03/19/2015	JOSEPH GERGES	1,400.00
191491	03/19/2015	JASON RICHARD HONG	2,855.00
191492	03/19/2015	HYATT LEGAL	7,727.30
191493	03/19/2015	INT'L SOCIETY OF ARBORICULTURE	250.00
191494	03/19/2015	RENATO IZQUIETA	700.00
191495	03/19/2015	KELLY PAPER	913.17
191496	03/19/2015	DAYLE McINTOSH CENTER FOR THE	1,664.00
191497	03/19/2015	MILLENNIUM BUSINESS SERVICES Marty Cohn	613.01
191498	03/19/2015	MSC INDUSTRIAL SUPPLY CO.	2,014.17

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

ESCAPE **ONLINE**

Page 8 of 23

## Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191499	03/19/2015	NACUBO 2015 ANNUAL MEETING c/o SHOWCARE EVENT SOLUTIONS	850.00
191500	03/19/2015	OC TREASURER-TAX COLLECTOR	13,762.00
191501	03/19/2015	COUNTY OF ORANGE AR UNIT	210.00
191502	03/19/2015	ORANGE CO. FARM SUPPLY	692.19
191503	03/19/2015	ORANGE COUNTY REGISTER	131.97
191504	03/19/2015	COUNTY OF ORANGE AR UNIT	322.35
191505	03/19/2015	OCEAN OPTICS, INC.	6,521.17
191506	03/19/2015	ONICON INCORPORATED	1,346.30
191507	03/19/2015	ANGELA OROZCO-MAHANEY	373.76 *
Reissued on 03/23/2015, Cancel Register # AP03242015			
191508	03/19/2015	ALLSTEEL, INC.	1,623.41
191509	03/19/2015	CARLA REISCH	86.80
191510	03/19/2015	S & B FOODS CATERING DIVISION	187.65
191511	03/19/2015	SAN DIEGO GAS & ELECTRIC	2,675.83
191512	03/19/2015	TUTTLE-CLICK FORD	2,249.56
191513	03/19/2015	ZIMBALIST, JACQUELINE	46.45
191514	03/19/2015	DAIRY DEPOT	73.19
191515	03/19/2015	AMERICAN GEOTECHNICAL, INC.	3,312.50
191516	03/19/2015	ANDERSON & HOWARD ELECTRIC	71,394.00
191517	03/19/2015	BARR COMMERCIAL DOOR REPAIR, INC.	9,583.50
191518	03/19/2015	CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS	410.00
191519	03/19/2015	CITY OF TUSTIN ATTN: ACCOUNTS RECEIVABLE	550.00
191520	03/19/2015	COLLEGESOURCE, INC.	612.50
191521	03/19/2015	COLLEGESOURCE, INC.	437.50
191522	03/19/2015	C.W. DRIVER CONTRACTORS INC.	1,727,496.00
191523	03/19/2015	ENAMIX, INC.	26,100.00
191524	03/19/2015	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	504.00
191525	03/19/2015	NEUDESIC, LLC	77,992.00
191526	03/19/2015	NIMBLE CONSULTING	11,135.00
191527	03/19/2015	OCLC, INC. DEPT #34299	3,629.40
191528	03/19/2015	PENN CORPORATE RELOCATION SERVICES, INC.	336.00
191529	03/19/2015	SHRED-IT USA	1,155.60
191530	03/19/2015	SYNERGY SOFTWARE SOLUTIONS C/O PRATIK MODI	8,160.00
191531	03/23/2015	AAA ELECTRIC MOTOR SALES	522.74
191532	03/23/2015	ADCLUB ADVERTISING SERVICE	3,195.80
191533	03/23/2015	SAPPHIRE CATERING	511.38
191534	03/23/2015	ALLSTAR AWARDS	130.62
191535	03/23/2015	AMERICAN MICROIMAGING INC	2,227.03
191536	03/23/2015	AIRPORT VAN RENTAL	1,361.24
191537	03/23/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	575.96
			Unpaid Sales Tax 46.08
			Expensed Amount 622.04
191538	03/23/2015	BEST WESTERN PLUS SOUTH COAST INN	1,617.50
191539	03/23/2015	BLAIR'S TOWING	95.00
191540	03/23/2015	BLICK ART MATERIALS	2,119.28
191541	03/23/2015	BONE CLONES, INC.	420.08
191542	03/23/2015	BOUNDTREE MEDICAL	187.04

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

ESCAPE **ONLINE**

Page 9 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191543	03/23/2015	BRADLEY'S PLASTIC BAG CO.	388.48
191544	03/23/2015	BUEHLER, A DIV OF ILLINOIS TOOL WORKS. INC.	11,179.78
191545	03/23/2015	CAROLINA BIOLOGICAL SUPPLY	48.33
191546	03/23/2015	CHEMGLASS LIFE SCIENCES LLC	18,610.46
191547	03/23/2015	CINTAS DOCUMENT MANAGEMENT	268.00
191548	03/23/2015	CINTAS CORPORATION	63.56
191549	03/23/2015	EUROPRINT, INC.	753.84
191550	03/23/2015	EWING IRRIGATION PRODUCTS	181.54
191551	03/23/2015	W. W. GRAINGER	866.74
191552	03/23/2015	GREEN THUMB INTERNATIONAL	23.92
191553	03/23/2015	MARLYS GRODT	500.00
191554	03/23/2015	JOHN D. HENDERSON dba SPORTS MACHINES AMERICA	311.60
191555	03/23/2015	INGARDIA BROTHERS PRODUCE, INC.	2,389.00
191556	03/23/2015	DAYLE McINTOSH CENTER FOR THE	1,021.00
191557	03/23/2015	MC KESSON MEDICAL SURGICAL	2,704.38
191558	03/23/2015	MOORE MEDICAL, LLC	840.60
191559	03/23/2015	MOULTON-NIGUEL WATER DIST.	12,349.63
191560	03/23/2015	PACIFIC RESEARCH & EVALUATION ATTN: STEVEN RIDER, PRES.	7,658.64
191561	03/23/2015	PACIFIC ART GLASS	60.36
191562	03/23/2015	PARKWAY LAWNMOWER SHOP	6.78
191563	03/23/2015	PHARMEDIX	222.23
191564	03/23/2015	SANDRA POPE	116.64
191565	03/23/2015	PRO GROUP CO.	1,198.65
191566	03/23/2015	PYRO-COMM SYSTEMS	240.00
191567	03/23/2015	S & B FOODS CATERING DIVISION	66.91
191568	03/23/2015	S & B FOODS CATERING DIVISION	33.43
191569	03/23/2015	SC ASSOCIATED STUDENT BODY	1,299.60
191570	03/23/2015	FHEG - SADDLEBACK BOOKSTORE STORE#296 M.A. 29601125	1,996.47
191571	03/23/2015	SOUTHERN COUNTIES OIL CO.	3,036.68
191572	03/23/2015	SEHI COMPUTER PRODUCTS, INC.	5,820.07
191573	03/23/2015	SUMMER SERPAS	82.65
191574	03/23/2015	SIGMA ALDRICH CHEMICAL CO.	148.11
191575	03/23/2015	SIGN A RAMA	585.36
191576	03/23/2015	JULIE SLARK	3,600.00
191577	03/23/2015	SOUTH COAST A.Q.M.D	454.61
191578	03/23/2015	STRAIGHT TALK CLINIC INC	3,675.00
191579	03/23/2015	SYSCO RIVERSIDE INC	931.09
191580	03/23/2015	ELIVATE	261.19
191581	03/23/2015	SMART & FINAL	508.43
191582	03/24/2015	ABRAMS LEARNING TRENDS	212.29
191583	03/24/2015	ACCCA	1,850.00
191584	03/24/2015	ACCJC - EVENTS	185.00
191585	03/24/2015	ADVANCED OFFICE	49.34
191586	03/24/2015	APPLE COMPUTER INC.	1,290.11
191587	03/24/2015	CDW GOVERNMENT, INC.	496.79
191588	03/24/2015	HOSPITAL ASSOCIATES	383.36

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

ESCAPE 

Page 10 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191589	03/24/2015	CR&R	94.30
191590	03/24/2015	CR&R	94.30
191591	03/24/2015	CULVER-NEWLIN	8,067.60
191592	03/24/2015	DIGI-KEY CORP. 610887	631.52
191593	03/24/2015	DISCOUNT SCHOOL SUPPLY	379.71
191594	03/24/2015	DIVERSIFIED BUSINESS SERVICES PROFORMA	3,674.16
191595	03/24/2015	DOCTOR'S AMBULANCE SERVICE	307.50
191596	03/24/2015	ALEGRE SCIENCE DONALD BOUCHARD	10,800.00
191597	03/24/2015	EDUCATION FOR SUCCESSFUL PARENTING	690.00
191598	03/24/2015	EDMUND OPTICS AMERICA	517.16
191599	03/24/2015	SCHOOL HEALTH CORPORATION	77.46
191600	03/24/2015	KARIMA FELDHUS	33.00
191601	03/24/2015	FENTEK INDUSTRIES INC	72.45
Unpaid Sales Tax			4.80
Expensed Amount			77.25
191602	03/24/2015	DAVID FIER	200.00
191603	03/24/2015	FISHER SCIENTIFIC	2,413.99
191604	03/24/2015	PATRICIA K. FLANIGAN	223.76 *
Cancelled on 03/25/2015, Cancel Register # AP03252015A			
191605	03/24/2015	LINDA FONTANILLA	269.34
191606	03/24/2015	INTERFACE TECHNICAL TRAINING	2,495.00
191607	03/24/2015	HARDY DIAGNOSTICS	90.26
191608	03/24/2015	HEARLIHY & COMPANY PITSCO ED.	126.34
191609	03/24/2015	PATRICK HIGA	102.55
191610	03/24/2015	MERRY L. KIM	931.90
191611	03/24/2015	LAGUNA GRAPHIC ARTS, INC.	1,476.36
191612	03/24/2015	LAURA'S INT PLANTSCAPE SERV	268.04
191613	03/24/2015	MARY LEATHERMAN	208.38 *
Cancelled on 04/02/2015, Cancel Register # AP04032015			
191614	03/24/2015	MAIN GRAPHICS	216.92
191615	03/24/2015	TONY MANCINI	208.38
191616	03/24/2015	KAREN MARTIN	623.11
191617	03/24/2015	MC FADDEN-DALE INDUSTRIAL HARDWARE LLC	32.18
191618	03/24/2015	McMASTER CARR SUPPLY CO.	546.75
191619	03/24/2015	BRAD MCREYNOLDS	675.00
191620	03/24/2015	MEDIA CONTROL SYSTEMS, INC.	1,500.00
191621	03/24/2015	MERIT SOFTWARE	2,795.00
Unpaid Sales Tax			223.60
Expensed Amount			3,018.60
191622	03/24/2015	MARCIA MILCHIKER	49.99
191623	03/24/2015	MILLENNIUM BUSINESS SERVICES Marty Cohn	353.16
191624	03/24/2015	MISSION VIEJO FLORIST	723.60
191625	03/24/2015	MONTESSORI SERVICES	170.48
191626	03/24/2015	NANCY MONTGOMERY	282.58
191627	03/24/2015	MSC INDUSTRIAL SUPPLY CO.	1,124.81
191628	03/24/2015	NATIONAL BUSINESS FURNITURE	245.75
191629	03/24/2015	NATIONAL COLLEGIATE HONORS COUNCIL (NCHC)	500.00
191630	03/24/2015	ORANGE CO. COMMERCIAL PRINTING	2,504.00
191631	03/24/2015	ORANGE COUNTY REGISTER	672.00

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

ESCAPE **ONLINE**

Page 11 of 23



Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191632	03/24/2015	OCEANSIDE PHOTO & TELESCOPE	4,003.67
191633	03/24/2015	ANGELA OROZCO-MAHANEY	383.76
191634	03/24/2015	LAWRENCE PEREZ	602.20
191635	03/24/2015	JACK R. RECLA	200.00
191636	03/24/2015	TODD SCHMALTZ	208.38
191637	03/24/2015	SUBWAY SANDWICHES & SALADS	202.00
191638	03/24/2015	TRUONG, ANH	4,571.00
191639	03/24/2015	AMERICAN MICROIMAGING INC	31,528.00
191640	03/24/2015	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	20,472.00
191641	03/24/2015	DVV ASSOCIATES, INC.	900.00
191642	03/24/2015	HARBOR CONSTRUCTION CO., INC.	64,638.47
191643	03/24/2015	JACKSON, DE MARCO, TIDUS, & PECKENPAUGH	18,333.20
191644	03/24/2015	KITCHELL CEM	46,718.00
191645	03/24/2015	ORANGE COUNTY REGISTER	2,566.00
191646	03/24/2015	PARSONS BRINCKERHOFF, INC.	3,305.00
191647	03/24/2015	PUBLIC ECONOMICS, INC.	500.00
191648	03/24/2015	TYR	38,100.00
191649	03/24/2015	WORKDAY INC	25,000.00
191650	03/25/2015	BLACKBAUD, INC.	150.00
191651	03/25/2015	BUENA PARK PLAQUE & TROPHY NETTROPHY.COM	216.00
191652	03/25/2015	ROBERT COSGROVE	1,118.70
191653	03/25/2015	GAYLE'S EMBROIDERY	23.00
191654	03/25/2015	GRANICUS, INC.	1,075.00
191655	03/25/2015	DR. CRAIG JUSTICE	82.27
191656	03/25/2015	JENNY LANGRELL	991.56
191657	03/25/2015	TOTTY PRINTING	497.63
191658	03/25/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	1,357.61
191659	03/25/2015	PSYCH CONSULT. ASSOC., INC.	350.00
191660	03/25/2015	GALLS, LLC	393.08
191661	03/25/2015	QUICK CAPTION	1,045.00
191662	03/25/2015	ROTO-ROOTER SERV. & PLUMBING HOFFMAN SOUTHWEST CORP	197.50
191663	03/25/2015	S & B FOODS CATERING DIVISION	190.40
191664	03/25/2015	SCIENTIFIC SALES, INC.	2,541.00
Unpaid Sales Tax			203.28
Expensed Amount			2,744.28
191665	03/25/2015	SOUTHERN CALIFORNIA EDISON CO.	31,142.29
191666	03/25/2015	SOLARWINDS	395.00
191667	03/25/2015	SOUTHLAND INSTRUMENTS, INC.	5,261.76
191668	03/25/2015	TEACHERS COLLEGE PRESS	130.06
Unpaid Sales Tax			9.18
Expensed Amount			139.24
191669	03/25/2015	ULINE, INC. ATTN: ACCOUNTS RECEIVABLE	554.42
191670	03/25/2015	UNITED RENTALS	200.20
191671	03/25/2015	UNITED SITE SERVICES	275.32
191672	03/25/2015	VERIZON	59.70
191673	03/25/2015	VILLAGE NURSERIES	2,093.58
191674	03/25/2015	VISION MARKING DEVICES	75.35
191675	03/25/2015	VWR INTERNATIONAL, INC.	785.95

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

ESCAPE 

Page 12 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191676	03/25/2015	WALTERS WHOLESALE ELECTRIC	183.45
191677	03/25/2015	WORLDWIDE RECOVERY SYSTEMS, INC.	1,074.60
191678	03/25/2015	XEROX CORPORATION	5,856.12
191679	03/25/2015	YALE/CHASE EQUIPMENT AND SERVICES, INC	75.25
191680	03/25/2015	APPLE COMPUTER INC.	1,225.92
191681	03/25/2015	BKF ENGINEERS	3,915.00
191682	03/25/2015	GKKWORKS	3,948.22
191683	03/25/2015	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	30,250.00 *
Cancelled on 03/26/2015, Cancel Register # AP03302015			
191684	03/25/2015	HMC ARCHITECTS	770.00
191685	03/25/2015	LPA, INC.	20,280.00
191686	03/25/2015	PARSONS BRINCKERHOFF, INC.	1,020.00
191687	03/25/2015	PLANNET CONSULTING, INC.	6,328.00
191688	03/26/2015	ACCUVANT INC.	22,682.24
191689	03/26/2015	ADRENALIN SPORTS APPAREL DBA JOANN MARIE HYDER	1,244.16
191690	03/26/2015	AMERICAN MICROIMAGING INC	19,276.00 *
Cancelled on 03/26/2015, Cancel Register # AP03262015C			
191691	03/26/2015	ARCHIE'S ICE CREAM	1,630.00
191692	03/26/2015	AUTOMIC DESIGNS, INC.	1,845.80
191693	03/26/2015	CAREER AMERICA, LLC	17,000.00
191694	03/26/2015	CAREERBUILDER GOVERNMENT SOLUTIONS LLC	6,435.00
191695	03/26/2015	CDW GOVERNMENT, INC.	888.00
191696	03/26/2015	HOSPITAL ASSOCIATES	5,457.06
191697	03/26/2015	CLIP INTERPRETING	350.00
191698	03/26/2015	MIKE COLLINS	19.75
191699	03/26/2015	CUMMINS-ALLISON CORP.	283.80
191700	03/26/2015	JAMES DEMING	120.00
191701	03/26/2015	RAJANPAL DHILLON	141.38
191702	03/26/2015	DIVERSIFIED BUSINESS SERVICES PROFORMA	902.73
191703	03/26/2015	THE EMBROIDERY STORE	415.53
191704	03/26/2015	FEDERAL EXPRESS	60.94
191705	03/26/2015	KARIMA FELDHUS	170.73
191706	03/26/2015	FISHER SCIENTIFIC	411.21
191707	03/26/2015	FLAG SYSTEMS, INC.	3,900.00
191708	03/26/2015	W. W. GRAINGER	761.50
191709	03/26/2015	HAITBRINK ASPHALT PAVING, INC.	3,375.00
191710	03/26/2015	RANDY HARDICK	10.21
191711	03/26/2015	HARDY DIAGNOSTICS	46.33
191712	03/26/2015	HITT MARKING DEVICES, INC.	210.73
191713	03/26/2015	JULIUS A. IBANEZ	750.00
191714	03/26/2015	INGARDIA BROTHERS PRODUCE, INC.	1,563.95
191715	03/26/2015	INTERSTATE BATTERIES OF CALIFORNIA COAST	174.96
191716	03/26/2015	FHEG IVC BOOKSTORE STORE NO 895 MA	1,098.28
191717	03/26/2015	IRVINE VALLEY COLLEGE	443.00
191718	03/26/2015	IRVINE VALLEY COLLEGE	692.00
191719	03/26/2015	JAMECO ELECTRONICS	295.90
191720	03/26/2015	JOHNSTONE SUPPLY	98.01
191721	03/26/2015	KELLY KEHOE	2,855.00

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

ESCAPE **ONLINE**

Page 13 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191722	03/26/2015	KELLY PAPER	1,189.94
191723	03/26/2015	GRP2 UNIFORMS, INC. KEYSTONE UNIFORMS OC	464.33
191724	03/26/2015	LEWIS, DIANE	660.74
191725	03/26/2015	KIM MC CORD	391.20
191726	03/26/2015	MC KESSON MEDICAL SURGICAL	64.37
191727	03/26/2015	KATHRYN MILOSTAN-EGUS	403.26
191728	03/26/2015	MKH ELECTRONICS	270.80
191729	03/26/2015	NETOP	2,268.00
191730	03/26/2015	NIKE USA, INC.	1,709.60
		Unpaid Sales Tax	133.20
		Expensed Amount	1,842.80
191731	03/26/2015	NIKE USA, INC.	1,738.96
		Unpaid Sales Tax	133.60
		Expensed Amount	1,872.56
191732	03/26/2015	NUVENTIVE, LLC	7,000.00
191733	03/26/2015	O'REILLY AUTO PARTS	319.91
191734	03/26/2015	OCEAN BREEZE PACIFIC LUCY'S LAUNDRY & DRY CLEANING	222.48
191735	03/26/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	3,621.72
191736	03/26/2015	ALLSTEEL, INC.	2,478.78
191737	03/26/2015	SAFEWAY, INC.	462.39
191738	03/26/2015	SIGMA ALDRICH CHEMICAL CO.	544.13
191739	03/26/2015	SIGNATURE CELEBRATIONS	869.40
191740	03/26/2015	SMART & FINAL	661.26
191741	03/26/2015	VENDINI, INC.	6,650.53
191742	03/26/2015	WATERMARK SOLUTIONS CORP	251.20
		Unpaid Sales Tax	17.70
		Expensed Amount	268.90
191743	03/26/2015	JOHNSON, DON	396.94
191744	03/26/2015	SMART & FINAL	321.93
191745	03/26/2015	AMPCO CONTRACTING, INC.	230,818.35
191746	03/26/2015	CAL BUILDING SYSTEMS	1,920.00
191747	03/26/2015	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.	30,250.00
191748	03/26/2015	PLAZA BANK C/O LINA CHANDRA, CLIENT SPEC.	25,646.48
191749	03/26/2015	REDISQ TECHNOLOGIES	4,440.00
191750	03/26/2015	SIERRA-CEDAR, INC.	110,499.53
191751	03/30/2015	ALARDA TOOLKIT ATTN: KIM GARVEY	180.00
191752	03/30/2015	AMERICAN MICROIMAGING INC	19,276.28
191753	03/30/2015	ARAMARK UNIFORM SERVICES, INC	247.66
191754	03/30/2015	AIRPORT VAN RENTAL	238.52
191755	03/30/2015	CACCRAO REGISTRATION C/O CHAFFEY COLLEGE A&R	225.00
191756	03/30/2015	CAL BUILDING SYSTEMS	3,327.00
191757	03/30/2015	CAL-THERM CORPORATION	2,380.00
191758	03/30/2015	ROSALBA CERVANTES	35.00
191759	03/30/2015	CITRIX ONLINE	79.00
191760	03/30/2015	COAST FITNESS REPAIR SHOP	600.00
191761	03/30/2015	R. DOUGLAS COLLINS ARBITRATOR	2,293.60

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

ESCAPE **ONLINE**

Page 14 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191762	03/30/2015	CONSTELLATION NEWENERGY GAS DIVISION LLC	31,002.42
		BANK OF AMERICA	
191763	03/30/2015	CARIE CRUZ	35.00
191764	03/30/2015	DIGITAL MOUNTAIN, INC.	250.88
191765	03/30/2015	DOCTOR'S AMBULANCE SERVICE	348.00
191766	03/30/2015	EBERHARD EQUIPMENT	351.25
191767	03/30/2015	ECONOMIC ALTERNATIVES, INC.	376.25
191768	03/30/2015	EMCOR/Mesa Energy Systems	1,950.00
191769	03/30/2015	EXCELSIOR ELEVATOR CORPORATION	1,967.50
191770	03/30/2015	FERGUSON ENTERPRISES INC #1350	140.27
191771	03/30/2015	FISHER SCIENTIFIC	3,588.42
191772	03/30/2015	AUTONATION SHARED SERVICE CTR SOUTH CALIFORNIA	840.71
191773	03/30/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	4,914.89
191774	03/30/2015	PROFESSIONAL PLASTICS	274.32
191775	03/30/2015	ProActive Consulting Group, LLC	3,750.00
191776	03/30/2015	LARRY RADDEN	5,805.00
191777	03/30/2015	RENAISSANCE DENVER HOTEL	9,419.19
191778	03/30/2015	S & B FOODS CATERING DIVISION	264.28
191779	03/30/2015	SAMY'S CAMERA ATTN: ACCOUNTS RECEIVABLES	1,499.04
191780	03/30/2015	MATTHEW SHERMAN	45.90
191781	03/30/2015	SIMS TREE HEALTH SPECIALISTS	606.00
191782	03/30/2015	SJM INDUSTRIAL RADIO	131.64
191783	03/30/2015	THOMAS L. SMITH	60.42
191784	03/30/2015	ANTIMITE TERMITE & PEST CNTRL	987.00
191785	03/30/2015	TRL SYSTEMS, INC.	25,741.44
191786	03/30/2015	ARACELI TRUJILLO	35.00
191787	03/30/2015	UNISOURCE WORLDWIDE INC.	1,382.67
191788	03/30/2015	VILLAGE NURSERIES LANDSCAPE CENTERS	71.61
191789	03/30/2015	LIONAKIS	8,234.55
191790	03/30/2015	STUTZ ARTIANO SHINOFF & HOLTZ A.P.C.	1,537.00
191791	03/30/2015	TRENCH SHORING COMPANY	1,140.00
191792	03/30/2015	VEOLIA ENERGY NORTH AMERICA HOLDINGS, INC.	5,206.96
191793	04/01/2015	ADRENALIN SPORTS APPAREL DBA JOANN MARIE HYDER	1,193.83
191794	04/01/2015	APPLE COMPUTER INC.	1,149.96
191795	04/01/2015	B & H PHOTO-VIDEO REMITTANCE PROCESSING CENTER	1,259.86
		Unpaid Sales Tax	100.79
		Expensed Amount	1,360.65
191796	04/01/2015	BALANCED BODY	740.12
191797	04/01/2015	IDERA INC	1,996.00
191798	04/01/2015	BLICK ART MATERIALS	7,950.45
191799	04/01/2015	BSG GRAPHICS, INC.	1,459.28
191800	04/01/2015	CALIFORNIA STAGE/LIGHTING, INC	241.50
191801	04/01/2015	CINTAS CORPORATION	89.38
191802	04/01/2015	HOSPITAL ASSOCIATES	560.43
191803	04/01/2015	COLORADO TIME SYSTEMS	4,201.20
191804	04/01/2015	STEVE CRAPO	117.00

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

ESCAPE **ONLINE**

Page 15 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191805	04/01/2015	STEVE CRAPO	117.00
191806	04/01/2015	STEVE CRAPO	117.00
191807	04/01/2015	EDWIN DAVIS	130.00
191808	04/01/2015	EDWIN DAVIS	180.00
191809	04/01/2015	FISHER SCIENTIFIC	54.46
191810	04/01/2015	GRACE GARCIA	15.53
191811	04/01/2015	RUBY HAZZARD	59.80
191812	04/01/2015	GABRIELA HERNANDEZ	35.00
191813	04/01/2015	JENNIFER HIGGINSON	1,584.00
191814	04/01/2015	HOME DEPOT CREDIT SERVICES	3,226.74
191815	04/01/2015	HYDROBUILDER.COM INC.	156.52
191816	04/01/2015	INTERNATIONAL COUNCIL OF FINE ARTS DEANS	450.00
191817	04/01/2015	INTERPLEX NASCAL, INC.	900.00
191818	04/01/2015	IRVINE RANCH WATER DIST.	8,354.61
191819	04/01/2015	KELLY PAPER	876.19
191820	04/01/2015	KEN'S SPORTING GOODS	3,871.11
191821	04/01/2015	KWALL LLC	9,325.00
191822	04/01/2015	THE LIBRARY OF CONGRESS CATALOGING DISTRIBUTION SERV	525.00
191823	04/01/2015	MARK IV COMMUNICATIONS, INC.	1,317.90
191824	04/01/2015	COURTYARD BY MARRIOTT OLD PASADENA	1,039.85
191825	04/01/2015	SOMMER MC CARTNEY	403.00
191826	04/01/2015	SOMMER MC CARTNEY	403.00
191827	04/01/2015	SOMMER MC CARTNEY	403.00
191828	04/01/2015	SOMMER MC CARTNEY	403.00
191829	04/01/2015	MERCADO CORONA, INC.	528.89
191830	04/01/2015	MICRO CENTER A/R	477.27
191831	04/01/2015	MILLENNIUM BUSINESS SERVICES Marty Cohn	1,000.51
191832	04/01/2015	NEW MILLENIA INC	2,200.00
191833	04/01/2015	NORTH STATE ENVIRONMENTAL	471.86
191834	04/01/2015	OFFICE MAX INCORPORATED	6,400.35
191835	04/01/2015	PACIFIC ART GLASS	60.36
191836	04/01/2015	PCC AQUATICS	400.00
191837	04/01/2015	ALLSTEEL, INC.	48,422.99
191838	04/01/2015	REI	216.63
191839	04/01/2015	ROTO-ROOTER SERV. & PLUMBING HOFFMAN SOUTHWEST CORP	295.00
191840	04/01/2015	S & B FOODS CATERING DIVISION	353.11
191841	04/01/2015	GUISELLE SCOTT	1,890.00
191842	04/01/2015	MATTHEW SHERMAN	50.00
191843	04/01/2015	MATTHEW SHERMAN	900.00
191844	04/01/2015	SOURCE GRAPHICS	144.23
191845	04/01/2015	STATE OF CALIFORNIA BOARD OF EQUALIZATION	38,903.18
191846	04/01/2015	TECHSMITH CORP SOFTWARE ORDER	1,569.60
191847	04/01/2015	NICK TRANI	128.00
191848	04/01/2015	NICK TRANI	128.00
191849	04/01/2015	NICK TRANI	128.00
191850	04/01/2015	ARACELI TRUJILLO	35.00
191851	04/01/2015	PAMELA TURNER	45.95

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

ESCAPE **ONLINE**

Page 16 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191852	04/01/2015	ULINE, INC.          ATTN: ACCOUNTS RECEIVABLE	1,343.85
191853	04/01/2015	ALEXANDRA CURRIE	276.00
191854	04/01/2015	AMBER BRADBURY	276.00
191855	04/01/2015	CARMEN DEL PILAR COSTELLO	276.00
191856	04/01/2015	CHARMESE TREPTOW CHAMBERS	92.00
191857	04/01/2015	ERICA MENDOZA	138.00
191858	04/01/2015	IZADPANAH, ALI	463.42
191859	04/01/2015	JODI SABAKO	138.00
191860	04/01/2015	KIMBERLY DITTRICH	276.00
191861	04/01/2015	KRISTI PUCK	276.00
191862	04/01/2015	LAUREN MCDANIEL	276.00
191863	04/01/2015	LAUREN SIMMONS	276.00
191864	04/01/2015	LEILA MOSHAYEDI	276.00
191865	04/01/2015	LILIA TALAVERA	276.00
191866	04/01/2015	LISA DANIELS	414.00
191867	04/01/2015	MALIA MASON	276.00
191868	04/01/2015	MARGARET BROWN	138.00
191869	04/01/2015	MARIA GONZALEZ	138.00
191870	04/01/2015	MEGAN FITZGERALD	276.00
191871	04/01/2015	MIKAYLA HALL	276.00
191872	04/01/2015	RENEE JENNINGS	138.00
191873	04/01/2015	SOONA KIM	276.00
191874	04/01/2015	STACI NATHANSON	138.00
191875	04/01/2015	SUMMER HARRIS	276.00
191876	04/01/2015	TRAMY HO	138.00
191877	04/01/2015	TRISTA ROBINSON	138.00
191878	04/01/2015	YUKA GARRETT	276.00
191879	04/01/2015	DAIRY DEPOT	62.79
191880	04/01/2015	OFFICE MAX INCORPORATED	671.11
191881	04/02/2015	AMSTERDAM PRINTING & LITHO	165.48
		Unpaid Sales Tax	10.44
		Expensed Amount	175.92
191882	04/02/2015	APPLE COMPUTER INC.	341.28
191883	04/02/2015	ARAMARK UNIFORM SERVICES, INC	57.46
191884	04/02/2015	MAYRA ARIAS	19.72
191885	04/02/2015	ARROWHEAD MOUNTAIN SPRING    WATER CO.	46.43
191886	04/02/2015	AT & T	998.55
191887	04/02/2015	AIRPORT VAN RENTAL	357.72
191888	04/02/2015	B & H PHOTO-VIDEO          REMITTANCE PROCESSING CENTER	8,431.80
		Unpaid Sales Tax	674.54
		Expensed Amount	9,106.34
191889	04/02/2015	JOYCE BARTLOMAIN	15.53
191890	04/02/2015	BSG GRAPHICS, INC.	91.00
191891	04/02/2015	CALIFORNIA METAL-X	2,781.00
191892	04/02/2015	CALIFORNIA STAGE/LIGHTING, INC	579.83
191893	04/02/2015	CABELA'S INC.	187.84
		Unpaid Sales Tax	14.95
		Expensed Amount	202.79

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

ESCAPE **ONLINE**

Page 17 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191894	04/02/2015	CARQUEST AUTO PARTS	217.04
191895	04/02/2015	CCLC/CCCAA CONVENTION	1,238.00
191896	04/02/2015	CHEVRON AND TEXACO BUSINESS CARD SERVICES	531.23
191897	04/02/2015	CINTAS CORPORATION	60.96
191898	04/02/2015	DELL MARKETING L.P. C/O DELL USA L.P.	174.95
191899	04/02/2015	MICHELE DUGAN	120.00
191900	04/02/2015	ECONOMIC ALTERNATIVES, INC.	376.25
191901	04/02/2015	FEDERAL EXPRESS	97.89
191902	04/02/2015	FISHER SCIENTIFIC	3,797.83
191903	04/02/2015	GOODWILL INDUSTRIES OF ORANGE COUNTY	11,520.00
191904	04/02/2015	GRAPHIC CHEMICAL & INK CO.	645.51
Unpaid Sales Tax			47.71
Expensed Amount			693.22
191905	04/02/2015	RAUL B. GUTIERREZ	15.53
191906	04/02/2015	ASHLEY KREDEL	115.92
191907	04/02/2015	TEDDI LORCH	77.47
191908	04/02/2015	LOS SERRANOS GOLF COURSE	312.00
191909	04/02/2015	DAYLE McINTOSH CENTER FOR THE	191.25
191910	04/02/2015	MUSIC THEATRE INTERNATIONAL	400.00
191911	04/02/2015	PACIFIC PARKING SYSTEMS, INC.	1,500.00
191912	04/02/2015	PARADIGM, INC.	2,316.97
191913	04/02/2015	PARKWAY LAWNMOWER SHOP	13.09
191914	04/02/2015	PATON GROUP	5,909.28
191915	04/02/2015	PETE'S ROAD SERVICE	41.78
191916	04/02/2015	JIM PHANEUF	188.97
191917	04/02/2015	PHOENIX GROUP INFORMATION SYS.	3,259.00
191918	04/02/2015	PITNEY BOWES INC.	550.77
191919	04/02/2015	P. J. OF ORANGE COUNTY ONE, LP ATTN: ACCOUNTS RECEIVABLE	97.71
191920	04/02/2015	U.S. POSTAL SERVICE IRVINE MAIN OFFICE	220.00
191921	04/02/2015	RED DIGITAL CAMERA COMPANY	665.55
191922	04/02/2015	REGENCY LIGHTING	314.28
191923	04/02/2015	REYNOLDS ADVANCED MATERIALS	2,127.14
191924	04/02/2015	S & B FOODS CATERING DIVISION	80.84
191925	04/02/2015	SOUTHERN COUNTIES OIL CO.	3,748.89
191926	04/02/2015	SCULPTURE DEPOT	9,871.00
191927	04/02/2015	SEHI COMPUTER PRODUCTS, INC.	200.62
191928	04/02/2015	HIGHMARK, INC. c/o SIERRA SCHOOL EQUIPMENT CO	12,153.60
191929	04/02/2015	SMOKE GUARD CALIFORNIA, INC	1,050.00
191930	04/02/2015	SO COAST A.Q.M.D.	454.61
191931	04/02/2015	SOUTHWEST OFFSET PRINTING CO.	7,812.72
191932	04/02/2015	TROXELL COMMUNICATIONS, INC.	17,118.00
191933	04/02/2015	ULINE, INC. ATTN: ACCOUNTS RECEIVABLE	136.45
191934	04/02/2015	VERIZON	299.74
191935	04/02/2015	VERIZON	76.02
191936	04/02/2015	WARD'S SCIENCE	1,300.40
191937	04/02/2015	WELLS FARGO #3317	17,139.11

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

ESCAPE **ONLINE**

Page 18 of 23



Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	594.60
		Expensed Amount	17,733.71
191938	04/02/2015	JIM WRIGHT	64.99
191939	04/02/2015	ALBERTSONS PURCHASE ADVANTAGE CARD	64.00
191940	04/02/2015	US FOODS CULINARY EQUIPMENT & SUPPLIES	1,233.46
191941	04/02/2015	WELLS FARGO #3317	693.92
191942	04/06/2015	ACCJC - EVENTS	235.00
191943	04/06/2015	ADCLUB ADVERTISING SERVICE	719.00
191944	04/06/2015	AMERICAN BOOK RETURNS LLC	2,063.00
		Unpaid Sales Tax	165.04
		Expensed Amount	2,228.04
191945	04/06/2015	AT & T MOBILITY	12.00
191946	04/06/2015	AT & T	12.54
191947	04/06/2015	AIRPORT VAN RENTAL	238.52
191948	04/06/2015	BLICK ART MATERIALS	205.74
191949	04/06/2015	PAUL BONKOWSKI	1,023.00
191950	04/06/2015	CHRISTINA BOWLES	66.00
191951	04/06/2015	ANN BUCKLEY	54.34
191952	04/06/2015	CALIFORNIA STAGE/LIGHTING, INC	181.44
191953	04/06/2015	CACCRAO REGISTRATION C/O CHAFFEY COLLEGE A&R	225.00
191954	04/06/2015	CACCRAO REGISTRATION C/O CHAFFEY COLLEGE A&R	225.00
191955	04/06/2015	CACCRAO REGISTRATION C/O CHAFFEY COLLEGE A&R	225.00
191956	04/06/2015	CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS	295.00
191957	04/06/2015	CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS	295.00
191958	04/06/2015	COMMUNITY COLLEGE LEAGUE OF CA	500.00
191959	04/06/2015	CEM HOLDINGS CORP dba CEM CORPORATION	3,590.00
191960	04/06/2015	ELIZABETH CIPRES	2,700.15
191961	04/06/2015	COLLEGESOURCE, INC.	714.00
191962	04/06/2015	MIKE COLLINS	1,065.44
191963	04/06/2015	CRAIG CONNOR	1,023.00
191964	04/06/2015	A-1 AWARDS & ENGRAVING ROBERT J DAMAN	101.27
191965	04/06/2015	DANA POINT YACHT MAINTENANCE	68.80
191966	04/06/2015	CASHIER DEPT. OF PESTICIDE REGULATION	180.00
191967	04/06/2015	TENNIS MACHINES NOW	3,798.00
		Unpaid Sales Tax	303.84
		Expensed Amount	4,101.84
191968	04/06/2015	DYNAMISM, INC	5,778.00
		Unpaid Sales Tax	462.24
		Expensed Amount	6,240.24
191969	04/06/2015	FISHER SCIENTIFIC	42.35
191970	04/06/2015	ANNE FITZGERALD	49.00
191971	04/06/2015	DAVID FRETZ	970.83
191972	04/06/2015	CHANTELLE GIL	39.76
191973	04/06/2015	WILL GLEN	61.89

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

ESCAPE **ONLINE**

Page 19 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
191974	04/06/2015	YOLANDA GOULDSMITH	130.00
191975	04/06/2015	GRANLIBAKKEN CONFERENCE CENTER	218.00
191976	04/06/2015	GEORGINA GUY	69.83
191977	04/06/2015	MELANIE HAERI	1,400.00
191978	04/06/2015	GRISEL HEREDIA	1,023.00
191979	04/06/2015	HOME DEPOT CREDIT SERVICES	8.09
191980	04/06/2015	HYATT BOSTON HARBOR	1,048.36
191981	04/06/2015	SANDY JEFFRIES	293.78
191982	04/06/2015	DR. CRAIG JUSTICE	783.50
191983	04/06/2015	DEAN LE BEAU	1,129.32
191984	04/06/2015	LONG, ERIN	69.41
191985	04/06/2015	JENNIFER MC CUE	145.00
191986	04/06/2015	DAYLE McINTOSH CENTER FOR THE	573.75
191987	04/06/2015	MORONGO CASINO, RESORT & SPA	400.62
191988	04/06/2015	MORONGO CASINO, RESORT & SPA	400.62
191989	04/06/2015	MORONGO CASINO, RESORT & SPA	400.62
191990	04/06/2015	MARIA NUNEZ	964.51
191991	04/06/2015	OFFICE MAX INCORPORATED	5,917.21
191992	04/06/2015	ANGELA OROZCO-MAHANEY	900.02
191993	04/06/2015	PACIFIC WINDS BUILDING INC.	19,404.16
191994	04/06/2015	PORTLAND CHILDREN'S MUSEUM ATTN: SOLA	325.00
191995	04/06/2015	SIMIN POURSHAFAI	21.00
191996	04/06/2015	POWER SYSTEMS	1,456.63
191997	04/06/2015	PROGRESSIVE BUS. PUBLICATIONS	299.00
191998	04/06/2015	QUICK CAPTION	770.00
191999	04/06/2015	BRITTANY RAMCHANDANI	43.02
192000	04/06/2015	RESIDENCE INN	436.70
192001	04/06/2015	STEPHANIE REYNA	195.65
192002	04/06/2015	RICOH USA, INC.	3,696.04
192003	04/06/2015	GARY RYBOLD	835.24
192004	04/06/2015	JULIE SALERNO	40.50
192005	04/06/2015	BROOKE SAUTER	278.86
192006	04/06/2015	SC ASSOCIATED STUDENT BODY	2,545.60
192007	04/06/2015	SIGMA ALDRICH CHEMICAL CO.	289.89
192008	04/06/2015	SMART & FINAL	14.31
192009	04/06/2015	SO COAST A.Q.M.D.	571.85
192010	04/06/2015	BACKHAND, LLC dba SOCAL VACUUM & JANITORIAL	1,231.45
192011	04/06/2015	SOUTHLAND INSTRUMENTS, INC.	8,075.04
192012	04/06/2015	SYSTEMS SOURCE, INC.	25,020.45
192013	04/06/2015	YEMMY TAYLOR	1,335.00
192014	04/06/2015	STEVE TEH	179.00
192015	04/06/2015	TERMITE TERRY PEST CONTROL	200.00
192016	04/06/2015	TUSTIN UNIFIED SCHOOL DISTRICT	15,586.96
192017	04/06/2015	TWENTY SIX DESIGN LLC	715.00
192018	04/06/2015	CSP, VICTIMS ASSISTANCE PROG. ATTN: ANNA ESPINOZA	80.00
192019	04/06/2015	LISA WANG	32.00
192020	04/06/2015	WELLS FARGO BANK #1606	7,002.74

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

ESCAPE **ONLINE**

Page 20 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
		Unpaid Sales Tax	122.40
		Expensed Amount	7,125.14
192021	04/06/2015	WELLS FARGO #2496	4,182.95
192022	04/06/2015	WELLS FARGO BANK #2785 PAYMENT REMITTANCE CENTER	1,947.01
		Unpaid Sales Tax	10.40
		Expensed Amount	1,957.41
192023	04/06/2015	WELLS FARGO #4963	2,326.38
		Unpaid Sales Tax	64.92
		Expensed Amount	2,391.30
192024	04/06/2015	WENGER CORPORATION	762.35
192025	04/06/2015	MICHAEL E. WILSON	13,260.00
192026	04/06/2015	XEROX CORPORATION	4,376.64
192027	04/06/2015	CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS	295.00
192028	04/06/2015	CALIFORNIA ASSOCIATION OF SCHOOL BUSINESS OFFICIALS	295.00
192029	04/06/2015	SAN DIEGO MARRIOTT MISSION VALLEY	140.63
192030	04/06/2015	SAN DIEGO MARRIOTT MISSION VALLEY	459.50
192031	04/06/2015	WELLS FARGO #2496	930.40
192032	04/07/2015	NOELLE VARGAS BANUELOS	3,800.00
192033	04/07/2015	BLACKBAUD, INC.	7,532.75
192034	04/07/2015	HAIR CALIFORNIA BEAUTY ACADEMY	21,798.00
192035	04/07/2015	STEPHEN HENKLE	270.00
192036	04/07/2015	HOME DEPOT CREDIT SERVICES	98.26
192037	04/07/2015	IRVINE RANCH WATER DIST.	105.57
192038	04/07/2015	IRVINE RANCH WATER DIST.	123.67
192039	04/07/2015	IRVINE RANCH WATER DIST.	27.66
192040	04/07/2015	IRVINE RANCH WATER DIST.	27.66
192041	04/07/2015	MARC JACKSON	77.25
192042	04/07/2015	BILL JAY	187.15
192043	04/07/2015	JOHNSTONE SUPPLY	1,464.60
192044	04/07/2015	KAUFMAN, AMALIA MARGARET	2,000.00
192045	04/07/2015	KELLEY, KAREN	6.15
192046	04/07/2015	LEWIS, DIANE	201.56
192047	04/07/2015	LIEBERT CASSIDY WHITMORE	6,688.63
192048	04/07/2015	LOOMIS, FARGO & COMPANY	531.76
192049	04/07/2015	LYNDA.COM, INC.	3,250.00
192050	04/07/2015	MC CALLUM GROUP, INC.	4,000.00
192051	04/07/2015	MICHAEL LOWELL MC CORMICK	495.66
192052	04/07/2015	MC KESSON MEDICAL SURGICAL	70.08
192053	04/07/2015	MEDIA EDUCATION FOUNDATION	134.77
		Unpaid Sales Tax	10.00
		Expensed Amount	144.77
192054	04/07/2015	MERIDIAN IT INC	27,925.26
192055	04/07/2015	MOORE MEDICAL, LLC	87.96
192056	04/07/2015	MOULTON-NIGUEL WATER DIST.	5,208.07
192057	04/07/2015	MOULTON-NIGUEL WATER DIST.	347.89
192058	04/07/2015	COUNTY OF ORANGE AR UNIT	15,283.00
192059	04/07/2015	COUNTY OF ORANGE AR UNIT	322.35

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

ESCAPE **ONLINE**

Page 21 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
192060	04/07/2015	PACIFIC COACHWAYS CHARTER SERVICES, INC.	878.44
192061	04/07/2015	PETE'S ROAD SERVICE	541.04
192062	04/07/2015	LEONARD PETTIS dba BRILLIANT SOLUTIONS	10,835.00
192063	04/07/2015	HOLLYWOOD PHOTO BOOTH	750.00
192064	04/07/2015	QUEST DIAGNOSTICS	498.34
192065	04/07/2015	S & B FOODS CATERING DIVISION	72.74
192066	04/07/2015	SAN CLEMENTE ART SUPPLY	218.79
192067	04/07/2015	MELINDA SMITH	93.57
192068	04/07/2015	SOUTHERN CALIFORNIA EDISON CO.	44,644.97
192069	04/07/2015	SO COAST A.Q.M.D.	221.62
192070	04/07/2015	LINDA SOUTHWELL	129.31
192071	04/07/2015	XEROX CORPORATION	20,148.37
192072	04/07/2015	ALLANA BUICK & BERS, INC.	4,856.25
192073	04/07/2015	ALTERNATIVE DELIVERY SOLUTIONS	10,292.00
192074	04/07/2015	APPLE COMPUTER INC.	10,687.92
192075	04/07/2015	COLLEGESOURCE, INC.	700.00
192076	04/07/2015	DLR GROUP	17,800.00
192077	04/07/2015	DOUGHERTY + DOUGHERTY ARCHITECTS LLP	29,940.00
192078	04/07/2015	ENAMIX, INC.	21,650.00
192079	04/07/2015	EPD SOLUTIONS, INC.	1,197.50
192080	04/07/2015	HL CONSTRUCTION ESTIMATING SERVICES	10,850.00
192081	04/07/2015	HUDSON PACIFIC SERVICES LLC c/o HUDSON PACIFIC PROPERTIES	22,750.00
192082	04/07/2015	JB TECHNOLOGY CONSULTING LLC	13,345.00
192083	04/07/2015	BLUE COAST CONSULTING	12,200.00
192084	04/07/2015	NEUDESIC, LLC	86,110.50
192085	04/07/2015	NIMBLE CONSULTING	11,397.00
192086	04/07/2015	OFFICEMAX CONTRACT INC.	9,738.14
192087	04/07/2015	S & B FOODS CATERING DIVISION	581.48
192088	04/07/2015	SWINERTON BUILDERS	591,545.05
192089	04/07/2015	SYNERGY SOFTWARE SOLUTIONS C/O PRATIK MODI	8,160.00
192090	04/07/2015	T AND D COMMUNICATIONS, INC	35,268.18
192091	04/07/2015	TABLEAU SOFTWARE	14,250.00
192092	04/07/2015	TODD'S INSPECTION TESTING SERV	15,917.00
192093	04/07/2015	TODD ROBINSON	959.14
		UNITED SITE SERVICES	959.14
Total Number of Checks			950
			8,441,514.52

Includes checks for only Bank Account COUNTY

	Count	Amount
Cancel	5	50,289.70
Reissue	2	8,125.96
Net Issue		8,383,098.86

## Fund Summary

Fund	Description	Check Count	Expensed Amount
01	General Fund	839	3,605,258.08
12	Child Development Fund	11	4,180.46
40	Capital Outlay Fund	88	4,421,187.15
68	Self-Insurance Fund	2	8,625.39
71	Retiree Benefit Fund	3	349,240.96

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

ESCAPE **ONLINE**

Page 22 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
		Total Number of Checks	943
			8,388,492.04
		Less Unpaid Sales Tax Liability	5,393.18
		Net (Check Amount)	<u>8,383,098.86</u>

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

ESCAPE **ONLINE**

Page 23 of 23

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
011404	03/11/2015	BOOGIE WOOGIE BABY	1,404.00
011405	03/13/2015	LIL' CHEF SCHOOL	5,688.00
011406	03/13/2015	MAD SCIENCE OF ORANGE COUNTY	12,870.00
011407	03/13/2015	POSTMASTER	21,100.03
011408	03/20/2015	ACADEMIC CHESS C/O ADAM BRODY	12,390.00
011409	03/20/2015	BRICKS 4 KIDZ ALC ENTERPRISES	1,737.00
011410	03/20/2015	YOUNG REMBRANDTS KATHLEEN M. ANGEL	3,924.00
011411	03/20/2015	SAHEL YOGA LLC	576.00
011412	03/20/2015	GREGORY J. ATWOOD THE GLASS SPECTRUM	625.00
011413	03/20/2015	BRAINSTORM STUDIOS	954.00
011414	03/20/2015	CONVERSA INC	990.00
011415	03/20/2015	CULINARY COOKING KIDS, LLC	4,719.00
011416	03/20/2015	FIT KIDS AMERICA	8,214.00
011417	03/20/2015	FUTURE BUILDERS WITH BRICKS	450.00
011418	03/20/2015	ESTELLA GARRISON	117.00
011419	03/20/2015	GOOD TIMES TRAVEL, INC.	4,056.00
011420	03/20/2015	ART JUST CREATE IT	1,822.80
011421	03/20/2015	TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE	270.00
011422	03/20/2015	LIL' CHEF SCHOOL	3,204.00
011423	03/20/2015	MAD SCIENCE OF ORANGE COUNTY	6,516.00
011424	03/20/2015	THOMAS AUDIE PEAVYHOUSE	630.00
011425	03/20/2015	JANET L. MILLER	90.95
011426	03/20/2015	ONE ON ONE BASKETBALL, INC	2,466.00
011427	03/20/2015	APRIL D. SAYEGH	420.00
011428	03/20/2015	ARRON SEARCY	35.54
011429	03/20/2015	NATHAN SEARCY	58.25
011430	03/20/2015	SUPER READERS SUPER CHEFS	1,170.00
011431	03/20/2015	BRAIN BUILDERS EDUCATIONAL PROGRAMS	3,906.00
011432	03/31/2015	WIKI THINK	12,673.36
011433	03/31/2015	COHEN-NAGLESTAD ENTERPRISES LLC	717.50
011434	03/31/2015	EDUCATION TO GO	1,096.00
011435	03/31/2015	INSIGHT SYSTEMS GROUP, INC.	1,016.09
011436	03/31/2015	TGA OF SOUTH ORANGE COUNTY C/O ANTHONY LEONE	883.36
011437	03/31/2015	THOMAS AUDIE PEAVYHOUSE	1,050.00
011438	03/31/2015	OFFICE MAX INCORPORATED	226.47
011439	03/31/2015	SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT	51.60
Total Number of Checks			36
			118,117.95

Includes checks for only Bank Account SC-CMED

## Fund Summary

Fund	Description	Check Count	Expensed Amount
09	SC Community Education Fund	36	118,117.95
Total Number of Checks		36	118,117.95
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			118,117.95

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

ESCAPE **ONLINE**

Page 1 of 1

Checks Dated 03/11/2015 through 04/07/2015

Check Number	Check Date	Pay to the Order of	Check Amount
009364	03/13/2015	CATHLEEN GREINER	248.04
009365	03/13/2015	OFFICE MAX INCORPORATED	75.35
009366	03/20/2015	EDUCATION TO GO	1,695.00
009367	03/20/2015	LIFE COLLEGE	1,400.00
009368	03/20/2015	VISION STRIKE, INC	637.50
009369	03/26/2015	EDUCATION TO GO	767.50
Total Number of Checks			6
			4,823.39

Includes checks for only Bank Account IVC-CMED

## Fund Summary

Fund	Description	Check Count	Expensed Amount
07	IVC Community Education Fund	6	4,823.39
Total Number of Checks		6	4,823.39
Less Unpaid Sales Tax Liability			.00
Net (Check Amount)			4,823.39

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

ESCAPE 

Page 1 of 1



**TO:** Board of Trustees

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

**RE:** SOCCCD: Purchase Orders/Confirming Requisitions

**ACTION:** Ratification

---

### **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 P15-03856 through P15-04245 amounting to \$3,364,434.33 and P16-00001 through P16-00025 amounting to \$200,329.32 are submitted to the Board of Trustees for approval. Confirming requisitions dated March 11, 2015 through April 7, 2015 totaling \$150,975.48 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
P15-03856	MISSION AUTO EQUIP & LIFTS		Replacment of Air Dyer	6,702.28
P15-03857	CENTRAL RESTAURANT PRODUCTS		Cullinary Arts Equipment	7,843.23
P15-03858	SEHI PROCOMP COMPUTER PRODUCTS		CRC-Tech-Art-Printer/Scanner	4,836.19
P15-03859	UCS, LTD.		Hammer Throw Netting Equipment	11,021.92
P15-03860	SHEET MUSIC PLUS		Sheet Music for Jazz Studies	87.75
P15-03861	B & H PHOTO	Bldg W/Com Arts	Wireless Transmitter for Monitoring	2,440.80
P15-03862	AARDVARK CLAY AND SUPPLIES		Underglazes, Throwing Bats and Tool Kits	4,585.83
P15-03863	SEHI PROCOMP COMPUTER PRODUCTS		Scanner	983.88
P15-03864	MEDIA EDUCATION FOUNDATION		DVD	144.77
P15-03865	APCO GRAPHICS, INC.		Lab Signage	379.55
P15-03866	RDK SIGNS & GRAPHICS, INC. dba FASTSIGNS OF LAKE FOREST		Directional Sign Replacement	96.16
P15-03867	AMSTERDAM PRINTING & LITHO Att n: MATT SPLITGERBER		Calendars	175.92
P15-03868	AIR SOURCE INDUSTRIES, INC.		Oxygen Tank Replacement Part	89.90
P15-03869	PACIFIC WINDS BUILDING INC.		Radio Transmitter Building Project	150,000.00
P15-03870	CLEAN CUT LANDSCAPE		Parking lot 9 & 10 Landsape	119,610.00
P15-03871	CHARLES BELK		Guest Speaker	100.00
P15-03872	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		iMac Refresh for DSPS	11,913.84
P15-03873	PLAN NET CONSULTING, INC.		Consulting Services for Wireless Expansion SC&IVC	83,570.00
P15-03874	NINYO & MOORE		Geotech Investigation - IVC First Bldg	36,632.00
P15-03875	BKF ENGINEERS		Foundation, Piles & Drainage Ditch Survey	10,000.00
P15-03876	C.E.M. LAB CORP. CIVIL ENGINEE RING MATERIAL LAB		Geotech Testing-Site Demo & Storm Wtr Ditch Const	3,114.00
P15-03877	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		iPads for DSPS Students	1,549.08
P15-03878	OFFICE MAX A BOISE COMPANY		Headsets for New Phone Equipment	2,609.19
P15-03879	ORANGE COUNTY REGISTER		BGS FIRE Repairs Proj Bid 2031 2/3 & 2/10/15	2,566.00
P15-03880	JASON MALETIC dba BLUE COAST CONSULTING		DSA Class 1 Inspection Services	145,145.00
P15-03881	HITT MARKING DEVICES, INC.	SC WAREHOUSE	Self Inking Stamps	37.64
P15-03882	CALIFORNIA METAL-X		Bronze	2,781.00
P15-03883	HITT MARKING DEVICES, INC.		Custom Stamp/Nameplate	92.75
P15-03884	HITT MARKING DEVICES, INC.		Self-inking Custom Stamps	38.95
P15-03885	KIMBALL INTERNATIONAL C/O UNIT ED INTERIORS		Office furniture - OOI & Research Office	722.43
P15-03886	WELLS FARGO #2785		Geog Camp Supplies Wal-Mart	344.06
P15-03887	WELLS FARGO #4955 ASG-SBC		Canopy Side Wall	109.38
P15-03888	LEONARD PETTIS dba BRILLIANT S OLUTIONS		DSN Consultant	60,000.00
P15-03889	SCANTRON CORPORATION		Scantron Machines Shipping	17.12
P15-03890	NANCY BRACKEN		Costume Reimbursement Misc.	300.00
P15-03891	CARIE CRUZ		Workshop Panellist	35.00

\*\*\* 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
P15-03892	ORANGE COUNTY REGISTER		Bid 311 - 1/28 and 2/4	1,350.00
P15-03893	JAMECO ELECTRONICS		Powerl Supplies - Electronics	295.90
P15-03894	JOAQUIN FUSTER		Harpsichord	13,080.00
P15-03895	DELL MARKETING		Toner Cartridge	174.95
P15-03896	AWAKENING AVATAR ENTERPRISES d ba CHICAGO AIRBRUSH		Make-up Airbrush Compressor, Gun, Accessories	1,974.51
P15-03897	MARKERTEK VIDEO SUPPLY 1 TOWER DRIVE	Bldg W/Com Arts	Table Mic Stands for KSBR & Studio	118.14
P15-03898	TAKACH PRESS CORP.		Printmaking Tariaton Fabric	217.40
P15-03899	EUROPRINT, INC.		Printing of B-Ball Media Guide	753.84
P15-03900	KAPLAN EARLY LEARNING COMPANY		Pan Balance	74.40
P15-03901	KELLY PAPER		Recycled Printer Paper	96.10
P15-03902	EDUCATIONAL MAPS & GLOBES, LLC		Geog/Hist Maps	1,287.38
P15-03903	WELLS FARGO #3317 (DISTRICT)		Psychology DVD Set	1,078.59
P15-03904	RICOH USA CORP ATTN: SOUTHERN CALIF BILLING		Power Press Windows 7 OS Upgrade	2,418.12
P15-03905	ERIC ARMIN INC dba EAI EDUCATI ON		Teaching Aids for Math Class	103.37
P15-03906	FISHER SCIENTIFIC		Instruc Equip Analytical Balances Order	22,521.41
P15-03907	FLAG SYSTEMS, INC.		Commencement Sound	3,900.00
P15-03908	SOUTHLAND INSTRUMENTS, INC.	IVC Life Sci	Inverted Microscope for Life Sciences 2014-2015	6,001.04
P15-03909	SOUTHLAND INSTRUMENTS, INC.	IVC Life Sci	Instructional Equipment Life Sciences 2014-2015	5,261.76
P15-03910	SOUTH COAST A.Q.M.D		General Diesel Fee	331.81
P15-03911	SOUTH COAST A.Q.M.D		Flat Fee for Last Fiscal Emissions	119.76
P15-03912	S & B FOODS CATERING DIVISION		Refresh for Sustain. & Resource Mgmt Bd Mtg	90.07
P15-03913	D4 SOLUTIONS INC.		Data Lines for Admissions and Records	1,067.48
P15-03914	CAHIIM ATTN: BENJAMIN REED		Site Visit for Accreditation Process	8,000.00
P15-03915	INTERNATIONAL E-Z UP, INC.		Pro Roller Bag for Canopy	92.57
P15-03916	BOUNDLESS NETWORK		Veterans College Promotional Pens/Pencils	563.60
P15-03917	SOURCE GRAPHICS		Engineering Bond	144.23
P15-03918	SUBWAY SANDWICHES & SALADS		Lunch for High School Partnership Council	190.00
P15-03919	TAMS-WITMARK MUSIC LIBRARY		Missing Book Charlie Brown	20.00
P15-03920	SCIENTIFIC SALES, INC.		Geography Weather Station	2,744.28
P15-03921	DICK BLICK COMPANY	IVC Warehouse	Arches Watercolor Paper	205.74
P15-03922	WELLS FARGO #3317 (DISTRICT)		Digital Yacht Smart Antenna	326.05
P15-03923	NANCY BRACKEN		Reimbursement Costume Supplies	2,000.00
P15-03925	ULINE, INC.		Towels for Library Computers	43.00
P15-03926	ULINE, INC.		Storage Racks and Shrink Wrap	1,343.85
P15-03927	DICK VOSPER BROADCAST SERVICES		Remove & Replace Radio Transmitter Equipment	19,275.00
P15-03928	HITT MARKING DEVICES, INC.		Custom Date Stamp	76.16
P15-03929	JAY HELEKAR dba HL CONSTRUCTIO N MANAGEMENT		Construction Estimating Services	16,800.00

\*\*\* 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 

Page 2 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03930	BERNARDS BROS, INC. dba BERNARD BROS.		Const Mgmt Svcs, Tech. & Applied Sci. Swing Space	312,100.00
P15-03931	CALIFORNIA CHAMBER OF COMMERCE		Compliance Poster	51.73
P15-03932	WELLS FARGO #3317		Server	5,717.02
P15-03933	BRANDEDITEMS, INC		Recycled Pen, Note and Flag Set.	574.24
P15-03934	WELLS FARGO #3317 (DISTRICT)		Printers, Ink Cartridges	736.54
P15-03935	AARDVARK CLAY AND SUPPLIES		Pedals for Pottery Wheels	1,038.00
P15-03936	CCIE c/o DEBORAH BUDD, TREASURER		Membership Dues	112.50
P15-03937	A-1 FENCE COMPANY		Install Guardrail at Football Field	7,200.00
P15-03938	SIGNATURE CELEBRATIONS		Scholarship Ceremony-15-balloons	440.00
P15-03939	INTERFACE TECHNICAL TRAINING		Powershell Training Course (online)	2,495.00
P15-03940	CAROLINA BIOLOGICAL SUPPLY		Labeling Tape, Periodic Table	245.77
P15-03941	ULINE, INC.		Broken Glass Containers	136.45
P15-03942	NUVENTIVE, LLC		Action Point Planning Services	7,000.00
P15-03943	COPPER HARBOR dba ARTCHEMICALS.COM		Cupric Nitrate Patina	214.42
P15-03944	A-1 AWARDS		Name Badges	157.95
P15-03945	A-1 AWARDS		Saddleback Name Badges	526.50
P15-03946	DICK BLICK COMPANY		Watercolor Paper	317.93
P15-03947	HOME DEPOT MISSION VIEJO STORE #614		Shop Supplies for Design/Model-Making/Prototyping	500.00
P15-03948	KAPLAN EARLY LEARNING COMPANY		Bike Repair Kit	221.34
P15-03949	CDW-G COMPUTER CENTERS		Network and Server Health Monitoring Software	5,800.00
P15-03950	REYNOLDS ADVANCED MATERIALS		Pigments, Plasti-Paste, Foam, Smooth Cast	2,127.14
P15-03951	HITT MARKING DEVICES, INC.		Self Inking Stamp	49.54
P15-03952	RED DIGITAL CAMERA COMPANY	Bldg W/Com Arts	Tools for Red Camera Operators	317.49
P15-03953	WELLS FARGO #2785		Student Supplies	281.43
P15-03954	U.S. TOY CO., INC. (dba) CONST RUCTIVE PLAYTHINGS		Book Sets, Career Puppets, Childcare Supplies	642.05
P15-03955	B & H PHOTO		Extension Cables	282.74
P15-03956	DICK BLICK COMPANY		Mat Cutter	2,024.63
P15-03957	GUISELLE SCOTT		Workshop Trainer	120.00
P15-03958	DEBORAH FRICKE		Workshop Trainer	480.00
P15-03959	ALLSTEEL, INC. C/O QUALITY OFF ICE FURNISHINGS		Furniture for District Services	46,477.98
P15-03960	SO. COAST FIRE PROTECTION		C-Campus Wide Backflow Testing	1,710.00
P15-03961	QUALITY OFFICE FURNISHINGS		Furniture for District Services	6,469.82
P15-03962	KENT HELWIG		Musician for "The Fantastics"	2,000.00
P15-03963	ADRENALIN SPORTS APPAREL DBA JOANN MARIE HYDER		Tennis/Volleyball Services	2,500.00
P15-03964	APPLE COMPUTER, INC. ATTN: HIED SALES SUPPORT		CRC-Tech-Art-Computers	9,758.40
P15-03965	H2 ENVIRONMENTAL CONSULTING SERVICES, INC.		H2 Environmental B200 Testing	2,540.00
P15-03966	JULIE SLARK	SC WAREHOUSE	Consultant	3,600.00

\*\*\* 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 3 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-03967	WELLS FARGO #3317 (DISTRICT)		Instructional Supplies - Electronics	611.94
P15-03968	C.E.M. LAB CORP. CIVIL ENGINEER		Testing & Special Inspection Svcs TAS	123,143.00
	RING MATERIAL LAB		Swing Space	
P15-03969	LISA JANE GORE		Contract Service: Set & Costume Props	900.00
P15-03970	WELLS FARGO #3317 (DISTRICT)		Camera Lens Adapters, Framed Pictures	542.62
P15-03971	SUBWAY SANDWICHES & SALADS		Counselors Professional Development Training	202.00
P15-03972	S & B FOODS CATERING DIVISION		Transfer College Fair - Thursday, April 23, 2015	800.93
P15-03973	CARAHSOFT TECHNOLOGY CORP		Nutanix Storage Platform-District Computer Center	35,351.79
P15-03974	TUSTIN AWARDS, INC.		Teacher of The Year Plaque	11.88
P15-03975	DE LA SECURA, INC. dba DLS BUILDERS		B200 Construction Evaluation	2,950.00
P15-03976	B & H PHOTO		Cameras	6,517.80
P15-03977	EDUCATION FOR SUCCESSFUL PARENTING		Workshop Trainer	690.00
P15-03978	SOUTH COAST A.Q.M.D		Filing Fee for Rule 2202	454.61
P15-03979	DOCTOR'S AMBULANCE SERVICE		First Aid Training for Facilities Maint. Staff	307.50
P15-03980	WELLS FARGO #3317 (DISTRICT)		Propane, Dutch Oven, Percolator	398.27
P15-03981	ROBERT WADDINGTON		Workshop Trainer	120.00
P15-03982	ALLSTAR AWARDS		Nametags	130.62
P15-03983	SMOKE GUARD CALIFORNIA, INC		Troubleshoot Smoke Guard	3,750.00
P15-03984	LISA JANE GORE		Tech Services for "Midsummers Night's"	1,900.00
P15-03985	EMCOR/Mesa Energy Systems		Replacement Hot Water Valves	293.76
P15-03986	TS ENTERPRISES ASSOC. dba ADVANCED TECHNOLOGIES		Instructional Equipment - Electricity/Constr	10,115.64
P15-03987	EVAN STRAND		Contract Services Dancer	150.00
P15-03988	IMAGE APPAREL FOR BUSINESS INC	SC WAREHOUSE	Uniform Shirts	622.84
P15-03989	WELLS FARGO #3317 (DISTRICT)		Cannon Camera Set	1,134.00
P15-03990	AMSTERDAM PRINTING & LITHO Attention: MATT SPLITGERBER		L.E.D. Pens Fee Based Supplies	465.25
P15-03991	HAPPY CHILD PRODUCTS C/O AMERICAN NATIONAL MFG		Rolly Pollie Mats	259.04
P15-03992	CAREER AMERICA, LLC		Fin-Aid TV Renewal	17,000.00
P15-03993	WELLS FARGO #3317 (DISTRICT)		Amazon.com: Snap Circuits, Inventor's Kit, etc.	404.95
P15-03994	CUMMINS-ALLISON CORP.		Shredder Maintenance Agreement	283.80
P15-03995	GROWERS SUPPLY COMPANY	IVC Life Sci	Greenhouse and Garden Supplies	700.00
P15-03996	ARCHIE'S ICE CREAM		Senior Day 2015 - Ice Cream	1,630.00
P15-03997	SIGNATURE CELEBRATIONS		Senior Day 2015 - Balloons	869.40
P15-03998	HOLLYWOOD PHOTO BOOTH		Senior Day 2015 Photo Booth	750.00
P15-03999	HIRERIGHT, INC		Background Checks/Contract	13,000.00
P15-04000	HI-POD		Hi-Pod x23 Robot Ready Endzone Camera	5,193.00
P15-04001	NAT'L SCIENCE TEACHERS ASSOC.		Books	129.65
P15-04002	EASTBAY TEAM SPORTS		Tennis Shoes	192.44
P15-04003	B & H PHOTO		Carson cs-10 Lens Cleaner	215.46

\*\*\* 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 4 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04004	HOME DEPOT MISSION VIEJO STORE #614		Instructional Supplies - Geology	550.00
P15-04005	UNITED INTERIORS		Install Set up Fee for RQ15-05751	1,315.39
P15-04006	SCANTRON CORPORATION		Scantron Quiz Forms	190.57
P15-04007	CAREERBUILDER, LLC		Advertising Services	6,435.00
P15-04008	METALOGIX INTERNATIONAL GMBH		Automatic Email Archive Project	82,902.80
P15-04009	3D RAPID PROTOTYPING INC.		Supplies for PolyJet 360 3D Printer	3,000.00
P15-04010	JAMES DEMING		Workshop Trainer	120.00
P15-04011	ARACELI TRUJILLO		Workshop Panelist	35.00
P15-04012	McMASTER CARR SUPPLY COMPANY		Shop Supplies for Design Model Making	600.00
P15-04013	DIVERSIFIED BUSINESS SERVICES		Staff Name Badges	137.60
P15-04014	WELLS FARGO #3317	IB4	Xbox One Kinect	161.99
P15-04015	COLLABORATIVE BRAINTRUST CONSULTING FIRM		Consultant Contract Payment	6,186.00
P15-04016	JOHN C. DREW dba DREW & ASSOCIATES		Grant and Program Services Consulting	10,000.00
P15-04017	DATEX-OHMEDA, INC.		Panda Infant Bed Warmer	25,207.94
P15-04018	R2A ARCHITECTURE		Shelters Assessment Report at FA	4,950.00
P15-04019	COMPUTERLAND OF SILICON VALLEY		Software for Trade Adjustment Assistance Grant	742.00
P15-04020	MS ABRASIVE CLEANING EQUIPMENT		Walnut Shell Mold Material	193.90
P15-04021	COMPUTERLAND OF SILICON VALLEY		Software License for Acrobat Pro v11	69.00
P15-04022	MARK IV COMMUNICATIONS, INC.		Cable Install for B200 Annex	667.05
P15-04023	MARK IV COMMUNICATIONS, INC.		Cable Install for Student Services Bldg	650.85
P15-04024	BSG GRAPHICS, INC.		Computer Signs	339.02
P15-04025	BSG GRAPHICS, INC.		Student Services Banner	274.82
P15-04026	BSG GRAPHICS, INC.		Student Services Banner	274.82
P15-04027	R. DOUGLAS COLLINS ARBITRATOR		Arbitrator	5,000.00
P15-04028	NEW MILLENIA INC		Library Mural Installation	2,200.00
P15-04029	DANA WHARF SPORTFISHING		Charter for MS20 At-Sea Labs	2,400.00
P15-04030	TABLEAU SOFTWARE		Tableau Contract Services/License	15,250.00
P15-04031	GILBERT & STEARNS, INC.		Smoke Duct Detector Wiring - Student Svcs. Ctr.	2,449.00
P15-04032	SmartSpine Works Company		Pilates Supplies	2,750.00
P15-04033	STEPHEN DOTORATOS		CardioPulmonary Resuscitation Training	405.00
P15-04034	OMERO SUAREZ		Guest Speaker for Student Success Summit	1,000.00
P15-04035	DIGITAL MOUNTAIN, INC.		Ipad Retrieval	250.88
P15-04036	GIZMO DORKS		3D Printer Supplies	800.00
P15-04037	INDUSTRIAL PLASTIC SUPPLY, INC		Acrylic Sheets	594.09
P15-04038	ESSLINGER & COMPANY INC.		Watch Movements for a Student Project	500.00
P15-04039	BOUNDLESS NETWORK		Vinyl Labels	612.00
P15-04040	ROSALBA CERVANTES		Workshop Monitor	35.00
P15-04041	GABRIELA HERNANDEZ		Workshop Panelist	35.00

\*\*\* 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 5 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04042	ARACELI TRUJILLO		Workshop Panelist	35.00
P15-04043	FRY'S ELECTRONICS		Blanket Purchase Order for Supplies	1,550.00
P15-04044	GUISELLE SCOTT		Workshop Co-Trainer	945.00
P15-04045	GUISELLE SCOTT		Workshop Co-Trainer	945.00
P15-04046	ROTO-ROOTER SERV. & PLUMBING H OFFMAN SOUTHWEST CORP		Unclogging M500 and Student Services Center	295.00
P15-04047	ULINE, INC.		Biology Student Safety Glasses	1,992.11
P15-04048	HP CORPORATE HEADQUARTERS		CRC-Replacement Equip-Theatre	3,152.52
P15-04049	ULINE, INC.		Small Tools Equipment List	354.04
P15-04050	MUSSON THEATRICAL-TV-FILM		Perf. Arts Center - Lighting Equipment	38,998.14
P15-04051	AUTOMOTIVE WORKWEAR		Shop Smocks	470.82
P15-04052	UNLIMITED ENVIRONMENTAL, INC.		Environmental Testing	4,790.00
P15-04053	ORANGE COUNTY REGISTER		Bid 312 Beverage Vending Srvcs 3/5 & 3/12/15	1,254.00
P15-04054	ORANGE COUNTY REGISTER		Bid 2032 Const Superintendent Srvcs 3/3 & 3/10/15	1,734.00
P15-04055	AUGUSOFT, INC.		Augusoft Contract Training	2,416.67
P15-04056	P.J. OF SOUTHERN CALIFORNIA IR VINE		Food Items for Counselor's Professional Training	98.81
P15-04057	B & P SERVICES, INC.		Library Room AC Replacement	9,920.00
P15-04058	WOLTERS KLUWER HEALTH		Book for Nursing	30.11
P15-04059	PRO GROUP CO.		Sketch Paper	473.34
P15-04060	INSIGHT MEDIA		DVD's	520.98
P15-04061	STATE OF CALIFORNIA BOARD OF E QUALIZATION		CY2014 Use Tax	38,903.18
P15-04062	PRESIDIO NETWORKED SOLUTIONS		Network Refresh SmartNet True-Up	3,188.13
P15-04063	IVC FOUNDATION		Facility Rental Partnership Agreement w/ W.Soccer	675.00
P15-04064	USA SHADE & FABRIC STRUCTURES, INC.		Child Care Center Shade Structure Fabric	3,820.00
P15-04065	PROSERV PLUMBING & DRAIN		Annual backflow valve maintenance	2,000.00
P15-04066	PYRO-COMM SYSTEMS		Fire system test repairs	1,150.00
P15-04067	APPLE COMPUTER, INC. ATTN: HIE d SALES SUPPORT		Volume purchase program credit	3,000.00
P15-04068	DELL MARKETING		Dell laptop and mouse for ATEP	1,766.66
P15-04069	U.S. POSTAL SERVICE		Business reply mail permit renewal	220.00
P15-04070	NETOP		Netop Vision Pro Software	973.00
P15-04071	PACIFIC PARKING SYSTEMS, INC.		Concrete pad for pay station	1,500.00
P15-04072	ANCHOR OPTICS		6" Concave Spherical Mirror	89.09
P15-04074	LAWNMOWERS ETC., LLC		Grounds equipment	2,483.20
P15-04075	SO. COAST FIRE PROTECTION		Backflow Repair Parts	637.20
P15-04076	MIGHTY MOVER TRAILERS, INC.		Emeritus Pro Lite Enclosed Trailer parts	160.16
P15-04077	PARADIGM, INC.		Printing of reissued diplomas/certificates	87.88
P15-04078	SOUTH COAST A.Q.M.D		AQMD filing fee	454.61
P15-04079	SADDLEBACK MATERIALS COMPANY		Landscape Project	1,472.58
P15-04080	TRAFFIC MANAGEMENT INC.		Barricade	2,153.52

\*\*\* 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 6 of 11



(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04081	TAKACH PRESS CORP.	.	Drying Rack for Art Studio	2,292.00
P15-04082	McMASTER CARR SUPPLY COMPANY	.	shop supplies for design model-making	388.34
P15-04083	TELEMATE.NET SOFTWARE		Call Center Mgmt and Reporting-Network Refresh	16,421.00
P15-04084	PARADIGM, INC.		Printing Summer 2014 Diplomas/Certificates	2,229.09
P15-04085	BAKER & TAYLOR	.	library materials.	22,406.17
P15-04086	AARDVARK CLAY AND SUPPLIES		Clay, grog	2,775.60
P15-04087	ART SUPPLY WAREHOUSE		for supplies for Arch classes	1,665.00
P15-04088	PROGRESSIVE BUS. PUBLICATIONS		Subscription of Publication	299.00
P15-04089	STEVE TEH		Reimbursement for Assay Kit: Student Use	179.00
P15-04090	HP CORPORATE HEADQUARTERS	.	Staff computer refresh	696,173.67
P15-04091	VEOLIA ENERGY NORTH AMERICA HOLDINGS INC		Annual Air Emissions Report	9,500.00
P15-04092	DELL MARKETING	.	PowerEdge M630 Blade Server	165,684.04
P15-04093	TANGRAM INTERIORS		Desks	115,666.38
P15-04094	RIVERSIDE PUBLISHING		Woodcock-Johnson Assessment Forms	6,548.35
P15-04095	CUSTOMER SERVICE - ORDERS			
P15-04095	LIVESCRIBE		Smartpens/Notebooks for Students	7,979.01
P15-04096	FISHER SCIENTIFIC		Batteries	757.78
P15-04097	LIVE WELL MEDICAL SUPPLIES		Equipment for Kinesiology	10,098.76
P15-04098	WELLS FARGO #4963		Field Studies Campsite Reservations	250.25
P15-04099	TWENTY SIX DESIGN	.	Online Software Subscription	715.00
P15-04100	SEHI PROCOMP COMPUTER PRODUCTS		Printer and Toner Cartridge	322.16
P15-04101	PEARSON CLINICAL (PsychCorp)		Assessment Kit & Score Report	1,567.77
P15-04102	CDW-G COMPUTER CENTERS		Network Refresh VoIP/Network Cables	3,656.10
P15-04103	APPLE COMPUTER, INC. ATTN: HIED SALES SUPPORT		iPad Air 2 and Apple Accessories	863.76
P15-04104	DEWEY'S APPLIANCES		Appliances	1,155.60
P15-04105	CDW-G COMPUTER CENTERS		Keyboard Drawer	106.20
P15-04106	EDUCATIONAL MAPS & GLOBES, LLC		Map Brackets	21.24
P15-04107	BORG EQUIPMENT & SUPPLY CO.		Parts-Stock Tired Valve Stem	226.15
P15-04108	BECKMAN COULTER, INC.	IVC Life Sci	Centrifuge Bottles	138.06
P15-04109	JOHN DEERE LANDSCAPES, INC.		Irrigation Parts for Campus Landscape	395.36
P15-04110	DEPT. OF PESTICIDE REGULATION		Training for Pesticide License	180.00
P15-04111	SCANTRON CORPORATION	.	Scantron Forms	83.81
P15-04112	ULINE, INC.		Safety Equipment for Manufacturing Classes	188.13
P15-04113	HIGHMARK, INC. c/o SIERRA SCHOOL EQUIPMENT CO		Chair	351.76
P15-04114	BSG GRAPHICS, INC.		Student Success Flags	429.47
P15-04115	ARTCRAFT AND FOREMOST INC. DBA PROMOTIONS NOW		Emery Boards	317.62

\*\*\* 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 7 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04116	HERFF JONES, INC. DIPLOMA SPECIALISTS		Diploma Covers	2,273.70
P15-04117	WAXIE SANITARY SUPPLY		Custodial Replacement Equipment	1,706.51
P15-04118	WAXIE SANITARY SUPPLY		Supplies for Balance of the Year	539.14
P15-04119	LAKESHORE LEARNING MATERIALS		Round Table, View Box Lids , Crawl and Climb	764.53
P15-04120	SCHOOL SPECIALTY, INC.		Rocking Boat Steps	401.63
P15-04121	GENESIS, INC.		Lab Supplies for Ecology Owl Pellets	377.64
P15-04122	PENNY SKAFF		Food for Counselor's Professional Training	100.00
P15-04123	BOUNDLESS NETWORK		Table Covers	662.78
P15-04124	DICK BLICK COMPANY		Supplies for Horticulture 7	176.96
P15-04125	MAIN GRAPHICS		Scholarship Program Printing	899.21
P15-04126	BOUNDLESS NETWORK		4 GB USB Drives	556.20
P15-04127	DICK BLICK COMPANY		Curve Stick, Rulers, Gesso	339.67
P15-04128	WELLS FARGO #2496		Refreshments	563.60
P15-04129	SOUTH COAST A.Q.M.D		Filing Fee	571.85
P15-04130	CEM HOLDINGS CORP dba CEM CORPORATION		Environmental Testing of Soil Samples	3,590.00
P15-04131	EPLUS TECHNOLOGY, INC		Monitoring Equipment and Supplies	903.60
P15-04132	LIGHTER THAN AIR BALLOON DECORATING		Lighter Than Air Balloon: Transfer Event	443.88
P15-04133	JODY WALLACE		Trauma Informed Parenting Panelist	945.00
P15-04134	SUSAN DROGO		Trauma Informed Parenting Workshop Monitor	35.00
P15-04135	YVETTE ESTRADA		Trauma Informed Parenting Panelist	35.00
P15-04136	KIMBERLEY J. HARVIE		Trauma Informed Parenting Panelist	35.00
P15-04137	CARLOS ZELAYA		Trauma Informed Parenting Panelist	35.00
P15-04138	CDW-G COMPUTER CENTERS		Dual Monitor Switches	1,521.89
P15-04139	S & B FOODS CATERING DIVISION		Career Technical Education Advisory Events	1,000.00
P15-04140	CPP, INC. DAVIES BLACK PUBLISHING		Assessments	1,143.32
P15-04141	SPECTRUM LABORATORY PRODUCTS		Instructional Supplies - Batteries	625.73
P15-04142	VWR		Instructional Supplies - Batteries	530.32
P15-04143	GALE SUPPLY COMPANY		Custodial supplies	2,706.37
P15-04144	AVDB GROUP		Media Upgrades	118,989.55
P15-04145	WARD'S SCIENCE		scale, Instructional supplies - Geology	467.28
P15-04146	NEWPORT CORP.		Newport Cylindrical Laser Mounts	2,564.35
P15-04147	AVALON TENT & PARTY		2015 Commencement Order	3,863.70
P15-04148	ARAMEDIA		Persian Tutor CD-Rom	349.00
P15-04149	PASCO SCIENTIFIC		Starter Dynamics Track - Physics	235.84
P15-04150	DICK BLICK COMPANY		Art/Oils, Papers, Matte, Crayon, Charcoal Pencils	3,650.70
P15-04151	MSC INDUSTRIAL SUPPLY CO.		Bondo	146.32
P15-04153	NETSUPPORT		NetSupport School for DSPS	290.16
P15-04154	STORMWIND STUDIOS	SC WAREHOUSE	Stormwind Additional Training Modules	8,470.00
P15-04155	SPECTRUM LABORATORY PRODUCTS		Chemical for Use in Student Lab Project	145.10
P15-04156	SOCO GROUP INC.		Vehicle Fleet Maintenance	1,672.89

\*\*\* 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 8 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04157	R2A ARCHITECTURE		Design Service for Floor System in VII 33-1	4,988.50
P15-04158	TERMITE TERRY PEST CONTROL		C-Bee Extermination at Adv. Tech. Edu. Park	200.00
P15-04159	WORTHINGTON DIRECT		Workbenches	7,457.37
P15-04160	KEVIN FLEMING TELOS		Animation Video	18,000.00
P15-04161	EDUCATIONA L SERVICES IBM		Statistics Academic Authorized User Licenses	18,120.00
P15-04162	UCI GUEST AND EVENT SERVICES		2015 Classified Staff Day	15,000.00
P15-04163	UNISOURCE WORLDWIDE		2 Part Carbonless Copy Paper	587.74
P15-04164	RIVERSIDE PUBLISHING		Assessment Tests	2,286.19
P15-04165	CUSTOMER SERVICE - ORDERS BERKELEY MEDIA LLC SAUL ZAENTZ FILM CENTER		Dvd	333.60
P15-04166	CHRIS BOOKE		Musician for Fantastics	1,020.00
P15-04167	JEFFREY SEGAL		Contracted Musician	1,020.00
P15-04168	SAN CLEMENTE ART SUPPLY		Watercolors	218.79
P15-04169	QUARTERMASTER		Campaign Hat	111.38
P15-04170	AUTOMOTIVE ELECTRONIC SERVICES		Hybrid Vehicle Testing Equipment	1,287.86
P15-04171	SCHOOL SPECIALTY, INC.		Linoleum Unmounted	465.75
P15-04172	BLACKBAUD, INC.		BlackBaud Renewals	7,532.75
P15-04173	A-1 AWARDS		Plaque for Outgoing Student Trustee	101.27
P15-04174	MAIN GRAPHICS		Brochures	2,038.09
P15-04175	CPP, INC. DAVIES BLACK PUBLISHING		SkillsOne Online College Assessments	3,913.75
P15-04176	SOUTH COAST A.Q.M.D. Californi a Air Toxics		Air Toxics Program Fee	221.62
P15-04177	PACIFIC COLOR PRINTING		Rack Cards	210.60
P15-04178	B9CREATIONS, LLC		3D Printer - Perkins	3,844.20
P15-04179	PATON GROUP		Object Printer for Manufacturing	60,298.00
P15-04180	eLEARNING BROTHERS LLC		Grant Medical Template Stock User	1,339.00
P15-04181	DICK BLICK COMPANY		Photo Projector	1,393.20
P15-04182	THORLABS, INC.		Fiber Patch, Led Mount, Socket - Astronomy	628.84
P15-04183	TNR TECHNICAL, INC.		Batteries for Theatre	877.92
P15-04184	WHITAKER BROS. BUSINESS MACH.		Whitaker 2604 Paper Shredder	1,604.88
P15-04185	CDW-G COMPUTER CENTERS		Scanners for Purchasing Dept. & Warehouse	3,561.21
P15-04186	WELLS FARGO #3317 (DISTRICT)	IB4	Bioenno Power: Lifepo4 Battery	80.29
P15-04187	PATON GROUP		Image Cure Resin	1,246.10
P15-04188	FIRE MOUNTAIN GEMS & BEADS INC		Clasps, Stinque Cords Various Colors	76.14
P15-04189	CARAVAN CANOPY INT'L, INC.		Canopy	1,137.31
P15-04190	JERRY A. ESMAY dba AUTO SERVICE SYSTEMS		Smog Tech Update Course	300.00
P15-04191	BOLO PRODUCTIONS DAVID SUKONIC	IVC Warehouse	Dance Video	108.00

\*\*\* 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 9 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04192	BSG GRAPHICS, INC.		Brochure and Design	540.00
P15-04193	CRAMER MARDER ARTISTS NY dba C M ARTISTS NEW YORK	.	Guest Artist	4,000.00
P15-04194	CLARK SECURITY PRODUCTS	.	Electronic Locks Software Upgrade	530.13
P15-04195	WESTWIND SAILING, LLC		Capri Sailboat Lease for Fall 2014	336.00
P15-04196	THOMSON REUTERS WEST PAYMENT C ENTER		Ca Education Code 2015 Pamphlet	114.50
P15-04197	STABILIZER SOLUTIONS, INC.		Baseball field Material palets	7,992.60
P15-04198	BSN SPORTS		Baseball Equipment BSN Sports	7,624.43
P15-04199	LIVESCRIIBE		Smart pen accessories for DSPS students	428.67
P15-04200	D4 SOLUTIONS INC.	.	Data Lines for Library 208	1,003.57
P15-04201	DISCOUNT SCHOOL SUPPLY SALES D EPARTMENT		Paints, Brushes, Glitter, Glue, Childcare Supplies	1,390.41
P15-04202	WELLS FARGO #3317		Amazon: DVD	23.81
P15-04203	WELLS FARGO #3317 (DISTRICT)		Amazon: Laptop Locks	445.78
P15-04204	WELLS FARGO #3317		Amazon: DVD's	79.92
P15-04205	U.S. TOY CO., INC. (dba) CONST RUCTIVE PLAYTHINGS		Storage Tubs	63.94
P15-04206	WELLS FARGO #3317 (DISTRICT)		Amazon: Fuser Unit for Printer	45.34
P15-04207	WELLS FARGO #2785		FireTect: Fire Proof Container	48.83
P15-04208	WELLS FARGO #2785		The Container Store: Athletic Display	77.85
P15-04209	WELLS FARGO #3317		Amazon: DVD's	65.70
P15-04210	WELLS FARGO #3317 (DISTRICT)	.	Flytec Computers: Airmax Bridge	144.72
P15-04211	NTH GENERATION COMPUTING	.	SharePoint Microsoft Consulting Services	14,700.00
P15-04212	WELLS FARGO #2785		Saderma Leather: Material for Students	496.80
P15-04213	NYHART EPLER		Actuarial Consulting Services	7,000.00
P15-04214	MARK IV COMMUNICATIONS, INC.		Cables for District Services Cubicle Reconfig	2,777.84
P15-04215	JAMEY AEBERSOLD JAZZ, INC.		Book	27.66
P15-04216	ML FILTERS		Filter for Swamp Cooler, Indoor Comfort Supply	442.89
P15-04217	GUEST ARTISTS		Technicians for Guest Artist for Bonnie & Clyde	17,200.00
P15-04218	OFFICE MAX A BOISE COMPANY		Charge Cart for Transfer Center Laptops	1,770.27
P15-04219	CDW-G COMPUTER CENTERS	.	Desktops and Printer	3,577.89
P15-04220	SEHI PROCOMP COMPUTER PRODUCTS		Copier/Printer	5,559.94
P15-04221	HP CORPORATE HEADQUARTERS		Lab Laptops	41,814.96
P15-04222	DAVID ABELLA		Windscreen for the Baseball Field	6,669.00
P15-04223	CDW-G COMPUTER CENTERS		Misc Computer Related Hardware	12,564.07
P15-04224	COUSIN'S VIDEO, INC.		Instructional Equipment for Health Fitness	300.38
P15-04225	EASTBAY TEAM SPORTS		Tennis Supplies	559.33
P15-04226	CDW-G COMPUTER CENTERS	.	Hard Drive Gegausser	3,595.94
P15-04227	SHAW INDUSTRIES, INC. dba PATC RAFT		Floor Tile Replacement Items	750.73
P15-04228	SEHI PROCOMP COMPUTER PRODUCTS		Printer for Honors	476.88

\*\*\* 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 10 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P15-04229	LIBERTY DISTRIBUTION COMPANY		Tennis Supplies	191.45
P15-04230	???		womens soccer supplies	609.00
P15-04231	HP CORPORATE HEADQUARTERS		Laptop	1,357.33
P15-04232	FISHER SCIENTIFIC		Spectrometer for Student Use	14,904.23
P15-04233	BARBIZON LIGHT OF THE ROCKIES	Bldg W/Com Arts	Lighting System for Studio Enhancement	15,948.66
P15-04234	FOLEY CONSULTING LLC		Factory Tour Passes	306.00
	CHOCXO BE AN TO BAR CHOCOLATE			
P15-04235	STUDY IN THE USA INC.		Int'l Student Program - Online Advertising	5,850.00
P15-04236	PROACTIVE CONSULTING GROUP AIR RESOURCES BOARD		Registration Fee for Portable Diesel Engines	1,240.00
P15-04237	SCULPTURE DEPOT		Gating Wax	917.50
P15-04238	DICK BLICK COMPANY		Paper, Linoleum	2,377.05
P15-04239	BOB MARTIN CO.		Wire for Fine Arts	439.12
P15-04240	UPSNAP USA INC		Mobile Ads	3,000.00
P15-04241	STATUE.COM, INC.		Geometrical Shape Sets	1,271.99
P15-04242	WELLS FARGO #3317		Amazon: Card Reader for Digital Memory Cards	258.88
P15-04243	WELLS FARGO #3317		Amazon: Lab Spatulas	82.10
P15-04244	WELLS FARGO #3317 (DISTRICT)		Medical Support Products: Disposable Mouthpieces	100.44
P15-04245	ACCUVANT INC.		Internet Firewall Security Audit	14,400.00
Total Number of POs			387	Total 3,364,434.33

## Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	356	1,340,866.71
12	Child Development Fund	6	3,100.89
40	Capital Outlay Fund	25	2,013,466.73
71	Retiree Benefit Fund	1	7,000.00
Total			3,364,434.33

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 11 of 11

(See Last Page) \*\*\*

PO Number	Vendor Name	Loc	Description	Order Amount
P16-00001	NETSUPPORT	SC WAREHOUSE	NetSupport Maintenance Renewal	260.07
P16-00002	SOLARWINDS	.	Solarwinds Maintenance Renewal	395.00
P16-00003	KURZWEIL EDUCATION SYSTEMS ATT N: KURZWEIL ORDER ENTRY	.	Kurzweil Licenses for DSPS	11,475.00
P16-00004	WOLTERS KLUWER HEALTH	.	Nursing Magazine Subscription	147.00
P16-00005	CHRONICLE OF HIGHER EDUCATION	.	The Chronicle 2015/2016	91.00
P16-00006	ALLDATA LLC	.	Subscription Renewal for Tech & Applied Sci.	975.00
P16-00007	MEDIA CONTROL SYSTEMS, INC.	.	Channel 39 Cablecast Software	1,500.00
P16-00008	MERIDIAN IT INC	.	Assurance Nutanix Main/Support In Village4 (Workday)	13,201.32
P16-00009	IDERA, INC.	.	Idera Diagnostic Manager Renewal	1,996.00
P16-00010	ACCUVANT INC.	.	McAfee Vulnerability Assessment Tool Renewal	22,682.24
P16-00011	WEST COAST TECHNOLOGY	.	Dell EqualLogic storage device maintenance renewal	42,066.00
P16-00012	CDW-G COMPUTER CENTERS	.	Maintenance Renewal	888.00
P16-00013	LYNDA.COM, INC.	.	SharePoint Training Licenses Renewal	3,250.00
P16-00014	ACCUVANT INC.	.	Firewall Security Support-VIL4 (Workday Proj)	10,428.49
P16-00015	THE LIBRARY OF CONGRESS CATALOGING DISTRIBUTION SVC.	.	Catalogers Desktop Renewal FY15/16	525.00
P16-00016	SCANNX INC	.	Yearly Maintenance for Scannx Scanner Library	842.40
P16-00017	ALA STORE AMERICAN LIBRARY ASSOCIATION	.	Toolkit Institutional License Renewal	180.00
P16-00018	TAMS-WITMARK MUSIC LIBRARY	.	Royalties & Rental for Charlie Brown Christmas	1,387.80
P16-00020	MAIN GRAPHICS	.	Business Cards Orders for College FY15-16	5,000.00
P16-00021	MUSIC THEATRE INTERNATIONAL	.	License & Royalty for Mary Poppins	1,447.86
P16-00022	MAPLESOF	.	Maple Software Renewal	2,400.00
P16-00023	MERIDIAN IT INC	.	VMware Horizon Enterprise Licenses for Nutanix	74,071.14
P16-00024	SPIE SALES	.	Reserving Booth Rental for Photonics West	2,430.00
P16-00025	HP CORPORATE HEADQUARTERS	.	Alpha Extension License Renewal	2,690.00
Total Number of POs			24	Total 200,329.32

## Fund Recap

Fund	Description	PO Count	Amount
01	General Fund	21	102,628.37
40	Capital Outlay Fund	3	97,700.95
Total			200,329.32

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 1

Includes 03/11/2015 - 04/07/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-04290	NANCY MONTGOMERY	Health Services Ass'n Cal. Com Colleges conf.	575.26
RQ15-04382	CHERYL LOMMATSCH BARRETT	ConfReimb-Yuma Symposium	600.00
RQ15-05074	ROY MC CORD	Reimburse Int. Soc. for Optics photonics conf.	1,943.23
RQ15-05198	BEN BURNETT	Reimbursement for Vehicle Cost	223.00
RQ15-05285	KATHLEEN WERLE	Ca. Com. Col. Chief Instruc. Officer Conf.	1,375.00
RQ15-05342	KAREN MARTIN	Ca Comm. Coll. Classified Senate Board Meeting	1,565.00
RQ15-05345	DEBRA L. FITZSIMONS	Western Ass'n of Col. & Univ. Bus. Officials Conf	2,124.00
RQ15-05387	CAROL HILTON	CASBO Workshops (April 2015)	1,010.00
RQ15-05391	PACIFIC COACHWAYS	Bus for El Field Trip	1,128.00
RQ15-05535	BRANDYE D'LENA	Ass'n of Chief Bus. Officials task force meetings	104.40
RQ15-05547	LISA ANH H WANG	Academic Academy Student Equity Conference	771.23
RQ15-05548	REBECCA BECK	Academic Academy Student Equity Conference	645.00
RQ15-05549	MARIA NUNEZ	Academic Academy Student Equity Conference	771.23
RQ15-05588	PATRICK HIGA	Taxi Services	102.55
RQ15-05610	TAMARA BOSTWICK	CA Com. Col. Ass'n for Occupational Ed. Conf	1,014.46
RQ15-05649	KURT MEYER	Phi Theta Kappa Academic Team Awards Conf.	1,974.97
RQ15-05655	GRISEL HEREDIA	Ca. Ass'n of Com. Col. Reg. & Admin. Of. Conf.	775.62
RQ15-05658	LARRY RADDEN	Phi Rho Pi Nat'l Tournament	32,379.72
RQ15-05664	CHRISTIAN ALVARADO	Ca. Ass'n of Com. Clg. Reg. & Ad. Of. Conf.	775.62
RQ15-05680	PACIFIC COACHWAYS	Grant, Bus for B2E trip to JPL	727.23
RQ15-05684	TOD A. BURNETT	Accrediting Commision for Com. & JC Symposium	235.00
RQ15-05693	ELIZABETH CIPRES	Reimb: Assn. of Ca Comm. Coll. Admin. Conference	620.20
RQ15-05699	KAY RYALS	Honors Transfer Council Conference	4,470.00
RQ15-05700	SCHOLARSHIPS	Scholarship for Textbooks	463.42
RQ15-05706	ELIZABETH CIPRES	Reimb: Nat'l Behavioral Intervention Team Assn	100.00
RQ15-05716	POSTMASTER	Postage Expenses	530.20
RQ15-05717	ELIZABETH CIPRES	Reimburse Title IX Training	2,700.15
RQ15-05731	INT'L SOCIETY OF ARBORICULTURE	Online Irrigation Certification	250.00
RQ15-05743	DEBRA L. FITZSIMONS	Nat'l Assoc College & Univ Bus. Of. Conf.	3,515.00
RQ15-05746	SIMIN POURSHAFI	Handwriting Without Tears Workshop	375.00
RQ15-05753	LISA N. WANG	Employee Enrollment Fee Reimbursement	138.00
RQ15-05759	BRUNO PASSARELLI	Reimbursement for Student Field Trip Supplies	192.19
RQ15-05763	MERRY L. KIM	C-Stem Day Meeting Refreshments	120.00
RQ15-05774	PENNY SKAFF	Freshman Advantage NonInstructional Supplies	68.02
RQ15-05780	DAVID FRETZ	Survey of Educational Resources	970.83
RQ15-05781	DEBRA L. FITZSIMONS	Cal. Ass'n of School Bus. Of. Contracts Conf.	1,250.00
RQ15-05782	CARLA REISCH	Reimb: Music Assn. of Ca Colleges Conference	86.80
RQ15-05783	JASON DOWD	Norman Rockwell: Museum Exhibit	700.00
RQ15-05785	JOSEPH GERGES	Head Drawing Wksp & Printmaking	1,400.00
RQ15-05786	SIMIN POURSHAFI	Handwriting Without Tears Workshop 3 27 2015	16.00
RQ15-05787	COMMUNITY COLLEGE LEAGUE OF CA	Cal. Com. Col. League Awards Luncheon	195.00
RQ15-05789	RENATO IZQUIETA	Veteran's Child Support Initiative Summit	700.00
RQ15-05790	LAGUNA GRAPHIC ARTS, INC.	Business Cards	126.36
RQ15-05798	LAURA SOBCHIK	Conf. Reimb.- CAI Steering Committee	34.04
RQ15-05807	RAJANPAL DHILLON	Reimbursement for Valve Grinding Oil	76.37
RQ15-05809	GLENN ROQUEMORE	2015 Business Luncheon w/Mayor	50.00

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

ESCAPE **ONLINE**

Page 1 of 5



Includes 03/11/2015 - 04/07/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-05812	RAJANPAL DHILLON	Reimbursement for Tee Shirts Non Printed	141.38
RQ15-05813	THOMAS L. SMITH	Reimburse for Purchase of Fire Bricks	60.42
RQ15-05815	SHOUKA TORABI	Research & Planning Group for CA Comm Coll Conf.	1,195.70
RQ15-05816	HOCHIN MOON	ConfReimb-CA Intersegmental Articulation Council	1,056.58
RQ15-05817	APRIL CUBBAGE	Pacific Sociological Ass'n Conf.	274.52
RQ15-05820	CRISTINA ARELLANO-DUENAS	Conf. Reimb. Cal Community Colleges	137.32
RQ15-05824	GLENN ROQUEMORE	Orange County Bussiness Council Conf.	85.00
RQ15-05825	JESSICA M. CHA	Conference Managing Multiple Prioritys	108.26
RQ15-05826	JACQUELINE L. FRANKS	Reimb: Fred Pryor Seminar	108.26
RQ15-05829	ANASTASIA VENDROVSKY	HR Leadership Conference	2,269.20
RQ15-05831	MARIA FEOKTISTOVA	HR Leadership Academy Conf.	2,269.20
RQ15-05835	NICOLE MAJOR	ConfReimb-Pacific Sociological Association	205.00
RQ15-05840	UNITED DIRECT MARKETING	Mail Processing for Emeritus Summer 2015 Brochure	643.00
RQ15-05841	STEVE LEE	Conf. Reimb Cal Community Colleges	137.32
RQ15-05855	TIFFANY TRAN	CollegeSource Conference	2,666.36
RQ15-05861	KARIMA FELDUS	Refreshments for Library Staff Retreat	170.73
RQ15-05864	YOLANDA GOULDSMITH	University of California Counselor Conference	50.00
RQ15-05865	YOLANDA GOULDSMITH	Cal State Univ. Counselor Conference	80.00
RQ15-05867	BRIAN MONACELLI	Travel Reimb. for HI-TEC Conference	500.00
RQ15-05868	BAKER & TAYLOR BOOKS	Library book	19.26
RQ15-05877	CCPRO % KEVIN CHARD	Com. Col. Public Relations Org. Conference	300.00
RQ15-05882	VERONICA OBERMEYER	Reimb-Acad Sen for CA Com Coll Online Edu Mtg	750.00
RQ15-05883	SHAKEH MEHRBIAN	Management Skills Seminar	224.00
RQ15-05885	KEVIN O'CONNOR	Com. Col. League of Ca. Conf.	609.80
RQ15-05888	NANCY MONTGOMERY	Victims rights conference	162.00
RQ15-05893	CHRISTOS KORGAN	Research and Planing Group Conference	1,263.50
RQ15-05897	ZIMBALIST, JACQUELINE	Reimbursement-Book	46.45
RQ15-05899	MIROSLAVA MANCHIK	Perkins 2014-2015: Faculty Dev - 3/20/15	500.00
RQ15-05901	CRAIG HAYWARD	Research and Planing Conference	857.00
RQ15-05905	DAVIT S. KHACHATRYAN	Ca.Ass'n of School Bus.Officials Cont. Conf.	1,345.70
RQ15-05907	MARY LEATHERMAN	Ca. Coll. & Univ. Police Chiefs Ass'n. Conf.	277.84
RQ15-05908	TODD SCHMALTZ	Ca. Coll. & Univ. Police Chief's Assn. Conf.	277.84
RQ15-05909	TONY MANCINI	Ca. Coll. & Univ. Police Chief's Ass'n Conf.	277.84
RQ15-05910	WELLS FARGO #4963	Instructional Supplies - Astronomy	400.24
RQ15-05911	BRIAN MONACELLI	Reimb: Optical Society of So. Cal. - March 11 Mtg	20.00
RQ15-05913	LINDA SOUTHWELL	Art Supply Reimbursement	129.31
RQ15-05917	MELINDA SMITH	Reimbursement Fee Based Supplies Spring 2015	93.57
RQ15-05924	TOM BURROWS	Reimbursement for Pavilions Purchase	50.37
RQ15-05926	MATTHEW WEAL	Reimburse for Purchase of Supplies	101.21
RQ15-05927	LAWRENCE PEREZ	Travel Reimbursement - Sacramento	602.20
RQ15-05929	WELLS FARGO #4963	Electronix Express: Board with Usb Port	1,054.92
RQ15-05933	WELLS FARGO #4963	Dick's Sporting Goods: Field Studies Supplies	450.00
RQ15-05935	JULIE SALERNO	Handwriting Without Tears Workshop	40.50
RQ15-05940	CATHLEEN GREINER	Accred Commision for Comm/Jr Coll. Conf.	514.32
RQ15-05947	KEVIN HASS	ConfReimb-Center for Railroad Photography & Art	600.00

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

ESCAPE **ONLINE**

Page 2 of 5

Includes 03/11/2015 - 04/07/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-05948	DR. CRAIG JUSTICE	Accred. Comm. for Com. & J.C. Symposium	710.42
RQ15-05950	HOLLIS PAEGEL	ConfReimb-CalWORKs Association Annual Training	595.40
RQ15-05951	SANDRA POPE	Reimbursement for Urgent Laptop Supplies	116.64
RQ15-05952	KATHY TUOMINEN-LENNEY	ConfReimb-CalWORKs Association Annual Training	878.96
RQ15-05953	CLAIRE CESAREO-SILVA	ConfReimb-Society for Anthropology of Religion Mtg	599.00
RQ15-05955	LAURA DILL	ConfReimb-FarWestAthleticTrainersAssocMtg&Clinical	600.00
RQ15-05957	WELLS FARGO #3317	Ceramic Heater	47.79
RQ15-05959	ESTER GRAHAM	Presenting at HR Leadership Academy	370.00
RQ15-05960	TEDDI LORCH	Presenting at HR Leadership Academy	162.80
RQ15-05966	KIM BRANCH-STEWART	ConfReimb-CA Assoc for Alcohol/Drug Educators	506.52
RQ15-05969	SEAN OSBORN	ConfReimb-CA Assoc for Alcohol/Drug Educators	599.49
RQ15-05975	REBECCA KNAPP	Reimb: Career & Tech Education Mini-Conference	88.28
RQ15-05981	KRIS LEPPIN-CHRISTENSEN	ConfReimb-WesternPsychologicalAssn&TermanTeaching	1,200.00
RQ15-05984	RICHARD GOODMAN	ConfReimb-CA Assn for Alcohol & Drug Educators	600.00
RQ15-05985	DIANE WENZEL	CnfReim-CA DeptBoating&WaterwaysAquaticCtrDirector Standards Symposium	600.00
RQ15-05997	JUAN AVALOS	Ca. Ass'n of Com Clg Reg. & Admin Officers Conf.	787.51
RQ15-06001	RUBEN GUZMAN	Ca. Ass'n of Com Clg Reg. & Admin Officers Conf.	787.51
RQ15-06005	ARLEEN ELSEROAD	Ca. Ass'n of Com Clg Reg. & Admin Officers Conf.	787.51
RQ15-06006	JANET VERA	Accreditation Institute Conf	991.56
RQ15-06007	JENNY LANGRELL	To Reimburse For Accreditation Institute Conf	1,118.70
RQ15-06009	ROBERT COSGROVE	Bus for Emeritus Field Trip	630.38
RQ15-06029	PACIFIC COACHWAYS	2015 Spring Plenary Sessions	1,956.00
RQ15-06033	KATHERINE SCHMEIDLER	2015 Spring Plenary Conference	787.00
RQ15-06034	BOB URELL	2015 Spring Plenary Conference	701.50
RQ15-06035	BRETT MC KIM	2015 Spring Plenary Conference	914.00
RQ15-06036	DIANA HURLBUT	2015 Spring Plenary Conference	932.00
RQ15-06037	TIFFANY TRAN	Classified Leadership Conference	1,200.02
RQ15-06041	ANGELA OROZCO-MAHANEY	Classified Leadership Conference	1,250.02
RQ15-06042	MARIA NUNEZ	Classified Leadership Conference	1,505.76
RQ15-06043	DEAN LE BEAU	IVC Catalogs for Hillside HS class	270.00
RQ15-06048	IRVINE VALLEY COLLEGE BOOKSTORE	Candy for FinAid Outreach	100.00
RQ15-06057	WELLS FARGO BANK #2785 PAYMENT REMITTANCE CENTER	Emergency Medical Services Supplies	10.21
RQ15-06058	RANDY HARDICK	Far West Athletic Trainers Ass'n Conference	1,100.00
RQ15-06079	BRAD MCREYNOLDS	Reimb: Career & Tech Education Mini-Conference	223.76
RQ15-06102	PATRICIA K. FLANIGAN	Reimbursement for Meeting Expenses	146.48
RQ15-06104	CORINE DOUGHTY	Cal. Ass'n of School Bus.Offic. Cont. Conf.	1,615.38
RQ15-06108	TERESA SLAUGHTER	Reimbursement for Student Presentation Supplies	61.43
RQ15-06114	ANTHONY HUNTLEY	Ass'n of Chief Human Resource Officers Conf.	376.20
RQ15-06128	DAVID BUGAY	International Reading Assoc. Conf.	1,400.00
RQ15-06166	MELANIE HAERI	Western Psych Assoc. 94th Conv.	1,335.00
RQ15-06168	YEMMY TAYLOR		

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 3 of 5

Includes 03/11/2015 - 04/07/2015

Requisition Number	Vendor Name	Description	Requisition Total
RQ15-06171	SANDRA CAMARENA	Reimbursement for Sr. Day Waters	250.00
RQ15-06172	WELLS FARGO #2785	Saddleback College Management Meeting Lunch	1,300.00
RQ15-06175	JESSICA CHEN	International Conference on Bus. Chinese Teaching	634.14
RQ15-06183	JACK APPLEMAN	Cal Math Council Comm Coll-South Conf.	76.95
RQ15-06184	LUCIE DURAN-HERWEHE	Opal School Workshop	500.00
RQ15-06208	JACK APPLEMAN	Reimbursement Rescue Robot Materials	307.23
RQ15-06210	THOMAS L. SMITH	Reimburse for Supplies for TAS216	12.88
RQ15-06211	GARY RYBOLD	Western States Communication Assoc Annual	835.24
RQ15-06212	DON BUSCHE	Reimbursement for Cell Phone Usage	120.09
RQ15-06215	CRAIG CONNOR	Classified Leadership Institute Conference	1,400.00
RQ15-06219	S & B FOODS CATERING DIVISION	Reimbursement to Cafeteria	441.46
RQ15-06225	PAUL BONKOWSKI	Classified Leadership Institute Conference	1,400.00
RQ15-06229	MIKE SAUTER	Classified Leadership Institute Conference	1,600.00
RQ15-06232	GRISEL HEREDIA	Classified Leadership Institute Conference	1,400.00
RQ15-06233	BORIS F. BUZAN	Reimbursement for Marine Sci Tech Class	198.00
RQ15-06234	VALERIE SENIOR	Classified Leadership Institute Conference	1,400.00
RQ15-06236	BORIS F. BUZAN	Reimbursement for Marine Sci Tech Materials	57.22
RQ15-06237	VALERIE SENIOR	Quality Matters Conference	1,000.00
RQ15-06246	KEN SCHLENKER	Quality Matters Conference	572.20
RQ15-06257	WELLS FARGO #2785	Rifle Sling	74.46
RQ15-06279	JERILYN CHUMAN	Student Services Event/Ed Plan Development	845.00
RQ15-06284	WELLS FARGO #2785	Meals for Hiring Committee	130.00
RQ15-06298	JEFF DORSZ	Urgent DataCenter System Hardware	417.24
RQ15-06301	DUKE JUAREZ	Supplies for Paramedic Class #75	410.87
RQ15-06306	BARBARA COX	Reimbursement For Promotional Material	134.95
RQ15-06314	PATRICIA K. FLANIGAN	Awards for CTE Mini Conference 3-7-15	223.76
RQ15-06320	JAMES ROGERS	Reimbursement for Toner	70.19
RQ15-06327	JERILYN CHUMAN	Webinar	98.00
RQ15-06340	MARINA AMINY	Conf Reimb: Common Assessment Initiative Mtg	625.89
RQ15-06359	MELINDA SMITH	Reimbursement Fee Based Supplies Spring 2015	85.93
RQ15-06364	EMILY QUINLAN	Reimb: Street Law Clinic & Mock Trial Competition	1,200.00
RQ15-06386	ROSANN RIOS	Classified Leadership Conference	1,400.00
RQ15-06400	SANDI SEMBIAZZA	Meeting Refreshments	258.48
RQ15-06450	SHERRI J. BANES	Reimbursement for Drycleaning	312.00
RQ16-00050	CAROL HILTON	Nat'l. Ass'n. of Col.& Univ Bus. Offic. Conf.	2,787.00
RQ16-00054	DEBRA L. FITZSIMONS	Nat'l Assoc College & Univ Bus. Of. Conf.	3,515.00
RQ16-00064	BRIAN MONACELLI	Travel Reimb. for HI-Tec Conference	1,371.22
RQ16-00087	VERONICA OBERMEYER	Curriculum Institute Conference	200.00
RQ16-00088	HOCHIN MOON	Curriculum Institute Conference	700.00
RQ16-00089	JACK APPLEMAN	Reimbursement: Robotics - Perkins	252.83
		<b>Total</b>	<b>172</b>
			<b>150,975.48</b>

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 4 of 5

Fund Summary			
Fund	Description	Requisition Count	Amount
01	General Fund	169	147,080.81
12	Child Development Fund	1	19.29
40	Capital Outlay Fund	3	3,875.38
Total		173	150,975.48

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 5 of 5

**TO:** Board of Trustees

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

**RE:** SOCCCD: Transfer of Budget Appropriations

**ACTION:** Ratification

---

### **BACKGROUND**

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

### **STATUS**

For the current reporting period ending March 31, 2015 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 3-1-15 to 3-31-15**

**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		\$204,350
2000	Classified Salaries	\$222,738	
3000	Fringe Benefits		\$38,775
4000	Books and Supplies		\$4,392
5000	Other Operating Expenses & Services	\$34,528	
6000	Capital Outlay	\$95,376	
7000	Other Outgo		\$105,125
<b>Total Transfers - General Fund</b>		<b><u>\$352,642</u></b>	<b><u>\$352,642</u></b>

**Child Development Fund**

<b><u>Account</u></b>	<b><u>Description</u></b>	<b><u>From</u></b>	<b><u>To</u></b>
4000	Books and Supplies		\$1,296
5000	Other Operating Expenses & Services	\$50	
6000	Capital Outlay	\$1,246	
<b>Total Transfers - Child Development Fund</b>		<b><u>\$1,296</u></b>	<b><u>\$1,296</u></b>

<b>Total Transfers</b>	<b><u>\$353,938</u></b>	<b><u>\$353,938</u></b>
------------------------	-------------------------	-------------------------

**TO:** Board of Trustees

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

**RE:** SOCCCD: March 2015 Contracts

**ACTION:** Ratification

---

### **BACKGROUND**

On January 16, 2007, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$100,000, with the following exceptions: contracts involving bid limits, the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$86,000 for equipment, supplies and maintenance projects. During March 2015, the following contracts were reviewed and approved by the Vice Chancellor of Business Services, following review by legal counsel, when appropriate.

### **CONTRACTOR NAME**

### **CONTRACT AMOUNT**

<u>Metalogix</u> Software Agreement – For district-wide email archiving solution software and support. <div style="text-align: right;">District Services</div>	\$83,976.54
<u>PlaNNet Consulting</u> Software Agreement – For district-wide consultant services for wireless expansion project. <div style="text-align: right;">District Services</div>	\$83,570.00
<u>Strata Information Group</u> Independent Contractor Agreement – For contract system procurement service, disbursement system and potentially additional services per SOCCCD SOW100-Projects. <div style="text-align: right;">District Services</div>	\$70,000.00
<u>Augusoft, Inc.</u> Change Order - To provide software contract training with Lumens PRO for an additional \$2,416.67 which brings the contract total to \$46,416.67. <div style="text-align: right;">Irvine Valley College</div>	\$46,416.67
<u>Haitbrink</u> Change Order – For removal of 27' of fencing and posts on the soccer field for an additional \$1,800.00 which brings the contract total to \$33,200. <div style="text-align: right;">Irvine Valley College</div>	\$33,200.00

<u>CRI Electric</u> Change Order No. 1 – For additional funds to cover the cost of required performance/payment bonds in the amount of \$896 added to the original \$29,880 brings the new contract total to \$30,776. Saddleback College	\$30,776.00
<u>Hoist Services</u> Change Order – For additional repairs on auto shop hoist at Technology and Applied Sciences building for an additional \$665 which brings the contract total to \$24,710. Saddleback College	\$24,710.00
<u>Dick Vosper Broadcast Services</u> Construction Agreement – For removal and replacement of KSBR station transmitter equipment. Saddleback College	\$19,275.00
<u>IBM</u> Terms and Conditions – For SPSS statistics standard software for analytical data collecting, analysis and reporting. Saddleback College	\$18,120.00
<u>Kevin Fleming – TELQS Educational Services</u> Independent Contractor Agreement – To provide an animated video for orientations. Irvine Valley College	\$18,000.00
<u>FA TV</u> Service Agreement – To provide financial aid resources to students via online website. Irvine Valley College	\$17,000.00
<u>H.L. Construction and Estimating</u> Independent Contractor Agreement – For Technology and Applied Science building renovation project. Saddleback College	\$16,800.00
<u>TeleMate Net</u> Software Agreement – For call center management and reporting software. District Services	\$16,421.00
<u>Accuvant</u> Software Agreement – For network security project and firewall security audit. District Services	\$14,400.00
<u>Meridian IT</u> Software Agreement – For Nutanix software storage. District Services	\$13,201.32

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



<u>Tijeras Creek Golf Club</u> Independent Contractor Agreement – For Athletics department annual Golf Tournament fundraiser. Saddleback College	\$13,190.00
<u>HireRight</u> Service Agreement – For background inquiries on prospective employees. Saddleback College	\$13,000.00
<u>UCI</u> Facility Use Agreement – For use of the Anteater recreation center for Classified Professional Day on March 25, 2015. Saddleback College	\$10,279.00
<u>Wyndham</u> Event Agreement – For Common Assessment Initiative Professional Development work group meeting on April 16, 2015. Saddleback College	\$10,000.00
<u>Wyndham</u> Event Agreement – For Common Assessment Initiative Professional Development work group meeting on July 20, 2015. Saddleback College	\$10,000.00
<u>Wyndham</u> Event Agreement – For Common Assessment Initiative Professional Development work group meeting on May 20, 2015. Saddleback College	\$10,000.00
<u>Drew &amp; Associates</u> Independent Contractor Agreement – To provide contract services to IVC for EWD and community programs. Irvine Valley College	\$10,000.00
<u>SK Consulting</u> Independent Contractor Agreement – To provide contract services to IVC for EWD and community programs. Irvine Valley College	\$10,000.00
<u>Gorilla Team Artists</u> Independent Contractor Agreement – To provide repaint/refresh services to existing murals and athletic signs for the KNES/Athletic division. Saddleback College	\$10,000.00
<u>Veolia Energy</u> Independent Contractor Agreement – For preparation of the campus-wide annual AQMD air emissions reports for the South Coast Air Quality Management District. Saddleback College	\$9,500.00

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

<u>C.E.M. Laboratory Corporation</u> Amendment No. 1 – For additional testing required to account for several changes in the drainage channel as directed by the City of Tustin in the amount of \$5,912 added to the original \$3,114 brings the new contract total to \$9,026. ATEP	\$9,026.00
<u>A-1 Fence Company</u> Construction Agreement – For installation of guardrail fencing at the football field. Saddleback College	\$7,200.00
<u>Nuventive</u> Professional Services Agreement – To provide performance management software. District Services	\$7,000.00
<u>Mission Automotive Equipment</u> Purchase Agreement – To provide machine shop with equipment that will prevent moisture corroding on the machines. Saddleback College	\$6,702.28
<u>Cal Building Systems</u> Construction Agreement – For annual fire alarm testing. Irvine Valley College	\$6,689.00
<u>Certified Transportation Services</u> Independent Contractor Agreement – To provide transportation services to local high schools for IVC Preview Day. Irvine Valley College	\$6,561.00
<u>Pyro-Comm Systems</u> Construction Agreement – For installation of fire alarm system conduit and boxes at the Science & Mathematics building. Saddleback College	\$6,318.31
<u>Write It Right Software</u> Software Agreement – For a new software program to address students writing skills in English classes and labs. Saddleback College	\$5,640.00
<u>Solano Community College District</u> Mini-grant Agreement – For Faculty Entrepreneurship Champion mini-grant, to develop the Junior Academy of Entrepreneurship. Saddleback College	\$5,000.00
<u>Essence Entertainment</u> Independent Contractor Agreement – To provide guest musicians for orchestra performances through May 2015. Irvine Valley College	\$5,000.00

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

<u>R2A Architecture</u> Independent Contractor Agreement – For evaluation of assessment report to examine art shelters for ADA accessibility. Saddleback College	\$4,950.00
<u>Unlimited Environmental, Inc.</u> Construction Agreement – For removal and to dispose existing asbestos on existing ceiling in 1 <sup>st</sup> floor hallway of the Science & Mathematics building. Saddleback College	\$4,790.00
<u>Confetti FX</u> Independent Contractor Agreement – To provide confetti effects services for graduation. Irvine Valley College	\$4,500.00
<u>BrainStrom</u> Educational Services Agreement – For community education engineering classes to be held at Capistrano Unified school District (CUSD). Saddleback College	\$4,500.00
<u>Pacific Coachways Charter Services</u> Terms and Conditions – For the Transfer Center northern California campus tours from April 16 – 19, 2015. Irvine Valley College	\$4,265.79
<u>Avalon Tent &amp; Party</u> Terms and Conditions – To provide tent and chairs rental services for Commencement in May 2015. Irvine Valley College	\$3,822.68
<u>USA Shade and Fabric Structures</u> Construction Agreement – To provide delivery, assembly and installation of shade structure at the Child development Center. Irvine Valley College	\$3,820.00
<u>Smoke Guard</u> Independent Contractor Agreement – For troubleshooting the smoke guard (model 400) fire and smoke protection system located on the 2 <sup>nd</sup> floor of the Learning Resource Center. Saddleback College	\$3,750.00
<u>South Coast Fire Protection</u> Amendment No 1 – To provide additional preventive maintenance on fume hoods in the Science & Mathematics building for \$675.00 bringing the contract total to \$3,675. Saddleback College	\$3,675.00
<u>Confidence In The Spotlight</u> Educational Services Agreement – For community education dance classes to be held at Capistrano Unified school District (CUSD).	\$3,600.00

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

Saddleback College	
<u>Rocket Languages</u> Software Agreement – To provide students practice listening, reading and writing Korean. Saddleback College	\$3,597.50
<u>Rocket Languages</u> Software Agreement – To provide students practice listening, reading and writing Arabic. Saddleback College	\$3,597.50
<u>C.E.M. Laboratory Corporation</u> Independent Contractor Agreement – To provide environmental testing of soil samples. Irvine Valley College	\$3,590.00
<u>Jean Marie Christian</u> Educational Service Agreement – For community education drawing classes to be held at Capistrano Unified School District (CUSD) Saddleback College	\$3,360.00
<u>Mad Science</u> Educational Service Agreement – For community education science classes to be held at Capistrano Unified School District (CUSD) Saddleback College	\$3,000.00
<u>DLS Builders</u> Construction Agreement – To provide remodel construction evaluation services to B230/232. Irvine Valley College	\$2,950.00
<u>Flag Systems</u> Independent Contractor Agreement – To provide audio services for the scholarship ceremony on May 15, 2015. Saddleback College	\$2,900.00
<u>HP</u> Software Agreement – For maintenance support of the Alpha Operating System. Saddleback College	\$2,690.00
<u>eLearning Brothers</u> Terms and Conditions – For medical template software for the TAACCCT grant. Saddleback College	\$2,638.00

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

<u>Gilbert and Stearns</u> Construction Agreement – To provide smoke duct detector wiring and installation at Student Services Center. Irvine Valley College	\$2,449.00
<u>SPIE</u> Exhibitor Contract – For Photonics West Exhibition space rental to promote educational opportunities in Photonics at IVC on February 13 – 18, 2016. Irvine Valley College	\$2,430.00
<u>Maplesoft</u> Software Agreement – for renewal of the software extended maintenance plan used by the math department. Irvine Valley College	\$2,400.00
<u>OC United Way</u> Grant Agreement – To provide VITA volunteer income tax assistance to the students and surrounding communities. Irvine Valley College	\$2,400.00 Revenue
<u>Christopher Holmes</u> Independent Contractor Agreement – For scenic designer for the Bonnie & Clyde production on March 23 – June 30, 2015. Saddleback College	\$2,200.00
<u>Oak Creek Golf Club</u> Independent Contractor Agreement – For men's golf team conference match on April 15, 2015. Irvine Valley College	\$2,160.00
<u>ProServe Plumbing</u> Independent Contractor Agreement – For annual backflow valve maintenance, testing and necessary repairs. Saddleback College	\$2,000.00
<u>Kent Helwig</u> Independent Contractor Agreement – To provide keyboard and synthesizer services for the Fantastics production from March 23 – April 20, 2015. Saddleback College	\$2,000.00
<u>Majestic Valet Parking</u> Independent Contractor Agreement – To provide valet parking at the Foundation Awards at the Lyon Air Museum. Foundation	\$1,986.00
<u>Avalon Tent &amp; Party</u> Independent Contractor Agreement – To provide tables and chairs rental services for Scholarship Ceremony 2015. Saddleback College	\$1,879.10

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

<u>Jeff Polunas</u> Independent Contractor Agreement – To provide sound design services for the Bonnie & Clyde production from April 1 – June 30, 2015. Saddleback College	\$1,700.00
<u>Archie's Ice Cream</u> Statement – To provide ice cream services for Senior Day 2015. Saddleback College	\$1,630.00
<u>Pyro-Comm Systems</u> Construction Agreement – For fire system test repairs. Saddleback College	\$1,150.00
<u>Costa Mesa High School</u> Event Agreement – For 2015 Irvine Valley College Preview Day on March 3, 2015. Irvine Valley College	\$1,500.00
<u>Orange County High School</u> Event Agreement – For 2015 Irvine Valley College Preview Day on March 3, 2015. Irvine Valley College	\$1,500.00
<u>Tightrope Media Systems</u> Software Agreement – To provide Media/Communication Arts department software updates required to keep channel 39 running smoothly. Saddleback College	\$1,500.00
<u>Sarah Ormsby</u> Independent Contractor Agreement – For replacement stage manager services for the Bonnie & Clyde production from April 1 – June 30, 2015. Saddleback College	\$1,500.00
<u>Confetti FX</u> Independent Contractor Agreement – To provide additional concrete pad for pay station. Saddleback College	\$1,500.00
<u>Tams-Witmark</u> License Agreement – To provide license agreement for Charlie Brown Christmas from December 4-23, 2015. Saddleback College	\$1,387.00
<u>Musical Theatre International - MTI</u> License Agreement – To provide license agreement for Mary Poppins from July 10-11, 2015. Saddleback College	\$1,323.00

<u>Katrina Nieh</u> Independent Contractor Agreement – To provide onsite coordination services for free tax preparation for the community through VITA and United Way OC. Irvine Valley College	\$1,200.00
<u>Scott Cokey</u> Amendment No 1 – For additional guest artist dress rehearsals and performances for Bonnie & Clyde production. Additional amount of \$800 brings the new contract total to \$1200. Saddleback College	\$1,200.00
<u>Abraham D Reyes</u> Independent Contractor Agreement - To provide onsite coordination services for free tax preparation for the community through VITA and United Way OC. Irvine Valley College	\$1,200.00
<u>Marco Dealmeida</u> Independent Contractor Agreement – For guest artist for various music department events from March 9 – May 31, 2015. Saddleback College	\$1,190.00
<u>DCA Designs</u> Independent Contractor Agreement – For set designs services for the Cinema, Television and Radio department. Saddleback College	\$1,050.00
<u>Jeffrey Segal</u> Independent Contractor Agreement – For guest musician for the production of Fantastics, April 27 – May 16, 2015. Irvine Valley College	\$1,020.00
<u>Chris Booke</u> Independent Contractor Agreement – For guest musician for the production of Fantastics, April 27 – May 16, 2015. Irvine Valley College	\$1,020.00
<u>The Coaching Symposium</u> Independent Contractor Agreement – To provide facilitated team building and provide the Five Behaviors Assessment for the Leadership team. Saddleback College	\$1,020.00
<u>Rosemary Mertz</u> Independent Contractor Agreement – For painting instruction and art supplies for the Classified Professional Development Day. Saddleback College	\$1,000.00
<u>Dove Canyon Golf Club</u> Event Agreement – For Men's Basketball awards banquet April 1, 2015. Irvine Valley College	\$1,000.00

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

<u>Dr. Omero Suarez</u> Independent Contractor Agreement – For guest speaker at the Student Success Summit on April 17, 2015. Saddleback College	\$1,000.00
<u>Daniel Pollack</u> Independent Contractor Agreement – For guest artist in the music department on March 31, 2015. Saddleback College	\$1,000.00
<u>Netop Business Solutions</u> End-User License Agreement – To provide software solutions to help instruct, manage and supervise computer use in classrooms. Saddleback College	\$973.00
<u>Lisa Gore</u> Independent Contractor Agreement – To provide set and pro props for the Fantastics production. Irvine Valley College	\$900.00
<u>Zane Johnson</u> Independent Contractor Agreement – For guest artist for the Bonnie & Clyde production from April 1 – June 30, 2015. Saddleback College	\$880.00
<u>C.F. Peters Corp</u> Rental Agreement – To provide musical scores for the Fantasia on Old 104 <sup>th</sup> Psalm Tune performance in May. Foundation	\$873.00
<u>Scannx</u> Terms of Service – To provide maintenance for the book scanner at the Library. Irvine Valley College	\$842.40
<u>Devon Swiger</u> Independent Contractor Agreement – To provide sound engineering and mixing services for the Bonnie & Clyde production from April 1 – June 30, 2015. Saddleback College	\$750.00
<u>Twenty Six Design</u> Software Agreement – For online subscription to WCONLINE for Library workshops. Saddleback College	\$715.00
<u>Michael Rydzynski</u> Independent Contractor Agreement – For guest artist for various music department events March 9 – May 31, 2015. Saddleback College	\$680.00

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



<u>Richard Norris</u> Independent Contractor Agreement – For guest speaker for science lecture series March 6, 2015. Saddleback College	\$600.00
<u>Dropbox</u> Software Agreement – For file hosting services to be used by the TAACCCT grant team. Saddleback College	\$525.00
<u>Cataloger's Desktop</u> Terms and Conditions – For renewal of the Library's web-based subscription. Irvine Valley College	\$525.00
<u>Erin Hayes</u> Independent Contractor Agreement – For guest speaker for the Anthropology class on April 8, 2015. Saddleback College	\$500.00
<u>Randall Woltz</u> Independent Contractor Agreement – For musical selections at the Foundation Awards on April 11, 2015. Foundation	\$500.00
<u>Richard Niles</u> Independent Contractor Agreement – For consultant services provided to music department as part of the Entrepreneurship Champion Mini-Grant. Saddleback College	\$450.00
<u>Paul Travnner</u> Independent Contractor Agreement – For consultant services provided to music department as part of the Entrepreneurship Champion Mini-Grant. Saddleback College	\$450.00
<u>Leaping Lizard Music</u> Independent Contractor Agreement – For guest artist at the Child Development Center, introducing music to young children during Young Child Event program on April 18, 2015. Saddleback College	\$400.00
<u>Scott Cokey</u> Independent Contractor Agreement – For guest artist for Bonnie & Clyde production. Saddleback College	\$320.00
<u>Kelly Jones</u> Independent Contractor Agreement – For guest artist in the music department on March 4 – March 5, 2015. Saddleback College	\$300.00

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

<u>Holly A. Magana Ph.D</u> Independent Contractor Agreement – For guest speaker at the Child Development Center during Young Child Event program on April 18, 2015. Saddleback College	\$300.00
<u>Roto Rooter</u> Independent Contractor Agreement – For unclogging of Cafeteria and M500 drains. Saddleback College	\$295.00
<u>Betty Whyte</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Lisa Cherry</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Adrienne Geffen</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Jeff Price</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Stephanie Getz</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Sorah Myung</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Maya Horikawa</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Maryann McNamara</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00

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

<u>Kent Klingbell</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Susan Sellers</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Claire Bertram</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Cindy Penderghast</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Karen Lak</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Ellen Jung</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Hee Jeong Przytulski</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Sara Goya</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>John Reilly</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	255.00
<u>Brian Shetland</u> Independent Contractor Agreement – For guest artist in the music department on March 6 – May 31, 2015. Saddleback College	\$255.00
<u>Termite Terry</u> Independent Contractor Agreement – For bee hive removal. ATEP	\$200.00

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

<u>Janice Park</u> Independent Contractor Agreement – For guest artist masterclass on April 15, 2015. Irvine Valley College	\$200.00
<u>Evan Strand</u> Independent Contractor Agreement – For guest artist dancer for spring Perspectives performance on May 2, 2015. Irvine Valley College	\$150.00
<u>Debra Weller</u> Independent Contractor Agreement – For story telling at the Child Development Center during Young Child Event program on April 18, 2015. Saddleback College	\$150.00
<u>Meghan Riopelle</u> Independent Contractor Agreement – For commencement singer on May 22, 2015. Saddleback College	\$100.00
<u>Charles Belk</u> Independent Contractor Agreement – For guest lecture speaker series for the Emeritus program on March 20, 2015. Saddleback College	\$100.00
<u>University of Phoenix</u> College Alliance Memorandum of Understanding – For nursing graduates to transfer to undergraduate baccalaureate degree program. Saddleback College	\$0.00
<u>Halcyon Dermatology</u> Clinical Agreement – For medical assistant students to obtain a certificate in clinical or administrative medical assisting. Saddleback College	\$0.00
<u>Lynch Ambulance</u> Clinical Agreement – For students in EMT classes to complete required ambulance ride-a-longs for the clinical portion of class. Saddleback College	\$0.00
<u>Jody Greenberg DPM</u> Clinical Agreement – For medical assistant program externship site for clinical or administrative medical assisting. Saddleback College	\$0.00
<u>National University</u> Educational Services Agreement – To provide scholarship based cost to employees. Saddleback College	\$0.00

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

<u>National University</u> Educational Services Agreement – To provide scholarship based cost to students. Saddleback College	\$0.00
<u>Orange County Medical Group</u> Clinical Agreement – To provide health information technology program students internships for the final semester of the program. Saddleback College	\$0.00
<u>Patricia Tully</u> Clinical Agreement – For guest speaker conducting a presentation on end of life issues. Saddleback College	\$0.00
<u>Orange County Infectious Diseases Association</u> Clinical Agreement – For medical assistant program externship site for clinical or administrative medical assisting. Saddleback College	\$0.00
<u>Perry B. Sheidayi</u> Clinical Agreement – For medical assistant program externship site for clinical or administrative medical assisting. Saddleback College	\$0.00
<u>Rancho Santiago Community County District</u> First Amendment to Sub- Agreement – For an extension to the term of the agreement to March 15, 2015 with no changes to the total cost. Irvine Valley College	\$0.00
<u>San Clemente Medi center</u> Clinical Agreement – For student clinical rotations focusing on the nursing process for acutely and critically ill adults. Saddleback College	\$0.00
<u>Suzanne Koch</u> Independent Contractor Agreement – For guest speaker on problem gambling through the Emeritus program. Saddleback College	\$0.00

**TO:** Board of Trustees

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

**RE:** SOCCCD: 2016-2017 Academic Calendar

**ACTION:** Approval

---

**BACKGROUND**

Annually the South Orange County Community College District Academic Calendar Committee convenes to review the development of the academic calendar. During the 2014-2015 academic year, representatives from the governance groups studied calendar options for 2016-2017.

On February 20, 2015, the District-wide Academic Calendar Committee met and voted to approve the proposed calendar, which is presented as Exhibit A. On March 30, 2015, the Board of Trustees accepted for review and study the proposed 2016-2017 Academic Calendar.

**STATUS**

The proposed 2016-2017 Academic Calendar meets Education Code requirements, accounts for holidays mandated by the California Community College Chancellor's Office (Exhibit B), and includes classified staff holidays in compliance with Article 10 of the California School Employees Association (CSEA) contract and Article 9 of the Police Officers Association Master Agreement.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed Academic Calendar for 2016-2017 (Exhibit A).

Item Submitted by: *Dr. Robert Bramucci, Vice Chancellor, Technology & Learning Services*



# ACADEMIC CALENDAR 2016 – 2017

## FALL SEMESTER 2016

### AUGUST 2016

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### SEPTEMBER 2016

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### OCTOBER 2016

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### NOVEMBER 2016

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

### DECEMBER 2016

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## SUMMER SESSION 2017

### MAY 2017

S	M	T	W	T	F	S
28	29	30	31			

### JUNE 2017

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

### JULY 2017

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### AUGUST 2017

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12

## SPRING SEMESTER 2017

### JANUARY 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### FEBRUARY 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

### MARCH 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

### APRIL 2017

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

### MAY 2017

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27

## LEGEND

<span style="background-color: #800000; color: white;"> </span> Classes Not in Session	<span style="background-color: #ADD8E6;"> </span> Instructional Days	● Holidays for Classified and 12-Month Employees
<span style="background-color: #008080; color: white;"> </span> Staff Development Days	<span style="background-color: #4169E1;"> </span> Final Examinations	* Start of 8-Week Session
<span style="background-color: #FFA500;"> </span> Sunday Classes Meet	<span style="background-color: #800080; color: white;"> </span> Faculty Contractual Days/Classes Not in Session	+ SC Commencement IVC Commencement
<span style="background-color: #FFD700;"> </span> Saturday Classes Meet		

Each college may develop a special final exam schedule.

*Vision: To be a leader in exemplary teaching and learning, student success and community partnerships.*

*Mission: To provide a dynamic and innovative learning environment dedicated to student success and economic growth of the region.*





## ACADEMIC CALENDAR 2016 – 2017

### FALL SEMESTER 2016

August 15-19 (Monday-Friday)	Staff Development Days
August 22 (Monday)	Instruction Begins
* August 22-October 16 (Monday-Sunday)	8-Week Session
• September 5 (Monday)	Labor Day — Holiday
* October 17-December 11 (Monday-Sunday)	8-Week Session
• November 11 (Friday)	Veterans Day — Holiday
• November 24-25 (Thursday/Friday)	Thanksgiving — Holiday
December 12-18 (Monday-Sunday)	Final Examinations
December 19 (Monday)	Faculty Contractual Day/Classes Not in Session
December 19-January 16 (Monday-Monday)	Classes Not in Session
• December 22-January 2 (Wednesday-Monday)	District/Colleges Closed

### SPRING SEMESTER 2017

• January 2 (Monday)	New Year's Day Holiday
January 10-13 (Tuesday-Friday)	Staff Development Days
• January 16 (Monday)	Martin Luther King, Jr. — Holiday
January 17 (Tuesday)	Instruction Begins
* January 17-March 13 (Tuesday-Monday)	8-Week Session
• February 17 (Friday)	Lincoln's Day — Holiday
• February 20 (Monday)	Presidents' Day — Holiday
March 19-25 (Sunday-Saturday)	Spring Break/Classes Not in Session
• March 24 (Friday)	Friday of Spring Break — Holiday
* March 27-May 21 (Monday-Sunday)	8-Week Session
May 18 (Thursday)	Faculty Contractual Day/Classes Not in Session
May 19-May 25 (Friday-Thursday)	Final Examinations
May 26 (Friday)	Faculty Contractual Day/Classes Not in Session
+ May 26 (Friday)	Irvine Valley College/Saddleback College Commencements

### SUMMER SESSION 2017

• May 29 (Monday)	Memorial Day — Holiday
May 30-August 12 (Tuesday-Saturday)	Summer Session
• July 4 (Tuesday)	Fourth of July — Holiday

### SUMMARY

	Fall	Spring	Total
<i>Instructional Days</i>			
Monday	16	16	32
Tuesday	17	18	35
Wednesday	17	18	35
Thursday	16	17	33
Friday	15	16	31
<b>SUBTOTAL</b>	<b>81</b>	<b>85</b>	<b>166</b>
Staff Development	5	4	9
Staff Contractual Days	1	2	3
Finals	0	0	0
<b>TOTAL</b>	<b>87</b>	<b>91</b>	<b>178</b>

*Summer 2017 start dates and session lengths may vary. See college online schedules for more information.*



STATE OF CALIFORNIA

BRICE W. HARRIS, CHANCELLOR

CALIFORNIA COMMUNITY COLLEGES

CHANCELLOR'S OFFICE

1102 Q STREET

SACRAMENTO, CA 95811-6549

(916) 445-8752

<http://www.cccco.edu>



September 27, 2013

TO: District Superintendent/President

FROM: Diane Brady, Administrator   
Fiscal Policy

SUBJECT: Mandated Holidays for Fiscal Years 2013-14, 2014-15, 2015-16 and 2016-17

**Synopsis:** A list of the official academic holidays, as specified by Education Code Section 79020, is provided for convenience in establishing your future academic calendars. Included are the mandated holiday dates for fiscal years 2013-14, 2014-15, 2015-16 and 2016-17 based on the current statute (ECS 79020).

**Fiscal Year 2013-14**

July 4, 2013	(Thursday)	Independence Day
September 2, 2013	(Monday)	Labor Day
November 11, 2013	(Monday)	Veterans Day
November 28, 2013	(Thursday)	Thanksgiving Day
December 25, 2013	(Wednesday)	Christmas
January 1, 2014	(Wednesday)	New Year's Day
January 20, 2014	(Monday)	Dr. Martin Luther King, Jr. Day
February 7, 10, 12, or 14, 2014	(Friday, Monday, Wednesday, or Friday)	Lincoln Day
February 17, 2014	(Monday)	Washington Day
May 26, 2014	(Monday)	Memorial Day

A college MAY close on March 31, known as "Cesar Chavez Day," and the fourth Friday in September, known as "Native American Day," if the governing board of the district agrees to close the college for that purpose. The district shall continue to maintain the minimum required 175 days of instruction.

If the district does not close for "Cesar Chavez Day" or "Native American Day," appropriate observances should be held in commemoration.

(Continued)

District Superintendent/President (Continued)

-2-

September 27, 2013

**Fiscal Year 2014-15**

July 4, 2014	(Friday)	Independence Day
September 1, 2014	(Monday)	Labor Day
November 10 or 11, 2014	(Monday or Tuesday)	Veterans Day
November 27, 2014	(Thursday)	Thanksgiving Day
December 25, 2014	(Thursday)	Christmas
January 1, 2015	(Thursday)	New Year's Day
January 19, 2015	(Monday)	Dr. Martin Luther King, Jr. Day
February 6, 12, or 13, 2015	(Friday, Thursday, or Friday)	Lincoln Day
February 16, 2015	(Monday)	Washington Day
May 25, 2015	(Monday)	Memorial Day

**Fiscal Year 2015-16**

July 3, 2015	(Friday)	Independence Day (Observance)
September 7, 2015	(Monday)	Labor Day
November 9, 11, or 13, 2015	(Monday, Wednesday or Friday)	Veterans Day
November 26, 2015	(Thursday)	Thanksgiving Day
December 25, 2015	(Friday)	Christmas
January 1, 2016	(Friday)	New Year's Day
January 18, 2016	(Monday)	Dr. Martin Luther King, Jr. Day
February 12, 2016	(Friday)	Lincoln Day
February 15, 2016	(Monday)	Washington Day
May 30, 2016	(Monday)	Memorial Day

**Fiscal Year 2016-17**

July 4, 2016	(Monday)	Independence Day
September 5, 2016	(Monday)	Labor Day
November 11, 2016	(Friday)	Veterans Day
November 24, 2016	(Thursday)	Thanksgiving Day
December 26, 2016	(Monday)	Christmas (Observance)
January 2, 2017	(Monday)	New Year's Day (Observance)
January 16, 2017	(Monday)	Dr. Martin Luther King, Jr. Day
February 10, 13, 14, or 17 2017	(Friday, Monday, Tuesday, Friday)	Lincoln Day
February 20, 2017	(Monday)	Washington Day
May 29, 2017	(Monday)	Memorial Day

**Action/Date Requested:** Information

**Contact:** For holiday or academic calendar configuration questions, call Elias Regalado, Fiscal Services, at (916) 445-1165 or e-mail at [eregalad@cccco.edu](mailto:eregalad@cccco.edu).

cc: Chief Business Officer  
Chief Instructional Officer  
Dean of Admissions and Records, Registrar  
Chief Information System Officer  
Dan Troy  
Elias Regalado

**TO:** Board of Trustees

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

**RE:** SOCCCD: District-wide Air Blown Fiber, Change Order No. 2, T and D Communications, Inc.

**ACTION:** Approval

---

### **BACKGROUND**

While undertaking the district-wide network refresh project, staff determined new data communications infrastructure throughout the district was necessary to accommodate the new network capabilities.

On November 17, 2014, the Board of Trustees approved a \$658,089 construction contract with T and D Communications, Inc. On February 23, 2014, the Board approved change order no. 1 for \$25,290 for a revised contract amount of \$683,379.

### **STATUS**

The required modifications contained in Change Order Request No. 2 are described in EXHIBIT A. Approval of Board Change Order No. 2 will result in an increase of \$9,798 and add 67 days to the approved project schedule.

The total change to the contract does not exceed the 10% limit allowed by Public Contract Code. Approval will bring the revised contract to \$693,177 with a revised contract completion date of June 30, 2015.

Funds are available in the End-of-Life Core Network/Tech Refresh budget with an approved basic aid project budget of \$3,000,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Board Change Order No. 2 (EXHIBIT A) for the District-wide Air Blown Fiber project and authorize staff to execute the corresponding change order with the contractor resulting in a \$9,798 increase in the total project cost and add 67 days to the project schedule, for a revised contract completion date of June 30, 2015, and a revised contract amount of \$693,177.

District-wide - Air Blow Fiber Project

Bid #318D

Board Change Order No. 2

April 27, 2015

Bid #	BID PACKAGE DESCRIPTION	CONTRACTOR		CONTRACT AMOUNT	Previously Approved COR's	BCO COR Total	REVISED CONTRACT AMOUNT	Previously Approved Time Extension (cal days)
318D	General Contractor	T and D Communications, Inc.		\$658,089.00	\$25,290.00	\$9,798.00	\$693,177.00	0
		12102 Severn Way Riverside, CA 92503	<b>TOTAL</b>	<b>658,089.00</b>			<b>693,177.00</b>	<b>0</b>

COR No.	Date	Description	Requested	Status	Amount	Time Extension
2	3/18/2015	Added terminations for use of 18 strand fiber in lieu of 12 strand for 13 runs at IVC and 3 runs at Saddleback, add one TDU (access point for connecting fiber) for the MDF at IVC	by Colleges	reviewed	\$9,798.00	67
		TOTAL THIS CHANGE ORDER REQUEST			\$9,798.00	

**TO:** Board of Trustees

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

**RE:** SOCCCD: Saddleback College, Sciences Building Project, Change Order No.1, C.W. Driver

**ACTION:** Approval

---

### **BACKGROUND**

On October 28, 2013, the Board of Trustees approved a \$53,844,044 Guaranteed Maximum Price construction contract with C.W. Driver for the Saddleback College Sciences Building project.

### **STATUS**

The district exercised the contract option to obtain the Builder's Risk Insurance at a cost of \$62,998 resulting in project savings. That savings and addition contract modifications are contained in Change Order Request No. 1 (EXHIBIT A). Approval of Board Change Order No. 1 will result in a decrease of \$218,772 with a revised contract amount of \$53,625,272.

Funds are available in the Saddleback College Sciences Building project budget with an approved basic aid project budget of \$67,358,346.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Board Change Order No. 1 (EXHIBIT A) for the Saddleback College Sciences Building project and authorize staff to execute the corresponding change order with the contractor resulting in a decrease of \$218,772 in the total project cost. The revised contract amount is \$53,625,272.

Saddleback College Sciences Building Project

Bid #2012

Board Change Order No. 1

April 27, 2015

Bid #	BID PACKAGE DESCRIPTION	CONTRACTOR		CONTRACT AMOUNT	Previously Approved COR's	BCO COR Total	REVISED CONTRACT AMOUNT	Previously Approved Time Extension (cal days)
2012	General Contractor	C.W. Driver		\$53,844,044.00	\$0.00	-\$218,772.00	\$53,625,272.00	
		15614 Alton Parkway, Suite 150 Irvine, CA 92618	<b>TOTAL</b>	<b>53,844,044.00</b>			<b>53,625,272.00</b>	<b>0</b>

COR No.	Date	Description	Requested	Status	Amount	Time Extension
1	6/5/2014	Saving from District's exercised option to obtain Builder's Risk	by District	reviewed	(\$512,711.00)	0
2.1	5/22/2014	Relocate chilled water, hot water and natural gas	by District	reviewed	\$25,866.00	0
3	3/20/2014	Extend sewer main	by District	reviewed	\$67,909.00	0
4	3/12/2014	Air Blown Fiber	by District	reviewed	\$47,010.00	0
5	2/26/2014	AT&T fiber relocation	by District	reviewed	\$48,293.00	0
6	6/16/2014	Relocate three (3) light poles	by College	reviewed	\$9,433.00	0
7	7/9/2014	Temporary street lighting along College Dr.	by District	reviewed	\$13,412.00	0
8	7/9/2014	Site pedestiran access controls	by District	reviewed	\$24,770.00	0
46	10/17/2014	Central Plant excavation and backfill revisions	by District	reviewed	\$2,305.00	0
59	10/8/2014	Central Plant - Souhtland COR #007 - Subgrade Preparation	by District	reviewed	\$25,599.00	0
63	10/1/2014	Added landscaping at Central Plant	by College	reviewed	\$23,997.00	0
70	10/17/2014	Cap plates at pipe support frames	by College	reviewed	\$5,345.00	0
		<b>TOTAL THESE CHANGE ORDER REQUESTS</b>			<b>-\$218,772.00</b>	

**TO:** Board of Trustees

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

**RE:** SOCCCD: Saddleback College Storage Area Networks (SAN)  
Technology Equipment, Extension of Term, NetApp, Inc.

**ACTION:** Approval

---

### **BACKGROUND**

Scheduled replacement of data center technology is ongoing. Saddleback College has selected NetApp, Inc. as the standard for storage area networks (SAN) and related software. On March 31, 2014, the board approved the use of the WSCA contract with NetApp, Inc. and their reseller, ePlus, Inc. pursuant to the Master Price Agreement No. B27170, awarded by the State of Minnesota, and approved for use in the state of California through Addendum No. B27170 for purchases made within the term of September 1, 2009 through August 31, 2014.

On February 23, 2015 the board approved an extended use of the Master Price Agreement No. B27170 through March 31, 2015.

### **STATUS**

The term of the NetApp, Inc. Master Price Agreement and their authorized resellers has been extended to September 30, 2015. Staff recommends approval of use. The agreement is available for review in the Facilities, Planning, and Purchasing Department. This extension applies to purchases made within the terms of the agreement and is contingent upon the availability of funds for each purchase. The estimated purchases will not exceed \$500,000.

Funding is available in the FY 2014-2015 Board approved basic aid technology budget, District-wide Server/Storage Schedule Maintenance Project in the amount of \$950,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve extended use of the Master Price Agreement No. B27170 through the extended date of September 30, 2015. Estimated expenditures for the term under this agreement will not exceed \$500,000.

**TO:** Board of Trustees

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

**RE:** SOCCCD: Advanced Technology and Education Park (ATEP), IVC First Building Project, Design-Build Criteria and Programming Architectural Services Agreement, Amendment No. 1, LPA, Inc.

**ACTION:** Approval

---

### **BACKGROUND**

On September 29, 2014, the Board of Trustees approved an agreement with LPA, Inc. for design-build criteria architectural services on the ATEP, IVC First Building project in the amount of \$644,300. The original agreement provided for an amendment of the contract terms by mutual consent of both parties.

ATEP branding services were included as a task in the work scope description of the original agreement.

### **STATUS**

While developing the request for proposal documents, the necessary work scope for the criteria architect's specific tasks were redefined. Staff determined that ATEP branding services would not be necessary and tasks related to site design increased. Staff recommends reallocating the contract amount of \$135,200 designated for branding services to the ATEP campus architect task for a no cost change to the original agreement.

Basic aid funds for these services are available within the approved project budget of \$23,000,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No. 1 (EXHIBIT A) with LPA, Inc. reallocating the contract amount of \$135,200 designated for branding services to the Advanced Technology and Education Park campus architect task. This is a no cost change and the total contract amount will remain \$644,300.



**AMENDMENT No. 1  
TO DESIGN-BUILD CRITERIA and PROGRAMMING ARCHITECTURAL  
SERVICES AGREEMENT  
FOR ATEP  
IVC FIRST BUILDING PROJECT**

**April 27, 2015**

**THIS AMENDMENT** shall modify the original agreement dated September 29, 2014, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and LPA, Inc, 5161 California Avenue, Irvine, California, 90403, hereinafter referred to as "CONSULTANT".

**WHEREAS**, Article 11, paragraph 16 of the original agreement provides that the terms, rates, and provisions of said agreement may be amended by mutual consent of both parties; and

**WHEREAS**, Article 6, paragraph 1, establishes a breakdown of services to be performed on a task by task basis; and

**WHEREAS**, Task 4 – ATEP branding services are no longer required and the designated amount of \$135,200, for Task 6 - ATEP campus architect services, is not sufficient to address additional costs of increased services; and

**NOW, THEREFORE**, the Parties agree to modify the original agreement reallocating \$94,600 from Task 4 to Task 6 – ATEP campus architect to address the increased need for site services for a new Task 6 amount of \$229,800:

Original Contract Amount:	\$644,300
<b>Amendment No. 1:</b>	<b><u>\$ 0</u></b>
<b>Total Contract Amount:</b>	<b>\$644,300</b>

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

"DISTRICT"  
South Orange County Community College District

"CONSULTANT"  
LPA, Inc.

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

By: \_\_\_\_\_  
Robert O. Kupper, AIA  
CEO

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

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

**TO:** Board of Trustees

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

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

**ACTION:** Approval

---

### **BACKGROUND**

Computer replacement for instructional and office use is ongoing. Hewlett Packard Co. has been selected as one of the districtwide standards and HP computers and related devices are routinely ordered. On March 31, 2014, the Board of Trustees approved contracting with Hewlett Packard Co. pursuant to the Master Price Agreement No. B27164, awarded by the state of Minnesota, and approved for use in the state of California through Addendum No. B27164 for purchases made within the term of September 1, 2009 through August 31, 2014.

On September 29, 2014 the Board approved an extension of the contract to December 31, 2014 and on February 23, 2015, the Board approved an extension of the contract to March 31, 2015.

### **STATUS**

The term of the Hewlett Packard Co. Master Price Agreement has been extended to September 15, 2015. Staff recommends approval of use. The agreement is available for review in the Facilities, Planning, and Purchasing Department. This extension applies to purchases made within the terms of the agreement and is contingent upon the availability of funds for each purchase. The annual purchases are not to exceed \$1,999,334.

Funding is available in the FY 2014-2015 Board approved district-wide basic aid technology budget, Desktop and Classroom Technology Refresh Project in the amount of \$1,999,334.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve use of the Master Price Agreement No. B27164 through the extended date of September 15, 2015. Annual expenditures for the term under this agreement will not exceed \$1,999,334.

**TO:** Board of Trustees

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

**RE:** SOCCCD: Contract with Neudesic LLC for Software Development

**ACTION:** Approval

---

### **BACKGROUND**

The Student Information System (SIS) is a core mission critical system, providing direct services to students and faculty as well as administrators, managers, and staff at the colleges.

In order to support SIS related software projects for this fiscal year, the District is in need of expertise in the area of software development and project management. Neudesic LLC provides these services and is familiar with SOCCCD's systems and development approach.

### **STATUS**

The following SIS related projects were prioritized by the District-wide Technology Committee (DTC) and approved by the Basic Aid Allocation Recommendation Committee (BAARC) for funding and development during FY 2014-2015:

- Automate Electronic Transcript Receiving
- Class Schedule Upgrade and Recommendation Engine

The colleges have also prioritized a project to build an Early Alert system using state SSSP funds and those funds will also be used to add features to the MySite Student Success Dashboard which is currently under development.

District IT is proposing that Neudesic LLC assist by providing software development and project management services for these basic aid projects.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the work order with Neudesic LLC, (EXHIBIT A), for an amount not to exceed \$1,215,800 for the term of April 28, 2015 through April 30, 2016.

Item Submitted by: *Dr. Robert Bramucci, Vice Chancellor, Technology & Learning Services*

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
WORK ORDER FOR INFORMATION TECHNOLOGY CONSULTANT SERVICES**

---

To: Neudesic, LLC  
8105 Irvine Center Drive, Suite 1200  
Irvine, CA 92618  
PO Number:

A contract between IT Consultant and South Orange County Community College District for IT Services was approved on November 17th, 2014. Based on that contract, IT Consultant shall complete the following projects, at the rates specified in the contract as described below:

Item	Description	Start Date	End Date	Not to Exceed Amt.
1	Assist in the development of automated electronic transcript receiving: project management, business analysis, and software development services.	4/28/15	12/31/15	\$226,800
2	Develop an entirely new online class schedule that is mobile-responsive and allows the colleges to brand and customize the content. The system will also leverage MAP and Sherpa to automatically adapt to the needs of the students creating a more personalized and focused experience.	5/1/15	4/30/16	\$735,000
3	Create a faculty-driven MySite page to support Early Alert Phase 1 and add related features to the Student Success Dashboard.	5/1/15	8/30/15	\$254,000

Work order approved by:  
DISTRICT

Accepted by:  
IT CONSULTANT

South Orange County Community College District

Neudesic, LLC

\_\_\_\_\_  
Dr. Debra L. Fitzsimons  
Vice Chancellor, Business Services

\_\_\_\_\_  
Parsa Rohani  
Chief Executive Officer

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Dr. Robert Bramucci  
Vice Chancellor, Technology and Learning Services

\_\_\_\_\_  
(Date)

**TO:** Board of Trustees

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

**RE:** SOCCCD: ATEP Land Exchange Demolition Project, Change Order No.2, AMPCO Contracting, Inc.

**ACTION:** Approval

---

### **BACKGROUND**

On September 29, 2014, the Board of Trustees approved a \$2,425,000 construction contract with AMPCO Contracting, Inc. of Anaheim, CA for the ATEP Land Exchange Demolition project. On February 23, 2015, the Board of Trustees approved a no cost change order extending the contract by 18 days.

### **STATUS**

Additional unforeseen circumstances were encountered while addressing utility, storm drain and grading issues requiring additional time for project completion.

The modifications contained in Change Order Request No. 2 are described in EXHIBIT A. Staff recommends approval of Board Change Order No. 2, a no cost change extending the contract by 37 days.

Basic aid funds for these services are available within the approved project budget.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Board Change Order No. 2 (EXHIBIT A) for the ATEP Land Exchange Demolition project and authorize staff to execute Board Change Order No. 2 with AMPCO Contracting, Inc. for a no cost change extending the contract by 37 days, with the total project cost remaining at \$2,425,000.

ATEP - Land Exchange Demolition

Bid #16

Board Change Order No. 2

April 27, 2015

Bid #	BID PACKAGE DESCRIPTION	CONTRACTOR		CONTRACT AMOUNT	Previously Approved COR's	BCO COR Total	REVISED CONTRACT AMOUNT	Previoulsy Approved Time Extension (cal days)
16	General Contractor	AMPCO Contracting, Inc.		\$2,425,000.00	\$0.00	\$0.00	\$2,425,000.00	
		1328 Allec Street CA 92805 Anaheim,	<b>TOTAL</b>	<b>2,425,000.00</b>			<b>2,425,000.00</b>	<b>18</b>

COR No.	Date	Description	Requested	Status	Amount	Time Extension
2	3/6/2015	Extend time allowed to complete the demolition project based on installation of additional drainage pipes and subsequent re-grading of the project.	by District	reviewed	\$0.00	15 days
	4/3/2015	Extend time allowed to remove additional piles and utility lines located on the site.	by Contractor	reviewed	\$0.00	2 days
	4/3/2015	Extend time allowed to remove and replace an existing site storm drain which was blocked and deteriorated due to age.	by District	reviewed	\$0.00	20 days
		<b>TOTAL THESE CHANGE ORDER REQUESTS</b>			<b>\$0.00</b>	<b>37 days</b>

**TO:** Board of Trustees

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

**RE:** SOCCCD: Board Policy Revision: BP-108 Vacancies of the Board, BP-172, Board Self Evaluation, BP-4015 Accommodations for Employees with Disabilities, BP-5205 Charge for Catalog, BP-5505 Grade Grievance Policy, BP-5610 Auditing Courses, BP-6120 Academic Freedom, BP-6130 Textbook Adoption; BP-5407 Financial Obligation Owed to the District

**ACTION:** Review / Study

---

### **BACKGROUND**

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

### **STATUS**

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

Legal counsel has been involved throughout the review process. The proposed policy was presented to the Chancellor's Council on April 16, 2015 for review and recommendation to the Chancellor.

### **RECOMMENDATION**

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

# BOARD POLICY

108

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

## VACANCIES ~~OF~~ ON THE BOARD

- A. Vacancies on the Board may be caused by any of the events specified in Government Code or any applicable provision in the Elections Code, or by a failure to elect. Resignations from the Board shall be governed by Education Code.
- B. Within 60 days of the vacancy or filing of a deferred resignation, the Board shall either order an election or make a provisional appointment to fill the vacancy.
- C. If an election is ordered, it shall be held on the next regular election date not less than 130 days after the occurrence of the vacancy.
- D. If a provisional appointment is made, it shall be subject to the conditions in Education Code. The person appointed to the position shall hold office only until the next regularly scheduled election for district governing board members, when the election shall be held to fill the vacancy for the remainder of the unexpired term.
- E. The provisional appointment will be made by a majority public vote of the board members at a public meeting.
- F. The Chancellor shall establish administrative procedures to solicit applications that assure ample publicity to and information for prospective candidates. The Board will determine the schedule and appointment process, which may include interviews at a public meeting.

### *Reference:*

*Education Code Sections 5090, et seq.*  
*Government Code 1770*

Adopted: 8-27-07

Reviewed by BPARAC & Chancellor on 4-29-13.No recommended change to policy.
--



# BOARD POLICY

172

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

## BOARD SELF EVALUATION

The Board is committed to assessing its own performance as a board in order to identify its strengths and areas in which it may improve its functioning.

To that end, the Board has established the following processes:

1. The Board of Trustees ~~Leadership~~ shall determine the instrument or process to be used in board self-evaluation. Any evaluation instrument shall incorporate criteria contained in these board policies regarding board operations, as well as criteria defining board effectiveness promulgated by recognized practitioners in the field. The process for evaluation shall be recommended to and approved by the Board.
2. If an evaluation instrument is used, all board members will be asked to complete the evaluation instrument and submit them to the board office ~~Board President, to be summarized and compiled.~~
3. A summary of the evaluations will be presented and discussed at an open board session scheduled for that purpose. The results will be used to identify accomplishments in the past year and goals for the following year in order to strengthen Board effectiveness.
4. ~~This process shall occur during the same time period as does the Board evaluation of the Chancellor.~~

### *Reference:*

*Accreditation Standard IV.B.1.e & g*

# BOARD POLICY

4015

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES PERSONNEL

## ACCOMMODATIONS FOR EMPLOYEES/APPLICANTS WITH DISABILITIES

The District is fully committed to ensuring equal employment opportunity for qualified applicants and/or employees. When an employee or applicant has disclosed a disability as defined by the Americans with Disabilities Act (ADA) and/or the Fair Employment and Housing (FEHA) or there is evidence that an employee may need an accommodation due to a disability, it is the policy of the District to explore possibilities of reasonable accommodations. prior to making any employment related decision, in accordance with applicable State and Federal laws.

An accommodation is reasonable if it does not impose an undue hardship on the District. The District will determine whether reasonable accommodations can be made, and the type of accommodations to provide. The District will not provide accommodations that would pose an undue hardship upon the District, or that would endanger the health or safety of the employee or others. and allows the employee to perform the essential functions of his or her position. Undue hardship is defined as an action requiring significant difficulty or expense when considered in light of a number of factors, including but not limited to, the nature and cost of the accommodation and whether the accommodation is defined as actions that are excessively costly, extensive, substantial, or disruptive, or that would fundamentally alter the nature or operation of the business.

At the District's request, the employee will be responsible for providing ~~medical~~ documentation which describes the employee's physical and mental limitations in order to assist the District ~~managers~~ in understanding the nature of the employee's functional limitations requiring accommodation. The ~~medical documentation information that is provided~~ by the employee will be used by the District for the sole purpose of evaluating the employee's reasonable accommodations.

The District will protect the ~~documentation medical information that is provided~~ by the employee in accordance with applicable State and Federal laws.

The employee and the manager/supervisor, with the assistance of the District's Office of Human Resources, will participate in a timely, good faith interactive discussion concerning the functional limitations, the ability to perform the essential functions of the job with or without accommodation, and to determine the possibility of an effective accommodation. Employees will be afforded the opportunity to have a representative present during the interactive discussion.

Reasonable accommodation can include, but is not limited to, modifying job duties, changing the work shift, providing paid or unpaid leaves for medical care, accommodating schedules, modifying the work area, and providing mechanical or electronic aids.

*Reference:*

*Americans with Disabilities Act of 1990 (Pub. L. 101-336) (ADA)*

*California Fair Employment and Housing Act (FEHA) Government Code 12900-12996*

# BOARD POLICY

5205

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

STUDENTS

## CHARGE FOR CATALOG

~~The college catalogs are available for sale to the public for a charge in the bookstores. If a catalog is mailed, there will be an additional charge assessed for postage.~~

DELETE BP – Move language to Administrative Regulation

Adopted: 6-16-75  
Revised: 5-15-89  
Technical Update: 4-26-99  
Reviewed: 10-13-10

# BOARD POLICY

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

5505

STUDENTS

## GRADE GRIEVANCE POLICY

DELETE: Language will be moved to new AR-5505 Grade Grievance Policy

### I. GENERAL PROVISIONS

#### A. Grade Grievance

- ~~By law, the instructor is solely responsible for the grades assigned; no instructor~~
- ~~may be directed to change a grade except in certain narrow circumstances~~
- ~~authorized by California Education Code).~~

#### B. California Education Code

- ~~When grades are given for any course of instruction taught in a community college district, the grade given to each student shall be the grade determined by the instructor of the course and the determination of the student's grade by the instructor, in the absence of mistake, fraud, bad faith, or incompetence, shall be final.~~
- ~~This policy provides the procedures for challenging grades given in any course of instruction offered in the District. This policy does not apply to the following:~~
  - ~~1. The challenge process for prerequisites, corequisites, advisories, and limitations on enrollment.~~
  - ~~2. Student discipline.~~
  - ~~3. Employee discipline.~~
  - ~~4. Challenges to established district policies and administrative regulations.~~
  - ~~5. Financial claims against the District.~~

### II. DEFINITIONS

- ~~A. Mistake: an unintentional act, omission or error by the instructor or the college.~~
- ~~B. Fraud: a deception deliberately practiced in order to secure unfair or unlawful gain.~~
- ~~C. Bad Faith: an intent to deceive or to act in a manner contrary to law and/or a grade assigned because of a student's protected characteristics contrary to Education Code and Title 5, California Code of Regulations. If, pursuant to the discrimination and harassment complaint procedure it is determined that a grade was the results of~~

GRADE GRIEVANCE POLICY

~~discrimination or harassment the grade may be changed as a remedy for the discrimination or harassment.~~

~~D. Incompetence: a lack of ability, legal qualification, or fitness to discharge a required duty.~~

~~E. Day: Unless otherwise provided, day shall mean any day on which the District administrative offices are open for business. The deadlines contained herein may be modified by mutual agreement of the parties.~~

~~F. Student: A currently enrolled student or a former student. Former students shall be limited to grievances relating to course grades to the extent permitted by Education Code and the provisions herein.~~

~~G. Respondent: Any person claimed by a grievant to be responsible for the alleged grievance.~~

~~H. The College President: The President of the College or a designated representative of the College President.~~

~~I. Ombudsperson: The College President shall appoint an employee who shall assist students in seeking resolution by informal means. This person shall be called an ombudsperson.~~

### III. ~~INFORMAL RESOLUTION~~

~~Any student who believes he or she has a grade grievance shall make a reasonable effort to resolve the matter on an informal basis prior to requesting a grievance hearing, and shall attempt to resolve the problem with the faculty member with whom the student has the grievance or that person's dean or designee. If informal resolution of the problem is not possible, the student may elect to pursue a formal grievance pursuant to the procedures herein.~~

### IV. ~~FORMAL GRIEVANCE PROCESS~~

#### ~~A. Written Statement of Grievance~~

~~Any student who believes he or she has a grade grievance shall file a written, signed Statement of Grievance form stating the basis for the grade grievance with the appropriate dean or designee no later than 45 days after the student knew or should have known of the grade in the course. The dean or designee shall provide a copy of the written Statement of Grievance form to the affected faculty member within 5 days after~~

Adopted: 8-24-82

Revised: 5-15-89

Technical Update: 4-26-99

Revised: 2-26-07

~~the form has been filed. The Statement of Grievance must be filed whether or not the student has initiated efforts at informal resolution, if the student wishes the grievance to become official. The faculty member shall not engage in any conduct that may be construed as retaliation for filing the grievance. Filing a grievance is a protected activity.~~

~~B. Request for a Grievance Hearing~~

~~— The student may request a grievance hearing after the written Statement of Grievance form has been filed. A request for a grievance hearing shall be filed with the appropriate dean or designee on a Request for Grievance Hearing form within 30 days after filing the Statement of Grievance.~~

~~— The student may withdraw his/her written Statement of Grievance and/or Request for a Grievance Hearing at any time. The notice of withdrawal shall be in writing and filed with the appropriate dean or designee. The dean or designee shall notify the affected faculty member in writing within 5 days that the student has withdrawn the grievance and no further action may be taken.~~

~~C. Grievance Hearing Panel~~

- ~~1. The Grievance Hearing Panel shall consist of the appropriate dean or designee, a representative appointed by the Associated Student Government and a faculty member appointed by the Academic Senate.~~
- ~~2. Within 15 days following receipt of the Request for Grievance Hearing, the Hearing Panel shall meet to select a Chair and to determine on the basis of the Statement of Grievance whether there is sufficient grounds for a hearing.~~
- ~~3. The determination of whether the Statement of Grievance presents sufficient grounds for a hearing shall be based on the following:~~
  - ~~a. The Statement of Grievance contains facts which, if true, would constitute a grievance under these procedures and;~~
  - ~~b. The grievant is a student as defined in these procedures and;~~
  - ~~c. The grievant is personally and directly affected by the alleged grievance and;~~
  - ~~d. The grievance was filed in a timely manner and;~~
  - ~~e. The grievance is not, based on the allegations contained in the written grievance, frivolous, without foundation or filed for the purposes of harassment. In determining whether a grievance is frivolous, without foundation or filed for~~

Adopted: 8-24-82

Revised: 5-15-89

Technical Update: 4-26-99

Revised: 2-26-07

~~purposes of harassment, the panel shall not at this phase, consider facts outside the grievance.~~

- ~~4. If the Grievance Hearing Panel determines that the written Statement of Grievance does not meet each of the aforementioned requirements, within 5 days of the Hearing Panel decision, the Chair shall notify the student in writing that the Request for a Grievance Hearing has been rejected. The notice shall contain the specific reasons for the rejection of a hearing and the procedures for appeal (See Section V.A. 1 herein).~~
- ~~5. If the Grievance Hearing Panel determines that the written Statement of Grievance meets each of the aforementioned requirements, the Chair shall schedule a grievance hearing no later than 45 days from the decision of the Hearing Panel. All parties to the grievance shall be notified in writing by the Chair of the date, time and location of the grievance hearing 10 days prior to the grievance hearing.~~

#### ~~D. Hearing Procedures~~

- ~~1. The decision of the Grievance Hearing Panel Chair shall be final on all matters the conduct of the hearing unless there is a vote of a majority of the other members of the panel to the contrary.~~
- ~~2. Each party to the grievance may call witnesses and introduce oral and written testimony relevant to the issues alleged in the grievance. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. The parties shall exchange exhibits and lists of witnesses 5 days prior to the hearing.~~
- ~~3. Unless the Grievance Hearing Panel determines to proceed otherwise, each party to the grievance shall be permitted to make an opening statement. Thereafter, the grievant shall make the first presentation, followed by the respondent. The grievant may present rebuttal evidence after the respondent's evidence. The burden shall be on the grievant to prove by a preponderance of the evidence that the facts alleged are true and that a grievance has been established as specified above.~~
- ~~4. Each party to the grievance may represent himself or herself or may be represented by a person of his or her choice. A party shall not be represented by an attorney unless notification is presented to the Chair 10 days prior to the date of the hearing. If one party is permitted to be represented by an attorney, any other party shall have the right to be represented by an attorney. The Chair of the Hearing Panel may continue the hearing in order to accommodate counsel upon a showing of good cause. The Hearing Panel may also request legal assistance through the College President. Any legal advisor provided to the Hearing Panel sits in an advisory capacity but shall not be a member of the Panel nor vote with it.~~

Adopted: 8-24-82

Revised: 5-15-89

Technical Update: 4-26-99

Revised: 2-26-07

Reviewed by BPARAC & Chancellor on 12-17-12
--



- ~~5. Hearing shall be closed and confidential. Witnesses shall not be present at the hearing when not testifying.~~
- ~~6. The hearing shall be recorded by the Hearing Panel Chair by recording or stenographic recording and this document shall be the only recording made of the proceedings. No witness who refused to be recorded may be permitted to give testimony. At the onset of the hearing the Chair shall ask each person present to identify themselves by name and thereafter shall ask witnesses to identify themselves by name. The recording shall remain in the custody of the College at all times, unless released to a professional transcribing service. Any party may request a copy of the recording at their own expense.~~
- ~~7. All Testimony shall be taken under oath administered by the Chair. Written statements of witnesses under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be tape recorded shall be considered to be unavailable.~~

---

#### ~~E. Hearing Panel Decision~~

~~Within 15 days following the close of the hearing, the Grievance Hearing Panel shall prepare a written decision which shall include specific factual findings regarding the grievance and the specific conclusions regarding whether a grievance has been established as defined above. Where appropriate the decision shall articulate the factual basis for any credibility determinations necessary to the panel's decision. The Hearing Panel decision shall also include a specific statement regarding the relief to be afforded the grievant if any. The Hearing Panel decision shall be based only on the record of the hearing, and not on matters outside the record. The record consists of the written Statement of Grievance, any written response by the respondent and the oral and written evidence produced at the hearing.~~

---

### ~~V. APPEAL PROCESS~~

---

#### ~~A. Written Statement of Appeal~~

- ~~1. Within 10 days following the Grievance Hearing Panel decision regarding the merits of the grievance, any party to the grievance may file a written Statement of Appeal with the College President. The written Statement of Appeal shall state the specific basis for the appeal and shall be sent to all parties.~~
- ~~2. All parties may submit a written response to the appeal to the College President within 10 days of the filing of the written Statement of Appeal.~~

Adopted: 8-24-82

Revised: 5-15-89

Technical Update: 4-26-99

Revised: 2-26-07

Reviewed by BPARAC & Chancellor on 12-17-12
--

GRADE GRIEVANCE POLICY

- ~~3. The College President shall review the record of the hearing and the documents submitted in connection with the appeal, but shall not consider any matters outside the formal record. The College President may decide to sustain, reverse or modify the decision of the Grievance Hearing Panel. The College President's decision shall be in writing and shall include a statement of reasons for the decision. The College President's decision shall be final.~~
- ~~4. The decision on appeal shall be reached within 20 days after receipt of the appeal documents. Copies of the College President's decision shall be sent to all parties.~~
- ~~5. Within 10 days following the Grievance Panel's decision regarding whether the Statement of Grievance warrants a formal Grievance Hearing, any party to the grievance may file a written Statement of Appeal with the College President. The College President shall review the Statement of Grievance and the Request for a Grievance Hearing in accordance with the requirements for a grievance provided herein but shall not consider any other matters. The College President's decision whether to grant a grievance hearing shall be final and not subject to further appeal. The filing of an appeal pursuant to this provision shall stay all proceedings on the underlying grievance until a decision is reached by the College President. If the College President's decision is that the matter shall proceed to a hearing the time lines shall be extended by the period of time the matter was under consideration with the College President.~~

*References:*

- ~~—California Education Code, Section 76224(a), 66250, 66270~~
- ~~—Title 5, California Code of Regulation, Section 593000 et. Seq.~~

Adopted: 8-24-82

Revised: 5-15-89

Technical Update: 4-26-99

Revised: 2-26-07

Reviewed by BPARAC & Chancellor on 12-17-12
--

# BOARD POLICY

5610

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

STUDENTS

## AUDITING COURSES

All students must enroll in each course for either a letter grade or on a pass/no pass basis.  
Auditing credit courses is not permitted.

Revised: 5-15-89  
Revised: 4-26-99  
Revised: 9-26-05

Reviewed: 10-13-10  
Reviewed:

# BOARD POLICY

6120

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

INSTRUCTION

## ACADEMIC FREEDOM

The South Orange County Community College District Board of Trustees seeks to encourage and protect academic freedom and responsibility. The SOCCCD is committed to the free pursuit and dissemination of knowledge, and it seeks to foster the integrity of the teaching-learning process—(Accreditation Standard II.A.2). The SOCCCD Board of Trustees, administration, faculty, staff, and students all bear an obligation to protect, preserve, and promote academic freedom within the institution.

### Reference:

Accreditation Standard II.A.2

Adopted: 12-11-00  
Revised: 10-24-05  
Reviewed: 11-16-10

# **BOARD POLICY**

**6130**

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

INSTRUCTION

## **TEXTBOOK ADOPTION**

Textbooks and other instructional materials shall be selected by the instructor of the course.

Adopted: 9-29-69  
Revised: 6-09-75  
Technical Update: 4-26-99

Revised: 01-31-06  
Reviewed: 11-16-10  
Reviewed:

# BOARD POLICY

5407

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

STUDENTS

## FINANCIAL OBLIGATION OWED TO THE DISTRICT

Grades, transcripts, diplomas, and registration privileges, or any combination thereof, shall be withheld from any student or former student who has been provided with written notice that he or she has failed to pay a proper financial obligation due to the district or a college of the district. Any item or items withheld shall be released when the student satisfactorily meets the financial obligation. The college(s) catalog(s) covers this policy in greater detail.

### *Reference:*

~~California~~ Education Code, Section 70902

Adopted: 8-01-73  
Revised: 5-15-89  
Technical Update: 4-26-99  
Reviewed: 10-13-10

**TO:** Board of Trustees

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

**RE:** Irvine Valley College: Administrative Regulation 2150, Smoke Free District, Fine Amount

**ACTION:** Approval

---

### **BACKGROUND**

In January 2015 the Board of Trustees passed Board Policy and Administrative Regulation 2150, designating the District as a Smoke-Free District. The Administrative Regulation states that violators may be subject to a citation.

### **STATUS**

The Police Department at Irvine Valley College (IVC) requires the means to carry out the enforcement of Administrative Regulation 2150. While the majority of students, faculty, and staff are expected to voluntarily comply with AR 2150, a fine must be established as a tool to gain compliance. Citations shall be issued through established procedures for administrative citations. Violators shall initially be verbally warned by a Police Officer, and the name of the violator entered into the Police Department's records system to document the issued verbal warning. A subsequent violation may result in the issuance of a citation. A violator may have their first citation reduced to a warning upon contacting the Police Department, reviewing Board Policies and Administrative Regulations that are pertinent to the violation and other administratively citable offenses, and then signing a statement that the person has read and understood the regulations. A second citation cannot be reduced through the aforementioned process, but may be contested by requesting an administrative hearing through the Police Department. A \$38.00 fine, consistent with the current bail schedule for parking violations, should be authorized to support the issuance of citations for violating Administrative Regulation 2150.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the new fine amount of \$38.00 for IVC for the violation of Administrative Regulation 2150. This fine amount is consistent with the current bail schedule for parking violations.

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

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** Irvine Valley College: Reorganization of Instructional Unit  
**ACTION:** Approval

---

### **BACKGROUND**

Since fall 2007, Irvine Valley College (IVC) has experienced a 32% growth in full-time equivalent students (FTES), the number of sections has grown by 26%, and the number of full-time faculty has risen by 30%. The instructional unit at IVC has nine schools (divisions) of unequal sizes. Because of the relatively small number of deans at IVC, it has been necessary to cluster two or three schools under one dean's administrative assignment. Currently, two deans have three schools, one dean has two schools, and one dean has one school. As a result of this practice and the college's growth, the workloads across IVC deans have become increasingly imbalanced. The School of the Arts is currently the largest instructional school with significant facilities responsibilities for studio arts, digital media, the performing arts, and forensics. It is desirable to alter this dean's assignment to focus primarily on the Arts. Additionally, the effectiveness of the career technical programs in the School of Business Sciences will be enhanced by leadership provided by the Dean, Online and Extended Education.

### **STATUS**

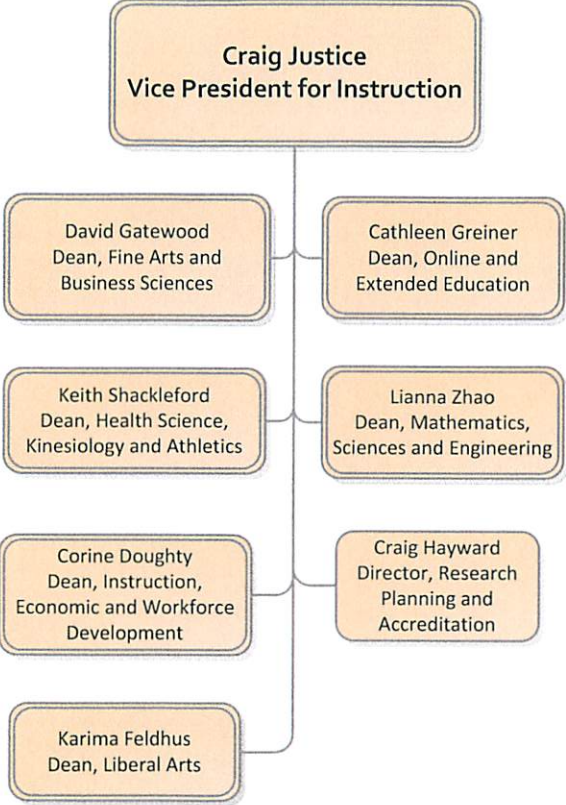
The vacancy caused by the resignation of the incumbent Dean of Fine Arts and Business Sciences provides an opportunity to shift some components of this dean's assignment so that deans' workloads become focused and more balanced at Irvine Valley College. There is no budgetary impact resulting from this action.

### **RECOMMENDATION**

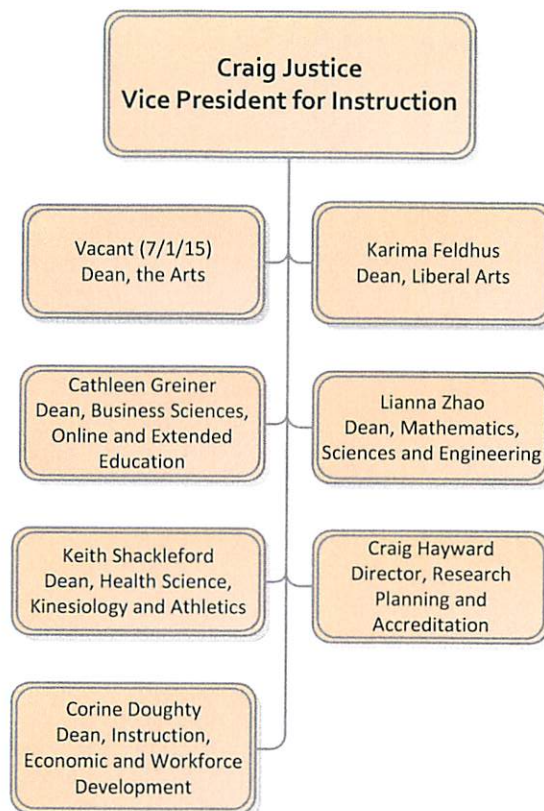
The Chancellor recommends that effective July 1, 2015: The Dean, Fine Arts and Business Sciences is to be split into two positions: (1) Dean, the Arts and (2) Dean, Business Sciences, Online and Extended Education. Additionally, the positions of Dean, Online and Extended Education and Dean, Fine Arts and Business Sciences are to be eliminated, with the incumbent Dean, Online and Extended Education being assigned to the position of Dean, Business Sciences, Online and Extended Education. The current and proposed organizational charts for the affected instructional units are presented in EXHIBIT A.



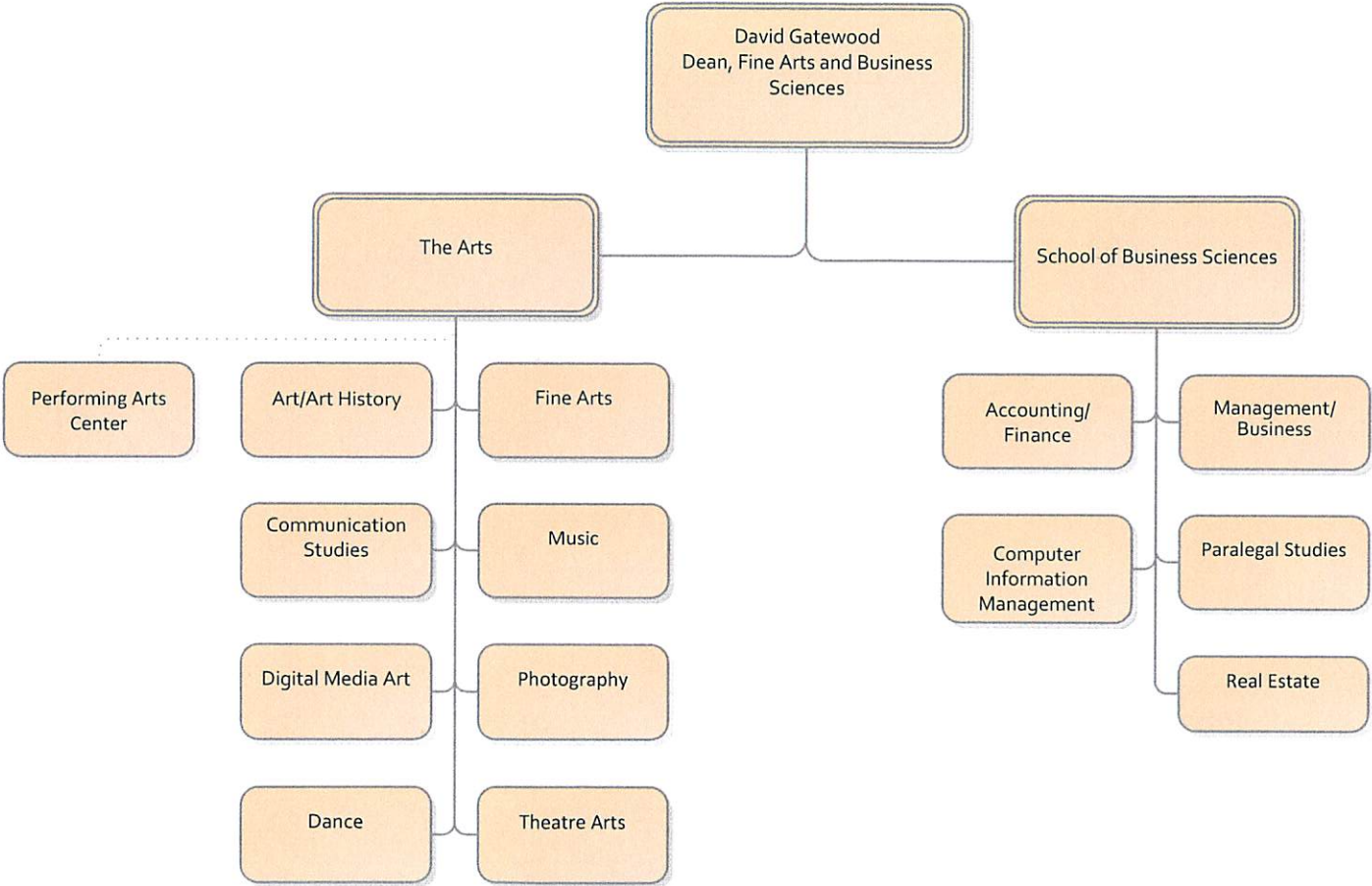
Office of Instruction  
(Current)



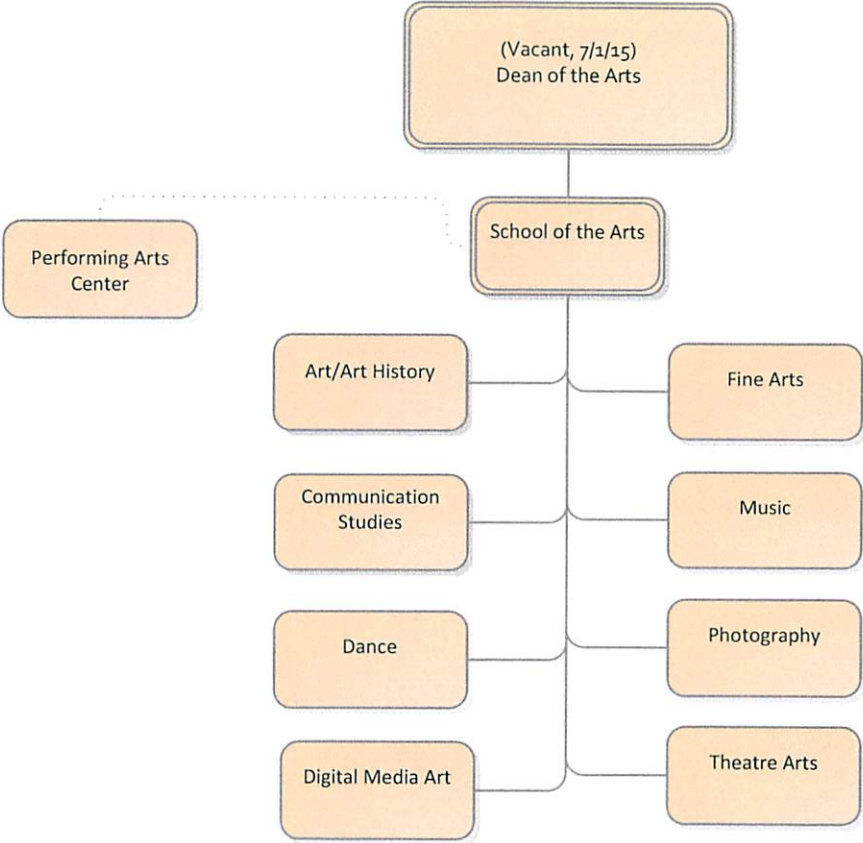
Office of Instruction  
(Proposed)



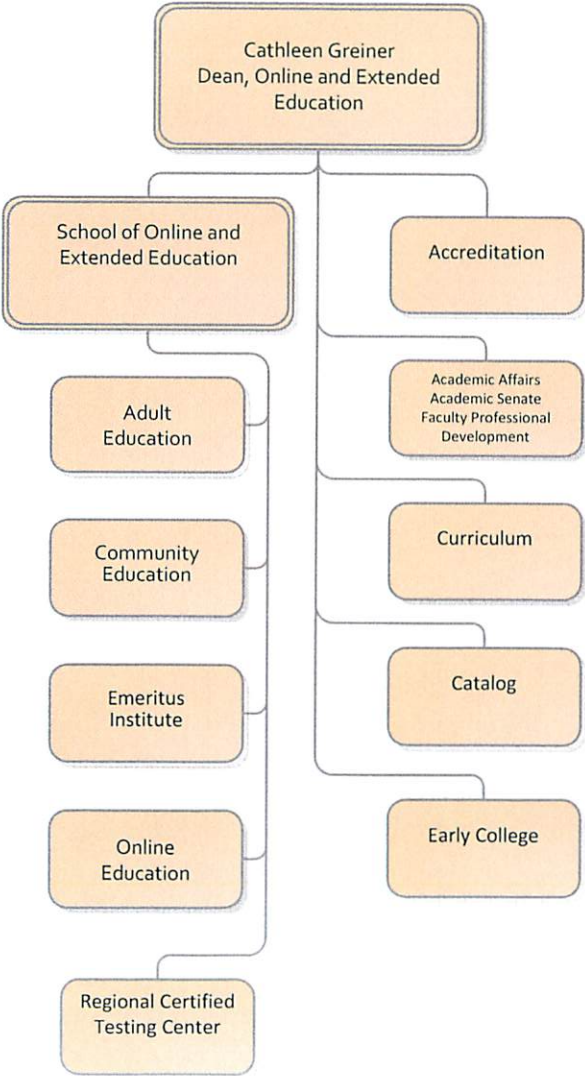
School of Business Sciences,  
& School of the Arts (Current)



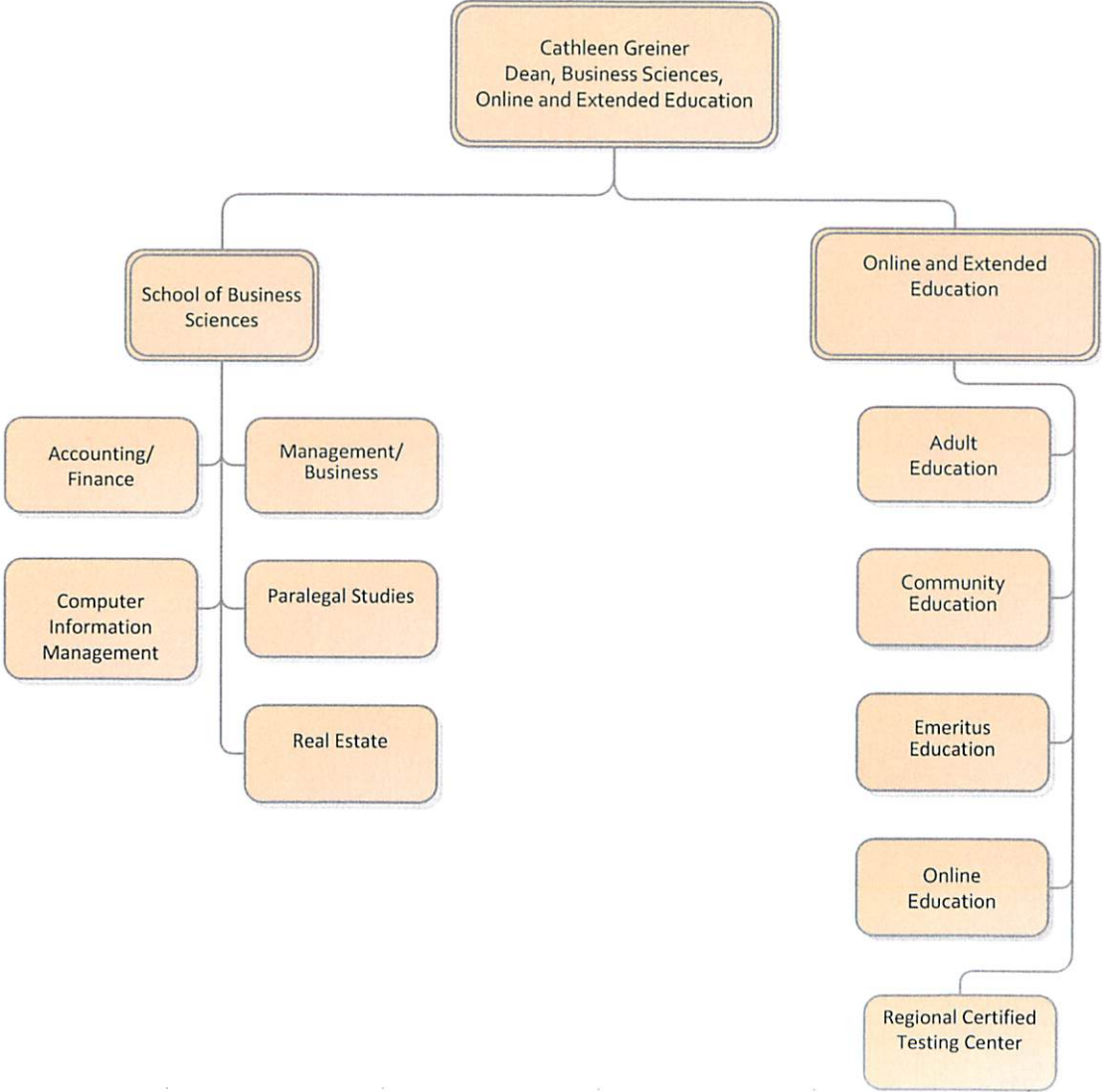
School of the Arts (Proposed)



Online and Extended Education  
(Current)



School of Business Sciences  
Online and Extended Education  
(Proposed)



**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 Nancy Padberg was absent from the March 30, 2015 board meeting due to medical reasons.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt resolution 15-19 (Exhibit A) authorizing payment to Trustee Padberg who was absent from the March 30, 2015 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 15-19**

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 March 30, 2015, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Trustee Nancy Padberg could not be present at the meeting; and  
WHEREAS, it was determined that Trustee Padbergs' absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Trustee Nancy Padberg shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, March 30, 2015.



**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**

Student Trustee Keefe Carrillo was absent from the March 30, 2015 board meeting due to out of town travel.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt resolution 15-20 (Exhibit A) authorizing payment to Student Trustee Carrillo who was absent from the March 30, 2015 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 15-20**

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 March 30, 2015, the Board of Trustees of the South Orange County Community College District held a meeting; and

WHEREAS, Student Trustee Keefe Carrillo could not be present at the meeting; and WHEREAS, it was determined that Student Trustee Carrillo's absence was due to a hardship;

NOW, THEREFORE, BE IT RESOLVED that Student Trustee Keefe Carrillo shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on Monday, March 30, 2015.

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

---

**BACKGROUND**

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

**STATUS**

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

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

**RECOMMENDATION**

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

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

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS**

**A. NEW PERSONNEL APPOINTMENTS**

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

- a. JARAMILLO, JOHN, is to be employed as Dean of Economic and Workforce Development and Business Science, Pos #5158, Academic & Classified Administrators/Classified Managers Salary Range 22, Step 4, Division of Business Science and Economic and Workforce Development, Saddleback College, effective May 18, 2015. This is a replacement position for Rocky Cifone, who resigned. (Exhibit B, Attachment 1)
- b. TENG, ANTHONY, is to be employed as Dean of Advanced Technology and Applied Science, Pos #4617, Academic & Classified Administrators/Classified Managers Salary Range 22, Step 5, Division of Advanced Technology and Applied Science, Saddleback College, effective May 18, 2015. This is a replacement position for Don Taylor, who retired. (Exhibit B, Attachment 2)

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

- a. ENRIGHT, EVAN, is to be employed as Mathematics Instructor, Pos #5100, Division of Mathematics, Science and Engineering, Saddleback College, effective August 10, 2015. Approximate Salary Placement: Class II, Step 1. This is a new position approved by the Board of Trustees on October 27, 2014. (Exhibit B, Attachment 3)
- b. LUQUE, JONATHAN, is to be employed as Mathematics Instructor, Pos #5177, Division of Mathematics, Science and Engineering, Saddleback College, effective August 10, 2015. Approximate Salary Placement: Class II, Step 1. This is a new position approved by the Board of Trustees on October 27, 2014. (Exhibit B, Attachment 4)

**3. 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>
<sup>1</sup> Erbas-White, Iknur	MS/Applied Math	Architecture/SC	V/17	05/26/15
Kavoosian, Parto	MA/Accounting	Accounting/IVC	II/1	05/26/15
McIntosh, Sarah	PhD/Psychology	Psychology/IVC	V/1	05/26/15
Robertson, Trina	MS/Nutrition	Foods/Nutrition/SC	II/1	05/26/15
Schwan, Vicky	MA/Counseling	Sign Language/IVC	II/1	06/15/15
Windisch, Todd	MS/TESOL	ESL/SC	II/1	06/01/15

---

<sup>1</sup> Full-time Mathematics Instructor at Irvine Valley College.

**A. NEW PERSONNEL APPOINTMENTS – Continued**

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

**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>
Ramirez, Ernest	MBA/Business Admin.	Accounting/IVC	II/1	05/26/15

Equivalency is based on a Bachelor of Arts degree in English and Psychology and a Master's degree in Business Administration from UC Irvine. Mr. Ramirez has completed all required coursework to qualify for the CPA exam. He worked as a staff accountant for Price Waterhouse for two years and as a Senior Financial Analyst for Walt Disney Company. He has worked in the accounting profession as the Chief Financial Officer for Reflective Entertainment and as a Studio Head in Game Development for Amazon.com over the past 15 years. From 1999-2008, Mr. Ramirez also taught Accounting 1A, Accounting 1B, and QuickBooks for Irvine Valley College.

**4. 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>
Arellano, Cristina	MA/Educ. Counseling	EOPS/IVC	II/1	04/24/15
<sup>2</sup> Hanson, Maria	MA/Educ. Counseling	Counseling/SC	II/2	04/20/15

**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.

---

<sup>2</sup> Spouse of Christian Hanson, HVAC Technician at Irvine Valley College

**A. NEW PERSONNEL APPOINTMENTS – Continued**

4. **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>
Vazquez, Edgar	BA/History	Track & Field/SC	I/1	04/16/15

Equivalency is based on Mr. Vazquez possessing a Bachelor of Humanities degree in History from Concordia University and holds a Sports Medicine Certification. Mr. Vazquez has over four years of collegiate experience in track and holds two conference titles, and four All-American honors in track and field. He has been coaching sports since he was 19 years old and comes from the Saddleback College track and field program where he then transferred to Concordia University.

**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>
Vargish, Timothy	Speaker, Guest Lecture Series/SC	100.00	04/03/15-04/03/15

2. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated at their respective hourly rate for Non-Instructional Assignments/Projects (3-for-1) for 2014/2015 fiscal year.

<u>Name</u>	<u>Assignment/Project</u>	<u>Effective Date</u>
Akhavan, Susan	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Anderson, Michael	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Beasley, James	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Beck, Rebecca	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Betts, Robert	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Brown, Kevin	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Coleman, Catherine	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Do, Anhy	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Fesler, Susan	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Hildebrand, Colleen	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Knygnytska-Johnson,M	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Livote, Michelle	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Luther, Barbara	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Ponzillo, Gizelle	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Ramirez, Christian	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Russell, Vanessa	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Stern, Heather	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Stern, Susan	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Warner, Brent	Read/Grade Writing Samples/IVC	06/01/15-08/07/15
Wilson, Jeffrey	Read/Grade Writing Samples/IVC	06/01/15-08/07/15

**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 Amount (\$)</u>	<u>Effective Date</u>
Afshari, Maryam	Academic Reading Practicum/SC	209.76	01/20/15-05/15/15
Alexander, Ariel	Professional Dev./Perkins/SC	209.76	03/20/15-03/20/15
Bennett, Michael	Professional Dev./Perkins/SC	209.76	03/20/15-03/20/15
Bower, Karyn	Professional Dev./Perkins/SC	209.76	03/20/15-03/20/15
Bowman, Donald	Professional Dev./Perkins/SC	524.40	03/02/15-03/20/15
Chang, Sarah	Academic Reading Practicum/SC	209.76	01/20/15-05/15/15
Duffy, Michelle	FAF Panel of Experts/SC	500.00	02/20/15-05/22/15
Inlow, Lisa	Professional Dev./Perkins/SC	209.76	03/19/15-03/20/15
Jenkins, Christina	FAF Panel of Experts/SC	500.00	02/20/15-05/21/15
Mamoon, Safiah	Professional Dev./Perkins/SC	104.88	03/20/15-03/20/15
Meyer, Clifford	Women in Green/Perkins/SC	2,250.00	01/24/15-03/31/15
Mezo, Laszlo	Music Rehearsal/Concert/SC	506.92	01/20/15-01/29/15
Pino, David	AVID Professional Dev./SC	50.00	11/14/14-11/14/14
Rosenberg, Alannah	FAF Panel of Experts/SC	700.00	02/20/15-05/22/15
Rousseau, Michele	Project Dir. NSF iUSE Grant/SC	8,315.72	01/20/15-05/22/15
Russo, John	Professional Dev. /Perkins/IVC	209.76	03/20/15-03/20/15
Shults, Maryanne	Professional Dev. /Perkins/SC	209.76	03/20/15-03/20/15
Stephens, Blake	Professional Dev. /Perkins/SC	209.76	03/20/15-03/20/15
Stevenson, Glen	Professional Dev. /Perkins/SC	104.88	03/20/15-03/20/15

**D. REORGANIZATION OF ACADEMIC ADMINISTRATOR POSITIONS**

1. **IRVINE VALLEY COLLEGE**, Office of Instruction, seeks authorization to reorganize the duties for the following Academic Administrator positions within their organization as defined in Title 5 Education Regulation, Section (c), Recruitment 53021.
  - a. **ELIMINATE** DEAN OF FINE ARTS AND BUSINESS SCIENCES, Pos #4647, Office of Instruction, Irvine Valley College, Academic & Classified Administrators/Classified Managers Salary Range 22, full-time, and **CREATE AND ANNOUNCE** DEAN OF THE ARTS, Office of Instruction, Academic & Classified Administrators/Classified Managers Salary Range 22, full-time, effective July 1, 2015. Change the reporting structure for the faculty and staff affected by this change. (Position #4647 was approved by the Board of Trustees on July 30, 2012) (Exhibit B, Attachment 5)
  - b. **ELIMINATE** DEAN OF ONLINE AND EXTENDED EDUCATION, Pos #4743, Office of Instruction, Academic & Classified Administrators/Classified Managers Salary Range 22, full-time, and **CREATE** DEAN OF BUSINESS SCIENCES, ONLINE AND EXTENDED EDUCATION, Office of Instruction, Academic & Classified Administrators/Classified Managers Salary Range 22, full-time, effective July 1, 2015. Change the reporting structure for the faculty and staff affected by this change. (Position #4743 was approved by the Board of Trustees on February 25, 2013) (Exhibit B, Attachment 6)

**D. REORGANIZATION OF ACADEMIC ADMINISTRATOR POSITIONS - Continued**

- i. **CHANGE** ANNA CATHLEEN GREINER, ID #19405, from Dean of Online and Extended Education, Office of Instruction, Pos #4743, Academic & Classified Administrators/Classified Managers Salary Range 22, Step 3, full-time, to Dean of Business Sciences, Online and Extended Education, Office of Instruction, Academic & Classified Administrators/Classified Managers Salary Range 22, Step 4, full-time, effective July 1, 2015.

**E. EXTENSION/REVISION OF ADMINISTRATIVE INTERIM ASSIGNMENT (Ratified – Pursuant to Board Policy 4002.1)**

1. BUSCHE, DONALD, ID #1263, Interim Dean of Advanced Technology and Applied Science, Pos #4617, Division of Advanced Technology and Applied Science, Saddleback College, Integrated Academic/Classified Administrators/Managers Salary Range 22, Step 5, 24 percent of full time (9.6 hours per week), temporary assignment, is to be changed to 20 percent of full time (8 hours per week) and extended effective April 16, 2015, through May 15, 2015, or sooner. This is a temporary replacement for Don Taylor, who retired.

**F. AUTHORIZATION TO ELIMINATE ACADEMIC POSITIONS AND/OR POSITION NUMBERS**

1. COUNSELOR, Pos #1639, Academic Faculty position, Division of Transfer, Career and Special Programs, Saddleback College, seeks authorization to eliminate this full-time position from its staff complement, effective December 1, 2014. This position was replaced with EOPS Counselor, Pos #5136, which was approved by the Board of Trustees on November 17, 2014.

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

1. ROSS, PRISCILLA, ID #3265, Biology Instructor, School of Life Sciences and Technology, Irvine Valley College, Pos #3265, resignation effective May 22, 2015, and retirement effective May 25, 2015. Payment is authorized for any compensated time off. (Start date: August 20, 1990)



**ATTACHMENT 1**

NAME: JOHN ANTHONY JARAMILLO

POSITION: DEAN OF ECONOMIC AND WORKFORCE DEVELOPMENT AND  
BUSINESS SCIENCE  
Business Science and Economic and Workforce Development  
Saddleback College

EDUCATION:  
M.B.A. Business Administration  
University of Phoenix  
Fresno, CA

B.A. Communications  
College of Notre Dame  
Belmont, CA

EXPERIENCE:

Mr. Jaramillo has been the Dean of the Applied Science and Business at the College of the Desert for the past 8 years, where he has provided leadership for the Public Safety Academy which houses the College's POST Certified Police Academy, California Fire Marshall Accredited Fire Academy, and EMT programs. He was also the Project Director for Perkins including Perkins IV, CTE transitions, and SB70 Community Collaborative grants. Additionally, he provided leadership for two grant funded Economic and Workforce Development Regional Centers serving 12 community colleges throughout Riverside and San Bernardino Counties in the areas of Healthcare and Advanced Transportation and Renewable Energy Systems. Prior to COD, Jaramillo was the Director of the Delano Campus of Bakersfield College. He held that position for 7 years. His duties and responsibilities included overall supervision and leadership of the campus of 1200 students, 5 full-time faculty, over 35 adjunct faculty, and 10 classified staff. John is a retired Army Reserve Officer. Over his 20 plus-year career he has served with distinction in the US Naval Reserve as an enlisted sailor and in the Army National Guard as an enlisted Soldier, Non-Commissioned Officer, and Commissioned Officer. Captain Jaramillo retired in March of 2009. He has taught in the Area of Business as an Adjunct at the community college and four year institution level.

HONORS/AWARDS:

- Excellence in Leadership, Inland Empire/Desert Regional Consortia, To be awarded May 4, 2015
- Green Leadership Award for the Desert Energy Enterprise Center (DEEC) in the Curriculum category from the publication "Green Technology", 2014
- "Educator of the Year" in Delano awarded by the Delano Chamber of Commerce, 2003 and 2007
- "Creating the Future Award" from The California Community College League, 2001

PROFESSIONAL AFFILIATIONS:

- Inland Empire/Desert Region's Vice-President for the *California Community College Association of Occupational Education*
- Board Member, California Association of Career and Technical Educators
- Member, Association of Career and Technical Educators
- Member, National Council for Workforce Education
- District Board Members, Sunrise District, Boy Scouts of America
- Member, Veterans of Foreign Wars

**ATTACHMENT 2**

NAME: ANTHONY TENG

POSITION: DEAN OF ADVANCED TECHNOLOGY AND APPLIED SCIENCE  
Advanced Technology and applied Science  
Saddleback College

EDUCATION:

M.B.A. Advanced Management Studies  
Trident University  
Cypress, CA

M.B.A. Entrepreneurship  
William Howard Taft University  
Santa Ana, CA

B.S. Business Administration: Accounting  
California State University, Long Beach  
Long Beach, CA

EXPERIENCE:

Anthony Teng has been the Interim Dean for Business Science and Economic & Workforce Development as well as Advanced Technology and Applied Science divisions for Saddleback College since 2013. Prior to his appointment as dean, he was a full time faculty member teaching accounting since 2007. He was the Accounting Department Chair for five years. His college contributions included serving on the college Accreditation Steering Committee and Academic Senate. His community college teaching experience started in 1988. He has also been teaching at CSU Long Beach since 1999.

Prior to his full time faculty appointment, Teng was a practicing certified public accountant and information systems consultant working with international, national and regional firms in a variety of industries.

HONORS/AWARDS:

- Most Valuable Professor – CSU Long Beach, College of Business Administration

LICENSES AND CERTIFICATES:

- Certified Public Accountant – State of California
- Certified Information Technology Professional – AICPA
- Chartered Global Management Accountant - AICPA
- Lifetime Teaching Credential – CCC Chancellor's Office

PROFESSIONAL AFFILIATIONS:

- American Institute of Certified Public Accountants
- California Society of CPAs
- American Accounting Association
- TACTYC (Teaching Accounting Classes in Two Year College)
- CCCAOE (California Community College Association For Occupational Education)
- ACCCA (Association of California Community College Administrators)

**ATTACHMENT 3**

NAME: EVAN ENRIGHT

POSITION: MATHEMATICS INSTRUCTOR  
Mathematics, Science and Engineering  
Saddleback College

EDUCATION:

M.S. Mathematics  
University of California, Riverside  
Riverside, CA

B.S. Mathematics  
University of California, Riverside  
Riverside, CA

EXPERIENCE:

Mr. Enright has been a part-time instructor in the Mathematics Department at Chaffey College, Santiago Canyon College, and Crafton Hills College since 2010 and has taught a wide variety of developmental and transfer-level mathematics courses. He has worked in math success centers on two campuses, developing workshops and directed learning activities. In 2014, Mr. Enright presented findings from a Faculty Inquiry Team on which he served at a California Mathematics Council Community College South conference held at Saddleback College. While completing his B.S. and M.S. at the University of California Riverside, he was a tutor and teaching assistant, respectively, for a variety of mathematics courses. Mr. Enright has over seven years of experience in mathematics education from several perspectives.

PROFESSIONAL AFFILIATIONS:

- Member of AMATYC (American Mathematical Association of Two-Year Colleges)
- Member of MAA (Mathematical Association of America)

**ATTACHMENT 4**

NAME: JONATHAN LUQUE

POSITION: MATHEMATICS INSTRUCTOR  
Mathematics, Science and Engineering  
Saddleback College

EDUCATION:

M.S. Mathematics  
University of California, Irvine  
Irvine, CA

B.S. Mathematics  
University of California, Irvine  
Irvine, CA

EXPERIENCE:

Mr. Luque has been a part-time instructor in the Mathematics Department at Irvine Valley College since August 2013 and has taught courses in college algebra, statistics, pre-calculus, and calculus. While completing his Master of Science degree in Mathematics at the University of California Irvine, he was a teaching assistant in calculus, multivariable calculus, differential equations, and linear algebra. Following his graduation, Mr. Luque worked as a math quality control specialist at ALEKS Corporation, where he worked on the ALEKS and McGraw-Hill Connect online learning platforms.

HONORS/AWARDS:

- Graduated Summa Cum Laude
- UC Irvine Campuswide Honors Program
- UC Irvine Regents' Scholar
- UC Irvine Outstanding Senior in Mathematics
- Phi Beta Kappa Honor Society Member

**ATTACHMENT 5**

South Orange County Community College District

**DEAN OF THE ARTS**

Irvine Valley College, Integrated Academic/Classified Administrators/Managers Salary Schedule Range 22 (Academic Administrator)

**DEFINITION**

To serve as administrator and supervisor of the Fine Arts instructional unit of the college; provide leadership to develop, organize and implement the unit's goals and objectives; provide leadership to plan, develop, organize, schedule, direct, improve and evaluate the unit's instructional programs, curriculum and related student support services in consultation with Vice Presidents, Deans, Academic Chairs, faculty and classified staff.

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 general direction from the Vice President for Instruction or designee of the President.

Exercises functional and technical supervision over academic, professional, technical and classified staff as assigned.

**EXAMPLES OF DUTIES** - Duties may include, but are not limited to, the following:

Provide leadership in the administration of the School of the Arts instructional unit of the college, including personnel management, in accordance with laws, regulations, District policy and collective bargaining agreements; assist in developing, directing and evaluating the programs and departments related to the IVC Performing Arts Center (PAC), Music, Theatre, Dance, Art and Communication Studies.

Provide leadership of PAC coordination and annual offerings to enhance and build premier and distinctive programming; attend all major performances in dance, theatre, music, and forensics; provide constructive feedback to improve quality of performances; promote appropriate balance between student performance opportunities and those provided to contracted professionals.

Analyze industry needs in the region and develop Career Technical Education pathways in the instructional areas of the Arts.

Analyze, interpret and monitor the student success rates of assigned programs and student preparedness and recommend change as needed.

Support and encourage online education as a modality to extend courses, certificates, and degrees.

Participate in the development of the College's strategic plan, communicating the needs, goals, plans and overall role of assigned instructional unit.

Lead, direct and approve the planning, development, organizing, scheduling, direction, performance and evaluation of the curriculum, instructional or student services programs and services of assigned instructional unit.

South Orange County Community College District  
Page 2 – Dean of the Arts

Lead assigned instructional unit in planning, program development, implementation and assessment of the College's mission, goals and objectives.

Formulate and develop long and short-range goals and strategic plans, including staffing, facilities, curriculum and educational philosophy; assure consistency of plans with other college and District plans; and prepare long-range plans and statements of goals and objectives.

Communicate with College, District, State, and federal personnel to coordinate instructional or Student Services needs, programs, services and activities; develop new and effective certificate and degree programs; provide leadership in delivery of courses, certificates, and degrees for assigned instructional units.

Develop, prepare, submit, administer, monitor and review annual program budgets for assigned instructional unit, including annual budget requests for equipment, supplies and personnel; direct the acquisition, maintenance and use of both instructional and non-instructional equipment; and maintain an equipment-replacement plan; direct the maintenance of adequate records and controls to assure instructional unit expenditures and operations remain within established budget limitations; monitor and approve purchase requisitions and prepare agenda items for Board approval as needed.

Direct fundraising and financial development for assigned instructional or student services area; disseminate information about the availability of external funding; communicate with faculty members and administrators regarding grants relevant to their academic field; provide information concerning specific funding sources; coordinate timelines and protocol for grants.

Direct the preparation and maintenance of detailed and comprehensive reports, records and files regarding assigned instructional unit personnel, facilities, and activities.

Support and encourage online education as a modality to extend courses, certificates, and degrees.

Train, supervise and evaluate the performance of assigned probationary and tenured academic and classified staff in keeping with the policies of the Board of Trustees and administrative procedures; visit classroom/work sites and observe and evaluate methods and effectiveness.

Participate in the selection of new faculty and classified staff and temporary professional staff in accordance with District policies and legal requirements.

Interface with the community and external agencies in all matters of community relations and academic affairs associated with the assigned unit of instruction.

Organize, attend or chair a variety of administrative and staff meetings related to strategic planning, budget, curriculum, advisory committees and other activities; participate in collegial consultation, participatory governance and appropriate advisory committee meetings and provide in-service and workshops for assigned employees,

Supervise the planning, organization and arranging of appropriate staff development programs and activities for faculty and staff; orient new employees and direct the implementation of flex time procedures.

South Orange County Community College District  
Page 3 – Dean of the Arts

Direct and approve curriculum development; direct the acquisition, maintenance and use of instructional equipment; and maintain an equipment and technology replacement plan.

Identify facility needs and help direct planning for the movement, creation or elimination of facilities for programs.

Promote and coordinate a variety of programs and services and arrange for the development of promotional materials and college publications; manage assigned facilities and approve all assigned facilities usage.

Attend workshops, professional conferences, and trade shows for program planning and development; serve on a variety of campus, District, community, and State committees; and meet with representatives of business, industry, and local government.

Maintain current knowledge of instructional methods and new technologies pertinent to assigned instructional unit; monitor legislation, new State Education Code regulations and other State guidelines to determine instructional program impact and compliance.

Provide leadership and advocacy to enhance innovation and participation in issues related to areas of assignment to ensure student success; communicate the changing expectations, trends and needs of educational preparation effectively to College personnel.

Assist Vice President for Instruction in the resolution of student and faculty concerns related to unit of assignment; resolve complex conflicts and issues.

Create a positive campus climate that fosters innovation in curriculum development for instruction and services in assigned units; work with the community, business, industry and other educational institutions to promote assigned areas of instruction; contribute to the development and implementation of a coordinated outreach, marketing and public relations process and plan for assigned instructional programs and services.

Provide direction for the development of new programs, including contribution to the development or redesign of curriculum, and coordinate program approvals as appropriate.

Review and approve proposed course outlines, program changes, textbook recommendations, field trip requests, credit-by-exam, articulation, and other curriculum matters to ensure compliance, feasibility, and appropriateness to the community college mission.

Review instructional and other programs for compliance with applicable state and federal laws, regulations and guidelines, district policy and procedures.

Provide leadership and advocacy to enhance innovation and participation in issues related to areas of assignment to ensure student success; communicate the changing expectations, trends and needs of educational preparation effectively to College personnel.

Work collaboratively and develop partnership agreements with advisory boards, professional associations, K-12 and transfer institutions, business and industry; cultivate and promote positive and substantive relationships with local business and industry; serve as a leader of and advocate for the College within the business community.

South Orange County Community College District  
Page 4 – Dean of the Arts

Demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of students, colleagues and the community.

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:

A Master's degree from an accredited college or university with emphasis in a discipline within the assigned instructional unit. An earned doctorate from an accredited college or university is preferred.

Experience:

At least three years of successful faculty experience at the postsecondary level, in at least one of the areas of this assignment; at least one year of successful postsecondary administrative/supervisory experience, with a preferred emphasis in one area of the unit of assignment; and evidence of a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, physically challenged, and ethnic backgrounds of community college students.

Desirable Experience:

Administrative leadership experience in the development, organization, and management of two or more instructional programs, including at least one instructional program related to this assignment.

Licenses and other Certification:

Valid California driver's license.

Knowledge of:

A community college system.

All instructional areas and their inter-relationships; a thorough knowledge of the various student support services required to enhance instruction.

Applicable District policies and local, State and federal laws, codes and regulations, including Title 5 and California Education Code.

Basic data collection and analysis related to student learning outcomes, retention, and success.

California Community Colleges basic skills initiative.

Community relations and external resource development.

Computer systems and software applications related to assigned instructional unit.

Curriculum development.

District safety policies and procedures.

Evidence of sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of students, faculty and staff.

Evidence of, understanding and experience with the principles of collegial consultation.

Interpersonal skills, including tact, patience and diplomacy.

Management techniques that encourage creativity, improve efficiency and increase productivity.

Oral and written communication skills.

Organizational and management practices as applied to assigned unit.



South Orange County Community College District  
Page 5 – Dean of the Arts

Participatory governance process and venue, fostering open communication among schools, programs and services.  
Principles and practices of budget preparation and management.  
Principles and practices of training and supervision.  
Principles of program evaluation, student assessment, and organizational development.  
Role and purpose of technological systems in providing online instruction, instructional support and student services.  
Team-oriented leadership style.  
Web page design, Blackboard and/or other course management systems, and other instructional and student services software.

Ability to:

Advocate for assigned unit's programs and needs.  
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.  
Assess, manage, implement, use and apply technology in the management and delivery of assigned instructional, training or student services programs.  
Assist in forecasting current and future needs and costs affecting assigned unit.  
Collect, compile and analyze data.  
Communicate clearly, concisely and effectively, both orally and in writing, with diverse constituencies within and outside the District.  
Demonstrate commitment to academic and professional excellence.  
Demonstrate flexibility and adaptability.  
Develop markets and promotional strategies for courses, services and projects related to foundational skills that will promote enrollment growth, retention and student success.  
Develop, prepare and administer project budgets.  
Embrace and work effectively within a system of participatory governance.  
Encourage professional excellence among the staff 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 students, staff and community.  
Exercise initiative and work independently.  
Exercise judgment or choice among possible actions, sometimes without clear precedents and often with concern for the consequences of the action.  
Interact effectively with diverse students, staff, faculty and administrators.  
Interpret, analyze, apply and explain applicable local, State and federal laws and regulations.  
Interpret, apply and explain applicable District policies and procedures.  
Lead, train, supervise, and evaluate assigned staff.  
Learn District and College organization, operations and objectives.  
Manage complex budgets including grants.  
Operate computer/applications software, including database management, spreadsheet, word processing and software related to assigned instructional unit.  
Operate modern office equipment such as computer, printer, calculator, copier and facsimile machine.  
Perform with tact, patience and sensitivity.  
Plan and organize work.  
Plan, evaluate and supervise delivery of instructional programs and strategies.  
Plan, organize, coordinate, manage and expedite assigned projects and activities related to assignment in a manner conducive to full performance and high morale.  
Prepare oral and written reports and recommendations.

South Orange County Community College District  
Page 6 – Dean of the Arts

- Provide leadership, training, and support for faculty who wish to explore innovative approaches to student learning using instructional technology.
- Read, interpret, and explain laws, rules and regulations, and develop and implement personnel policies and procedures.
- Relate effectively to people of varied academic, cultural and socio-economic background using tact, diplomacy and courtesy.
- Represent the college at the community, State and national levels.
- Resolve conflicts and solve complex problems.
- Serve as an effective management team member.
- Train and provide supervision and 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 independent judgment in the interpretation and application of rules, regulations, policies and procedures.
- Work collaboratively with administration, classified management, faculty, staff and students.
- Work effectively in a fast paced environment with numerous interruptions.

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 also visits instructional sites and is subject to contact with others, frequent interruptions, noise from talking or office equipment and demanding legal timelines. At least minimal environmental controls to assure health and comfort.

Physical Demands

The incumbent regularly sits for long periods, walks short distances on a regular basis, travels to various locations to visit instructional 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.

Prepared by Marlys Grodt and Associates on March 11, 2015

**ATTACHMENT 6**

South Orange County Community College District

**DEAN OF BUSINESS SCIENCES, ONLINE AND EXTENDED EDUCATION**

Irvine Valley College, Integrated Academic/Classified Administrators/Managers Salary Schedule Range 22 (Academic Administrator)

**DEFINITION**

To serve as administrator and supervisor of the Business Sciences, Online and Extended Education instructional units of the college; provide leadership to develop, organize, and implement the unit's goals and objectives; provide leadership to plan, develop, organize, schedule, direct, improve and evaluate the unit's instructional programs, curriculum, and related student support services in consultation with Vice Presidents, Deans, Academic Chairs, faculty, and classified staff; provide leadership and vision for distance and online education, extended education programs, coordinated scheduling and planning, delivery of services (credit and noncredit) designed to enhance student learning and foundational skills, the online education training, and the Student Success Centers.

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 general direction from the Vice President for Instruction or designee of the President.

Exercises functional and technical supervision over academic, professional, technical, and classified support staff as assigned.

**EXAMPLES OF DUTIES** - Duties may include, but are not limited to, the following:

Provide leadership in the administration of Business Sciences, Online Education and Extended Education instructional units of the college, including personnel management, in accordance with laws, regulations, District policy and collective bargaining agreements; assist in developing, directing and evaluating of programs and departments related to the IVC Accounting, Management, Computer Information Management, Paralegal Studies, Real Estate, Career Pathways, and Cooperative Work Experience (CWE); and a variety of CTE grants and activities, such as Career Linkages, Community-Based Job Training, and Women in Technology.

Work with faculty and college administration in the expansion of a creative, effective, and responsive online education program in concert with the college's mission and strategic plan.

Support and collaborate with college units and faculty to provide instructional support for online education offerings and student services across the campus.

Support and encourage online education as a modality to extend courses, certificates, and degrees.

Support the successful integration and continual upgrading of instructional technology into online and web-enhanced distance education courses and programs, as well as in traditional courses and programs.

Oversee the enhancement and maintenance of the college's websites related to the unit.

South Orange County Community College District  
Page 2 – Dean of Business Sciences, Online and Extended Education

Develop, implement and promote resources and services for online education, Emeritus Institute, Community Education, and Testing Center.

Provide leadership in planning and administration of non-credit continuing education classes (“Emeritus” classes), fee-based classes and testing service contracts and contacts, and develop a program of fee-based non-mission (community education) across the college curriculum where apportionment funding is limited (lifelong learning classes) or disallowed (physical education activity classes).

Provide leadership in planning, administration of and collaboration with instructional units to offer Career Development College Preparation (CDCP) noncredit classes that primarily target the occupational skills development of adult learners, including computer applications, job-related critical thinking skills, customer service training, workplace communication skills, business writing, business computation, ethical conduct of employees and employers, among others.

Analyze, interpret, and monitor the student success rates of assigned programs and student preparedness and recommend change as needed.

Participate in the development of the College's strategic plan, communicating the needs, goals, plans, and overall role of units of assignment.

Lead, direct, and approve the planning, development, organizing, scheduling, direction, performance, and evaluation of the curriculum, instructional or student services programs, and services of assigned instructional unit.

Lead assigned instructional unit in planning, program development, implementation, and assessment of the College’s mission, goals, and objectives.

Formulate and develop long and short-range goals and strategic plans, including staffing, facilities, curriculum, and educational philosophy; assure consistency of plans with other college and District plans; prepare long-range plans and statements of goals and objectives.

Serve as a liaison for online education courses and services among the academic units and student services departments.

Plan, organize, coordinate, monitor and evaluate the Emeritus Institute (non-credit) instruction; provide leadership and direction in developing program curriculum; develop a schedule of classes that facilitates maximum student enrollment and satisfaction in assigned programs within budget constraints; direct and coordinate the production of class schedules and other marketing materials; secure the use of facilities for classes in compliance with rules and regulations for non-college facilities, and provide classroom sites of sufficient size to accommodate highly populated senior communities.

Develop and implement practices and procedures to deliver efficient and effective services to clients, students, independent contractors, testing vendors and online collegiate education partners; review and schedule Emeritus and non-credit basic skills, community education and vocational classes; plan and organize, staff and direct administrative processes. Oversee the testing center operations and activities, including employees and vendors; ensure the establishment of testing sites and schedules, compliance with updated rules and regulations as it pertains to a testing center; obtain and maintain/retain updated proctor certifications with online vendors.

South Orange County Community College District  
Page 3 – Dean of Business Sciences, Online and Extended Education

Cultivate new Community Education opportunities and activities to meet identified community interests and needs not met by the traditional college programs, primarily in the career-technical training/workforce investment board focus areas.

Coordinate program activities with student services functions such as registration; provide technical expertise concerning the Emeritus Institute non-credit instruction, community education not for credit programs and testing center activities.

Make oral presentations to students, parents, counselors and professional colleagues at various gatherings; conduct workshops to provide specialized information regarding the Emeritus Institute non-credit instruction, community education programs and testing center services; develop and direct the distribution of brochures and other marketing materials to publicize Extended Education opportunities.

Communicate with College, District, State, and federal personnel to coordinate instructional needs, programs, services, and activities; develop new and effective certificate and degree programs; provide leadership in delivery of courses, certificates, and degrees for assigned instructional units.

Develop, prepare, submit, administer, monitor, and review annual program budgets for assigned instructional units, including annual budget requests for equipment, supplies, and personnel; direct the acquisition, maintenance, and use of both instructional and non-instructional equipment; and maintain an equipment-replacement plan; direct the maintenance of adequate records and controls to assure instructional unit expenditures and operations remain within established budget limitations; monitor and approve purchase requisitions; and prepare agenda items for Board approval as needed.

Direct fundraising and financial development for assigned instructional or student services unit; disseminate information about the availability of external funding; communicate with faculty members and administrators regarding grants relevant to their academic field; provide information concerning specific funding sources; coordinate timelines and protocol for grants.

Direct the preparation and maintenance of detailed and comprehensive reports, records, and files regarding assigned instructional unit's personnel, facilities, and activities.

Train, supervise, and evaluate the performance of assigned probationary and tenured academic and classified staff in keeping with the policies of the Board of Trustees and administrative procedures; visit classroom/work sites and observe and evaluate methods and effectiveness.

Participate in the selection of new faculty, classified staff, and temporary professional staff in accordance with District policies and legal requirements.

Interface with the community and external agencies in all matters of community relations and academic affairs associated with the assigned unit of instruction.

Organize, attend, or chair a variety of administrative and staff meetings related to strategic planning, budget, curriculum, advisory committees, and other activities; participate in collegial consultation, participatory governance, and appropriate advisory committee meetings and provide in-service and workshops for employees.

South Orange County Community College District  
Page 4 – Dean of Business Sciences, Online and Extended Education

Supervise the planning, organization, and arranging of appropriate staff development programs and activities for faculty and staff; orient new employees and direct the implementation of flex time procedures.

Direct and approve curriculum development; direct the acquisition, maintenance, and use of instructional equipment; and maintain an equipment and technology replacement plan.

Identify facility needs and help direct planning for the movement, creation, or elimination of facilities for programs.

Promote and coordinate a variety of programs and services and arrange for the development of promotional materials and college publications; manage assigned facilities and approve all assigned facilities usage.

Attend workshops, professional conferences, and trade shows for program planning and development; serve on a variety of campus, District, community, and State committees; and meet with representatives of business, industry, and local government.

Maintain current knowledge of instructional methods and new technologies pertinent to assigned instructional unit; monitor legislation, new State Education Code regulations, and other State guidelines to determine instructional program impact.

Provide leadership and advocacy to enhance innovation and participation in issues related to units of assignment to ensure student success; communicate the changing expectations, trends, and needs of educational preparation effectively to College personnel.

Assist Vice President for Instruction in the resolution of student and faculty concerns related to unit of assignment; resolve complex conflicts and issues.

Create a positive campus climate that fosters innovation in curriculum development for instruction and services in assigned units; work with the community, business, industry, and other educational institutions to promote assigned units of instruction; contribute to the development and implementation of a coordinated outreach, marketing, and public relations process and plan for assigned instructional programs and services.

Provide direction for the development of new programs, including contribution to the development or redesign of curriculum, and coordinate program approvals as appropriate.

Review and approve proposed course outlines, program changes, textbook recommendations, field trip requests, credit-by-exam, articulation, and other curriculum matters to ensure compliance, feasibility, and appropriateness to the community college mission.

Review instructional and other programs for compliance with applicable state and federal laws, regulations and guidelines, district policy and procedures.

Provide leadership and advocacy to enhance innovation and participation in issues related to areas of assignment to ensure student success; communicate the changing expectations, trends and needs of educational preparation effectively to College personnel.

South Orange County Community College District  
Page 5 – Dean of Business Sciences, Online and Extended Education

Work collaboratively and develop partnership agreements with advisory boards, professional associations, K-12 and transfer institutions, and business and industry; cultivate and promote positive and substantive relationships with local business and industry; serve as a leader of and advocate for the College within the business community.

Demonstrate sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of students, colleagues, and the community.

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:

A Master's degree from an accredited college or university with emphasis in a discipline within the assigned instructional unit. An earned doctorate from an accredited college or university is preferred.

#### Experience:

At least three years of successful faculty experience at the postsecondary level, in at least one of the units of this assignment; at least one year of successful postsecondary administrative/supervisory experience, with a preferred emphasis in one of the units of assignment; and evidence of a sensitivity to and understanding of the diverse academic, socioeconomic, cultural, physically challenged, and ethnic backgrounds of community college students.

At least one year of increasingly responsible experience involving the following:

- Developing and promoting fee-based classes and programs.
- Online teaching at the post-secondary level, including course development.
- A leadership role specifically associated to online education and/or in managing the daily operations, providing leadership in a multidisciplinary environment.
- Administering budgets, personnel and facilities.
- Demonstrated evidence of participation in activities with campus, business or community organizations such as a member of a planning body or committee.
- Understanding and commitment to working with culturally and ethnically diverse groups.
- Managing and accessing technology needs and implementation in an instructional or training environment.
- Demonstrated evidence of working collaboratively with faculty, staff, students, and managers.
- Communicating complex facts and ideas both in writing and in group presentations.
- Evidence of a sensitivity, understanding and commitment to working with community college students of diverse academic, socioeconomic, cultural, physically challenged and ethnic backgrounds.
- Maintain current knowledge and certifications for testing center operations, understanding of test vendor regulations, policies and procedure requirements.

South Orange County Community College District  
Page 6 – Dean of Business Sciences, Online and Extended Education

Desirable Experience:

A minimum of two years of administrative experience managing at least one of the following areas: instructional technology, online education, non-credit (older adult programs) and/or fee-based programs. Administrative leadership experience in the development, organization, and management of two or more instructional programs, including at least one program unit related to this assignment.

Licenses and other Certification:

Valid California driver's license.

Knowledge of:

A community college system.

All instructional units and their inter-relationships; a thorough knowledge of the various student support services required to enhance instruction.

Applicable District policies and local, State, and federal laws, codes, and regulations, including Title 5 and the California Education Code.

Basic data collection and analysis related to student learning outcomes, retention, and success.

California Community Colleges basic skills initiative.

Community relations and external resource development.

Computer systems and software applications related to assigned instructional unit.

Curriculum development.

District safety policies and procedures.

Evidence of sensitivity to and understanding of the diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of students, faculty and staff.

Evidence of understanding and experience with the principles of collegial consultation.

Interpersonal skills including tact, patience, and diplomacy.

Management techniques that encourage creativity, improve efficiency and increase productivity.

Oral and written communication skills.

Organizational and management practices as applied to assigned unit.

Participatory governance process and venue fostering open communication among instructional units, programs, and services.

Principles and practices of budget preparation and management.

Principles and practices of training and supervision.

Principles of program evaluation, student assessment, and organizational development.

Role and purpose of technological systems in providing online instruction, instructional support, and student services.

Team-oriented leadership style.

Web page design, Blackboard and/or other course management systems, and other instructional and student services software.

Ability to:

Advocate for assigned unit's programs and needs.

Analyze problems, identify alternative solutions, project consequences of proposed actions, and implement recommendations in support of goals.

Assess, manage, implement, use, and apply technology in the management and delivery of assigned instructional, training, or student services programs.

Assist in forecasting current and future needs and costs affecting assigned unit.

Collect, compile, and analyze data.

Communicate clearly, concisely and effectively, both orally and in writing, with diverse constituencies within and outside of the District.



South Orange County Community College District  
Page 7 – Dean of Business Sciences, Online and Extended Education

Demonstrate flexibility and adaptability.  
Develop markets and promotional strategies for courses, services, and projects related to foundational skills that will promote enrollment growth, retention, and student success.  
Develop, prepare, and administer project budgets.  
Embrace and work effectively within a system of participatory governance.  
Encourage professional excellence among the staff 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 students, staff, and community.  
Exercise initiative and work independently.  
Exercise judgment or choice among possible actions, sometimes without clear precedents and often with concern for the consequences of the action.  
Interact effectively with diverse students, staff, faculty, and administrators.  
Interpret, analyze, apply, and explain applicable local, State, and federal laws and regulations.  
Interpret, apply, and explain applicable District policies and procedures.  
Lead, train, supervise, and evaluate assigned staff.  
Learn District and College organization, operations and objectives.  
Manage complex budgets including grants.  
Operate computer/applications software, including database management, spreadsheet, word processing, and software related to assigned instructional unit.  
Operate modern office equipment such as computer, printer, calculator, copier, and facsimile machine.  
Perform with tact, patience, and sensitivity.  
Plan and organize work.  
Plan, evaluate, and supervise delivery of instructional programs and strategies.  
Plan, organize, coordinate, manage, and expedite assigned projects and activities related to assignment in a manner conducive to full performance and high morale.  
Prepare oral and written reports and recommendations.  
Provide leadership, training, and support for faculty who wish to explore innovative approaches to student learning using instructional technology.  
Read, interpret, and explain laws, rules and regulations, and develop and implement personnel policies and procedures.  
Relate effectively to people of varied academic, cultural, and socio-economic background using tact, diplomacy, and courtesy.  
Represent the college at the community, State, and national levels.  
Resolve conflicts and solve complex problems.  
Serve as an effective management team member.  
Train and provide supervision and 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.  
Demonstrate commitment to academic and professional excellence.  
Use independent judgment in the interpretation and application of rules, regulations, policies, and procedures.  
Work collaboratively with administration, classified management, faculty, staff, and students.  
Work effectively in a fast paced environment with numerous interruptions.

**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.

South Orange County Community College District  
Page 8 – Dean of Business Sciences, Online and Extended Education

Work Environment

Standard office setting. Typically, duties are performed in an office environment while sitting at a desk or computer workstation. An incumbent also visits instructional sites and is subject to contact with others, frequent interruptions, noise from talking or office equipment, and demanding legal timelines. At least minimal environmental controls to assure health and comfort.

Physical Demands

The incumbent regularly sits for long periods, walks short distances on a regular basis, travels to various locations to visit instructional 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 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.

Prepared by Marlys Grodt and Associates on March 11, 2015

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

---

**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

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

Item Submitted By: *David P. 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. ADRIAN, CHRISTOPHER is to be employed as Human Resources Assistant, Pos. #3669, Office of Human Resources, District, Classified Bargaining Unit Salary Schedule Range 121, Step 1, 40 hours per week, 12 months per year, effective March 26, 2015. This is a replacement for Anita McDonald.
- b. BILSBOROUGH, ALAN is to be employed as Human Resources Assistant, Pos. #4463, Office of Human Resources, District, Classified Bargaining Unit Salary Schedule Range 121, Step 1, 40 hours per week, 12 months per year, effective April 6, 2015. This is a replacement for Susan Kwan.
- c. DOMINGUEZ, ISRAEL is to be employed as Director of Economic and Workforce Development, Pos. #5075, a classified manager, Division of Business Sciences and Economic and Workforce Development, Saddleback College, Academic and Classified Administrator and Manager Salary Schedule Range 19, Step 1, effective May 18, 2015. This position was approved by the Board of Trustees on October 27, 2014.
- d. FAGIOLI, LORIS is to be employed as Research and Planning Analyst, Categorical, Pos. #5077, Office of Planning, Research and Accreditation, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 138, Step 3, 40 hours per week, 12 months per year, effective March 24, 2015. This position was approved by the Board of Trustees on October 27, 2014.
- e. GLADIEUX, JOSHUA is to be employed as Library Assistant I, Pos. #4779, School of Library Services, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 115, Step 2, 20 hours per week, 11 months per year, effective April 5, 2015. This is a replacement for Sasan Safrang.
- f. FEINSTEIN, BRUCE is to be employed as Research and Planning Analyst, Pos. #4078, Office of Planning, Research and Accreditation, Irvine Valley College, Classified Bargaining Unit Salary Schedule Range 138, Step 3, 40 hours per week, 12 months per year, effective May 4, 2015. This is a replacement for Lisa Wang.
- g. SILVA, FELISSA is to be employed as Child Development Specialist, Pos. #3298, Child Development Center, Office of Student Services, Saddleback College, Classified Bargaining Unit Salary Schedule Range 122, Step 1, 27.5 hours per week, 12 months per year, effective March 2, 2015. This is a replacement for Jennifer Soto-Banks.
- h. ULLRICH, KAREN is to be employed as Child Development Specialist, Pos. #3502 Child Development Center, Office of Student Services, Saddleback College, Classified Bargaining Unit Salary Schedule Range 122, Step 1, 27.5 hours per week, 12 months per year, effective March 2, 2015. This is a replacement for Katrina Macasaet.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

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

<u>Name</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Start Date</u>
Aldape, Timothy	Custodian/SC	113/1	02/01/15
Bustos, Clemente	Police Officer/IVC	II/1	04/06/15
Cargo, Jamie	New Media & Marketing Specialist/IVC	138/1	03/10/15
Dawood, Matthew	Alternate Media Specialist/IVC	140/1	02/15/15
Garneri, Victor	Custodian/IVC	113/1	03/04/15
Hershman, Brittany	Library Technician/SC	125/1	03/18/15
Matthews, Brenda	Accounting Assistant/IVC	118/1	03/23/15
Maynard, Emily	Senior Administrative Assistant/SC	127/1	03/01/15
Perez, Judy	Research & Planning Analyst/Dist.	138/1	04/06/15
Rodriguez, Maria	Admissions & Records Specialist I/SC	116/1	03/16/15
Senda, Thokozile	Financial Aid Specialist/SC	125/1	03/06/15
Smith, Susan	Admissions & Records Specialist I/SC	116/1	03/09/15
Vu, Tiffany	Articulation Specialist/SC	127/1	03/31/15

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>
Beltran, Ana	Project Specialist/IVC	9.50	02/15/15-06/30/15
Bouzari, Mahsa	Project Specialist/IVC	15.00	03/15/15-06/30/15
Carpenter, Zoey	Project Specialist/SC	15.00	03/03/15-06/30/15
Custer, Alexandria	Project Specialist/IVC	10.50	04/01/15-06/30/15
Dole, Summer	Outreach Aide/SC	11.50	03/04/15-06/30/15
Espinosa Davila, Ximena	Project Specialist/SC	20.00	02/15/15-06/30/15
Fomichenko, Yanina	Project Specialist/IVC	15.00	05/22/15-06/30/15
Gil, Chantelle	Project Specialist/SC	20.00	02/05/15-06/30/15
Gingrich-Cramer, Barbara	Clerk-Short Term/SC	14.00	03/30/15-06/30/15
Golbad, Kia	Project Specialist/IVC	15.00	03/10/15-06/30/15
Guillen, Yvette	TMD Aide/SC	10.50	03/06/15-06/30/15
Gutierrez, Aaron	Outreach Aide/SC	11.50	03/02/15-06/30/15
Harris, Leslie	Project Specialist/IVC	16.00	04/06/15-06/30/15
Hosseini, Mohammadsafa	Project Specialist/SC	12.50	03/15/15-06/30/15
Hume, Dorothy	Project Specialist/SC	15.00	03/18/15-06/30/15
Ibbotson, Jill	Project Specialist/SC	50.00	03/30/15-06/30/15
Kennedy, Cailin	Project Specialist/SC	11.50	01/15/15-06/30/15
LaLonde, Mia	CDC Aide/SC	12.00	03/15/15-06/30/15
Lloyd, Diana	Project Specialist/SC	16.00	02/13/15-06/30/15
Lopez, Daniel	Project Specialist/SC	16.00	03/04/15-06/30/15
Lozano, Brenda	Short Term Clerk/SC	15.00	03/17/15-06/30/15
Luucs, Ashley	Outreach Aide/SC	11.50	02/23/15-06/30/15

**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>
Melekhova, Valentina	Project Specialist/SC	15.00	03/05/15-06/30/15
Molina Gallardo, Karen	Project Specialist/SC	11.50	02/23/15-06/30/15
Pouresfandiari, Shahram	Project Specialist/IVC	15.00	05/22/15-06/30/15
Quiroz, Laura	TMD Aide/IVC	20.00	04/06/15-06/30/15
Ratanapratum, Suthi	Project Specialist/SC	15.00	03/09/15-06/30/15
Rey, Adam	Project Specialist/SC	9.50	01/15/15-06/30/15
Rooklidge, Matthew	Project Specialist/SC	15.00	01/20/15-06/30/15
Rostami, Fatemeh	Project Specialist/IVC	16.00	04/06/15-06/30/15
Ruffino, Andrea	Project Specialist/SC	15.00	03/04/15-06/30/15
Schaefer, Riley	Project Specialist/SC	15.00	01/20/15-06/30/15
Serna Laris, Nancy	Project Specialist/SC	16.00	03/02/15-06/30/15
Stapchuk, Kristina	Project Specialist/SC	16.00	03/31/15-06/30/15
Tran, Kevin	Project Specialist/SC	24.00	04/06/15-06/30/15

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>
Alvarado, Casy	03/05/15-06/30/15
Daniels, Andrew	02/15/15-06/30/15
Doyle, Phillip	02/06/15-06/30/15
Massaro, Michael	02/15/15-06/30/15
Willmore, Lovell	02/15/15-06/30/15

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>
Angelov, Nikola	Tutor/SC	15.00	03/11/15-06/30/15
Auwaijan, George	Tutor/IVC	15.00	04/03/15-06/30/15
Barnes, Steven	Tutor/SC	15.00	03/11/15-06/30/15
Beloff, Allasyn	Interpreter/IVC	42.00	03/13/15-06/30/15
Calzada, Laurie	Cert. Test Proctor/IVC	15.00	03/04/15-06/30/15
Cate, Collin	Clinical Skills Spec./SC	30.00	03/17/15-06/30/15
Cronk, Ashley	Tutor/SC	15.00	03/12/15-06/30/15

**A. NEW PERSONNEL APPOINTMENTS** - Continued

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>
Dziurzynski, Matthew	Tutor/SC	15.00	03/03/15-06/30/15
Garcia, Alexandra	Tutor/SC	15.00	03/18/15-06/30/15
Gidanian, Samuel	Tutor/SC	12.00	02/24/15-06/30/15
Goeransson, Pontus	Tutor/SC	15.00	03/24/15-06/30/15
Horr, Shaghayegh	Tutor/IVC	10.00	02/15/15-06/30/15
Jordan, Katherine	Interpreter IV/IVC	42.00	04/06/15-06/30/15
Paff, Joy	Tutor/SC	15.00	03/24/15-06/30/15
Pender, Max	Tutor/SC	15.00	03/12/15-06/30/15
Pham, Emily	Tutor/SC	15.00	03/24/15-06/30/15
Phan, Diana	Tutor/IVC	15.00	03/05/15-06/30/15
Soewono, Nicholas	Clinical Skills Spec./SC	30.00	03/11/15-06/30/15
Strong, Margarette	Tutor/SC	15.00	03/18/15-06/30/15
Tran, Kristine	Tutor/SC	15.00	03/18/15-06/30/15

**B. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION**

1. PROGRAM OUTREACH SPECIALIST, CATEGORICAL, Classified Bargaining Unit Salary Schedule Range 131, Outreach, Office of Student Services, Saddleback College seeks authorization to establish and announce a full-time position, 40 hours per week, 12 months per year position to its staff complement, effective May 1, 2015. Employment in this categorical funded position is contingent upon funding by the Student Equity Plan. (Exhibit B, Attachment 1)

**C. AUTHORIZATION TO EXTEND A CATEGORICAL FUNDED POSITION**

1. IRVINE VALLEY COLLEGE seeks authorization to change the following Classified categorical/grant funded position within their organization.
- a. PROGRAM TECHNICIAN, CATEGORICAL, Pos. #4804, a categorical/grant funded classified position, Classified Bargaining Unit Salary Schedule Range 122, School of Academic Programs, and Economic and Workforce Development, part-time, 20 hours per week, 12 months per year position; funding to be extended from the California Career Cafe, effective July 1, 2015 through to December 31, 2015. Employment in this categorical/grant funded position is contingent upon funding by these grants.
- i. **EXTEND FRIEND, CHRISTINE** ID #019691, position funding for Program Technician, Categorical, Pos. #4804, School of Academic Programs, and Economic and Workforce Development, Classified Bargaining Unit Salary Schedule Range 122, Step 2, 20 hours per week, 12 months per year position effective July 1, 2015 through December 31, 2015.

**D. REORGANIZATION**

1. SADDLEBACK COLLEGE seeks authorization to reorganize the reporting structure for the following classified position within their organization as defined by Title 5 Education Regulation, Section (a) and (b), Recruitment 53021.
  - a. **CHANGE LABORATORY TECHNICIAN, COMPUTERS**, Pos. #4922, Division of Online Education and Learning Resources, from directly reporting to the Director of Learning Assistance Program, to begin reporting to the Dean of Online Education and Learning Resources, effective May 12, 2015. Pos. #4922 is appointed to Luz-Maria Luna, Employee ID #13985.

**E. CLASSIFIED BILINGUAL STIPEND, ADDITIONAL COMPENSATION**

1. CHAN, RICK HO, ID #019885, Senior Matriculation Specialist, Pos. #3501, Classified Bargaining Unit Salary Schedule Range 127, Step 1, 40 hours per week, 12 months per year, Matriculation, Division of Counseling Services, Saddleback College, is to be granted additional compensation of 2% of the base salary, for verified bilingual ability used as a regular and routine component of assigned duties, as outlined in the C.S.E.A. contract, Article 8.1.1 “Bilingual Stipend”, effective March 18, 2015.
2. HAJIR, MAHSHID, ID #003325, Extended Opportunity Program Specialist, Pos. #3381, Classified Bargaining Unit Salary Schedule Range 121, Step 2, 40 hours per week, 12 months per year, Office of Special Services and Program, School of Guidance and Counseling, Irvine Valley College, is to be granted additional compensation of 2% of the base salary, for verified bilingual ability used as a regular and routine component of assigned duties, as outlined in the C.S.E.A. contract, Article 8.1.1 “Bilingual Stipend”, effective April 28, 2015.

**F. CHANGE OF STATUS**

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)
  - a. PETERSON, LILIA, ID #016896, Foster and Kinship Care Educational Program Specialist, Pos. #5083, Classified Bargaining Unit Salary Schedule Range 121, Step 5, 25 hours per week, 12 months per year, Division of Health Sciences and Human Services, Saddleback College, is to be employed as Senior Administrative Assistant, Pos. #3243, Classified Bargaining Unit Salary Schedule Range 127, Step 4, 40 hours per week, 12 months per year, Division of Social and Behavioral Sciences, Saddleback College, effective April 13, 2015. This is a replacement for Christina Altman, who resigned.

**G. OUT OF CLASS ASSIGNMENTS**

1. ALBA, DANIEL, ID #017501, Building Maintenance Worker, Pos. #5761, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 124, Step 1, 40 hours per weeks, Office of Physical Plant, Saddleback College, temporary assignment ended effective February 28, 2015, and returned to permanent assignment as Custodian, Pos. #1113, Classified Bargaining Unit Salary Schedule Range 113, Step 5, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, March 1, 2015.



**G. OUT OF CLASS ASSIGNMENTS - Continued**

2. ARIAS, MAYRA, ID #014821, Senior Administrative Assistant, Pos. #3429, Classified Bargaining Unit Salary Schedule Range 127, Step 6, 40 hours per week, 12 months per year, Fiscal Services, Office of Business Services, District, has been given a temporary change in assignment to Executive Assistant to the Vice Chancellor, Pos. #5192, a temporary classified manager, Academic and Classified Administrator and Manager Salary Schedule Range 10, Step 1, 40 hours per week, Office of Business Services, District, effective March 3, 2015 through March 20, 2015. This is a temporary reassignment for Sandra Sembiazza, who was on leave.
3. BUCKLEY, ANN, ID #018123, Human Resources Specialist, Pos. #5420, a temporary assignment, Classified Bargaining Unit Salary Schedule Range 127, Step 3, 40 hours per week, Office of Human Resources, District, temporary assignment to ended on April 10, 2015, and return to permanent assignment as Human Resources Assistant, Pos. #3464, Classified Bargaining Unit Salary Schedule Range 121, Step 5, 40 hours per week, Office of Human Resources, District, effective April 13, 2015.
4. CALDERIN, JENNIFER, ID #018350, Applications Specialist I, Pos. #4394, Classified Bargaining Unit Salary Schedule Range 134, Step 5, 40 hours per week, 12 months per year, Office of Technology Services, Irvine Valley College, has been given a temporary change in assignment to Applications Specialist II, Pos. #5167, Classified Bargaining Unit Salary Schedule Range 138, Step 4, 40 hours per week, Office of Technology Services, Irvine Valley College, effective April 1, 2015. This is a temporary reassignment for a vacant position.
5. DAVIS WILLIAM, ID #018031, Police Officer, Pos. #2571, Police Officers Association Bargaining Unit Salary Schedule Range II, Step 5, 40 hours per week, 12 months per year, Office of Campus Safety and Security, Irvine Valley College, has been given a temporary change in assignment to Police Sergeant, Pos. #4403, Classified Bargaining Unit Salary Schedule Range IV, Step 5, 40 hours per week, Office of Campus Safety and Security, Irvine Valley College, effective April 1, 2015. This is a temporary reassignment for Todd Schmaltz, who has been temporarily reassigned.
6. MESRI, RANIA, ID #018224, Career Services Technician, Pos. #3487, Classified Bargaining Unit Salary Schedule Range 121, Step 4, 40 hours per week, 12 months per year, Division of Transfer, Career and Special Programs, Saddleback College, has been given a temporary change in assignment to Disabled Student Program Specialist, Categorical, Pos. #5165, Classified Bargaining Unit Salary Schedule Range 123, Step 4, 40 hours per week, Division of Transfer, Career and Special Programs, Saddleback College, effective April 13, 2015. This is a temporary reassignment for a vacant position.

**G. OUT OF CLASS ASSIGNMENTS - Continued**

7. <sup>1</sup>NUTTING, PATRICIA, ID #018034, Admissions and Records Specialist 1, Pos. #5138, a temporary out of class assignment, Classified Bargaining Unit Salary Schedule Range 116, Step 2, 40 hours per week, Division of Admissions, Records and Enrollment Services, Saddleback College, has been given a temporary change in assignment to Administrative Assistant, Pos. #3361, Classified Bargaining Unit Salary Schedule Range 121, Step 1, 40 hours per week, Financial Aid, Division of Admissions, Records and Enrollment Services, Saddleback College, effective March 23, 2015. This is a temporary reassignment for Kimia Rezvani, who has been temporarily reassigned.
8. OROPALLO, JOHN, ID #018002, Building Maintenance Worker, Pos. #3343, Classified Bargaining Unit Salary Schedule Range 124, Step 5, 40 hours per week, 12 months per year, Office of Physical Plant, Saddleback College, has been given a temporary change in assignment to HVAC Technician, Pos. #5760, Classified Bargaining Unit Salary Schedule Range 128, Step 4, 40 hours per week, Office of Physical Plant, Saddleback College, effective March 9, 2015. This is a temporary reassignment for Christian Hanson, who has been temporarily reassigned.
9. PRINZING, KEITH, ID #019354, Police Officer, Pos. #3172, Police Officer Association Bargaining Unit Salary Schedule Range II, Step 3, 40 hours per week, 12 months per year, Office of Campus Safety and Security, Irvine Valley College, has been given a temporary change in assignment to Police Sergeant, Pos. #5173, Police Officer Association Bargaining Unit Salary Schedule Range IV, Step 3, 40 hours per week, Office of Campus Safety and Security, Irvine Valley College, effective April 1, 2015. This is a temporary reassignment for vacant position.
10. SCHMALTZ, TODD, ID #019807, Police Sergeant, Pos. #4403, Police Officer Association Bargaining Unit Salary Schedule Range IV, Step 2, 40 hours per week, 12 months per year, Office of Safety and Security, Irvine Valley College, has been given a temporary change in assignment to Acting Police Operations Lieutenant, Pos. #4595, a temporary classified manager, Academic and Classified Administrator and Manager Salary Schedule Range 12, Step 1, 40 hours per week, Office of Safety and Security, Irvine Valley College, effective April 1, 2015. This is a temporary reassignment for David Young.
11. VU, PHUONG, ID #015426, Financial Aid Specialist, Pos. #3403, Classified Bargaining Unit Salary Schedule Range 125, Step 6, 40 hours per week, 12 months per year, Financial Aid, Office of Student Services, Saddleback College, has been given a temporary change in assignment to Senior Financial Aid Specialist, Pos. #3353, Classified Bargaining Unit Salary Schedule Range 129, Step 5, 40 hours per week, Financial Aid, Office of Student Services, Saddleback College, effective March 16, 2015. This is a temporary reassignment for Ruth Higgins, who has been temporarily reassigned.

---

<sup>1</sup> Permanent appointment is Admissions and Records Specialist 1, Pos. #2727, 25 hours per week, 12 months per year.

## **H. LEAVE OF ABSENCE**

1. DELGADO, CHRISTINA, ID #20645, Director of International Student Program, Pos. #4979, a classified manager, Academic and Classified Administrator and Manager Salary Schedule Range 11, Step 7, 40 hours per week, 12 months per year, has been granted an intermittent leave without pay, with paid benefits effective March 10, 2015 through August 28, 2015.

## **I. RESIGNATION/RETIREMENT/CONCLUSION OF EMPLOYMENT**

1. HANSON, MARIA, ID #007239, Extended Opportunity Program Specialist, Pos. #3483, Classified Bargaining Unit Salary Schedule Range 121, Step 6, 40 hours per week, 12 Months per year, Division of Transfer, Career and Special Programs, Saddleback College, resignation effective April 17, 2015. Payment is authorized for any compensated time off. (Permanent Start date: May 25, 2004)
2. HELTON, PATRICIA, ID #012107, Human Resources Specialist, Pos. #3389, Classified Bargaining Unit Salary Schedule Range 127, Step 6, 40 hours per week, 12 Months per year, Office of Human Resources, District, resignation effective June 16, 2015 and retirement effective June 17, 2015. Payment is authorized for any compensated time off. (Permanent Start date: January 2, 2002)
3. ORLICH, VICTORIA, ID #016839, EMS Program Specialist, Categorical, Pos. # 4991, Classified Bargaining Unit Salary Schedule Range 123, Step 6, 40 hours per week, 12 months per year, Division of Health Sciences and Human Services, Saddleback College, resignation effective June 4, 2015. Payment is authorized for any compensated time off. (Probationary Start date: April 13, 2009)
4. ZANDONELLA, MARK, ID #015388, Police Service Specialist, Pos. #5113, Classified Bargaining Unit Salary Schedule Range 132, Step 5, 40 hours per week, 12 months per year, Office of Campus Safety and Security, Irvine Valley College, resignation effective May 1, 2015. Payment is authorized for any compensated time off. (Permanent Start date: February 20, 2007)

## **J. VOLUNTEERS**

1. The following individuals are to be approved as Volunteers for the 2014/2015 academic year.

### Fine Arts, Irvine Valley College

Davis, Nancy

### Fine Arts and Media Technology, Saddleback College

DeMore, Chloe

Hasani, Nancy

Marzo, Amanda

Roe, Carla

Spencer, Susan

Vera, David

Euyoque, Geniene

Hasani, Samantha

Mittleman, Zachary

Rose, Ellen

Stoian, Roland

Zani, Courtney

Euyoque, Victoria

Holmes, Chris

Roe, Annika

Spencer, Kate

Sudduth, Mieko

### Emeritus Institute, Office of Online and Extended Education, Irvine Valley College

Cohen, Sheri

Vaughn, Jeff

Vaughn, Majesta

**J. VOLUNTEERS**

1. The following individuals are to be approved as Volunteers for the 2014/2015 academic year.

Public Information and Marketing, Irvine Valley College  
Bernard-Swayne Petty,  
DeNise

**ATTACHMENT 1**

South Orange County Community College District

**PROGRAM OUTREACH SPECIALIST, CATEGORICAL FUNDED – JC#, Classified Bargaining Unit Salary Range 131**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

**SUMMARY DESCRIPTION**

Under direction from assigned supervisory or management staff, performs a variety of highly responsible and specialized duties related to participating in the planning, development, organization, coordination, and implementation of marketing, outreach, and retention programs, services, operations, and activities to recruit, assist, and retain community college students; assists in the selection and distribution of promotional and marketing materials related to outreach; provides matriculation, assessment, and guidance to current and potential college students; and ensures compliance with District and College policies and applicable state and federal laws and regulations related to College functions including outreach and matriculation.

**DISTINGUISHING CHARACTERISTICS**

This class is distinguished from similar classifications in that positions assigned to this class are categorically funded, not financed by District funds. Positions in the Program Outreach Specialist are distinguished from the Outreach Specialist by the responsibility for serving student subgroups who may be disproportionately impacted by college practices, programs, or services.

**REPRESENTATIVE DUTIES**

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Assist management and supervisory staff as well as faculty and administrative leaders in coordinating high school outreach and other public and community relations efforts; develop and implement appropriate methods and procedures to optimize efficient and effective delivery of services to potential and enrolled students as well as in the retention of students.
2. Perform a full range of highly responsible and specialized duties related to participating in the planning, development, organization, coordination, and implementation of the operations and activities of the assigned College's outreach efforts; coordinate all College outreach efforts to ensure staff coverage is consistent; identify and schedule all outreach opportunities and advertising sites; maintain calendar of outreach and marketing activities related to area of assignment.
3. Develop relationships within K-12 school districts and community entities from which to recruit potential students; ensure a favorable image of the College through organized marketing campaigns and information dissemination.
4. Assist in the conduct of in-person and online market surveys of potential and current students; utilize information to improve outreach and matriculation programs and services.
5. Assist Public Information and Marketing staff in establishing marketing plans related to outreach activities and services; assist Public Information and Marketing staff in coordinating marquee recruitment announcements; assist in the development and evaluation of new or improved public relations and marketing goals, objectives, policies, and procedures related to area of assignment.

South Orange County Community College District  
Page 2 - Program Outreach Specialist – Categorical Funded

6. Conduct orientation, assessment, and advisement/guidance sessions, both on and off campus, for new and potential students to answer questions and provide information concerning the College's expectations for both academic achievement and personal goals; participate in activities to expand and enhance the Student Ambassador Program and to support the Student Mentor Program.
7. Perform a variety of specialized duties involved in the matriculation processing of new, continuing, and returning students; work closely with other District departments and staff to ensure smooth implementation of matriculation component activities; interpret and communicate matriculation policies, procedures, regulations and other information.
8. Serve as key member and/or chair of outreach and marketing task forces and committees as assigned including those related to the accomplishment of marketing/outreach goals and those related to various events.
9. Participate in the development and implementation of new and innovative outreach marketing activities, such as financial assistance workshops for parents/students and outreach by ASG members to high school leaders; coordinate high school concurrent enrollment recruitment; lead campus tours of visiting dignitaries; conduct campus tours for prospective students and their parents.
10. Assist in the development and review of all outreach related promotional materials intended for general distribution; research, recommend, coordinate the acquisition of, and maintain an inventory of appropriate college promotional giveaways and outreach items; select, order, and secure all giveaways and oversee the storage, delivery, and use of items.
11. Work with the graphics department to develop, produce, and maintain an inventory of a variety of marketing and promotional items such as graphic designs and artwork, logos, signs, posters, flyers, brochures, and other outreach materials.
12. Respond to outreach and matriculation requests for information; serve as a campus matriculation policy resource and liaison, as directed.
13. Make oral presentations to students, parents, counselors, and professional colleagues at various gatherings; conduct workshops to provide specialized information regarding assigned outreach programs and related student services.
14. Provide basic educational advisement to K-12 students, community members and potential new college students.
15. Work with the College webmaster to provide outreach, recruitment, and guidance updates and enhance the College website.
16. Assist with recruitment, hiring, training, scheduling, assigning, supervising, mentoring, evaluating, and coordinating the work of part-time outreach staff and a core of Student Ambassadors; ensure professional staff coverage for planned outreach events.
17. Provide training to EOPS, Financial Aid, Student Ambassadors, Student Mentors, and Counseling outreach staff in the college application and matriculation process.

South Orange County Community College District  
Page 3 - Program Outreach Specialist – Categorical Funded

18. Communicate with District and College administrators and support personnel, representatives of state and federal agencies, educational institutions, social service organizations, counselors, and others as directed to coordinate programs and activities.
19. Prepare, maintain, collect, compile, and maintain statistical information and other data related to outreach services provided to potential and enrolled students and the number of students served; review and certify the accuracy of data concerning program participation; analyze and evaluate data, identify trends, and develop recommendations for improved services and outcomes.
20. Participate in the development and implementation of an outreach tracking program; prepare statistics and monthly reports of outreach activities.
21. Assist in the preparation of data related to matriculation, outreach and advisement costs; prepare recommendations and justifications regarding budget requests; authorize expenditures according to District policies and applicable regulations; serve as liaison with ASG, EOPS, and Financial Aid to ensure the most efficient use of BFAP and ASG funds for outreach and marketing programs and services.
22. Perform related duties as required.

**QUALIFICATIONS**

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

**Knowledge of:**

Principles and procedures used in community college outreach and matriculation programs and services.

Student recruitment and retention strategies and techniques.

Basic public information, public speaking, community relations, and marketing principles and practices.

Methods and techniques used in conducting promotional and information sessions for current and prospective students.

Paraprofessional guidance techniques used to assist students.

Operational characteristics, services, and activities of the functions, programs, and operations of the assigned program area.

Matriculation requirements and procedures at a community college.

Pertinent federal, state, and local laws, codes, and regulations including Title V matriculation requirements.

Transcript evaluation techniques.

Confidentiality requirements when dealing with personal and sensitive student information.

Principles, practices and procedures of fiscal, statistical, and administrative research and report preparation.

Statistical procedures and mathematical concepts.

Principles, practices, and procedures of business letter writing and report preparation.

Recordkeeping methods and procedures.

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

Diverse academic, socioeconomic, cultural, disability, and ethnic backgrounds of community college students.

South Orange County Community College District  
Page 4 - Program Outreach Specialist – Categorical Funded

Knowledge of:

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Work organization principles and practices.

Interpersonal skills using tact, patience, and courtesy.

Principles and practices of providing training, work direction, and guidance to lower-level office staff and student workers.

English usage, grammar, spelling, punctuation, and vocabulary.

Ability to:

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

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

Perform responsible and difficult specialized duties involving the use of independent judgment and personal initiative.

Participate in planning, developing, organizing, coordinating, implementing, directing, and evaluating comprehensive outreach programs to attract, enroll, orient, assist, and retain community college students.

Assist in developing, implementing, and evaluating public relations and marketing goals, objectives, policies, and procedures related to outreach.

Maintain current knowledge of student outreach, enrollment, matriculation, and retention programs for a community college.

Participate in the preparation and administration of budgets for assigned program areas.

Effectively work with faculty, staff, the general public, and the community to assess and respond to their needs.

Work effectively with others to achieve common goals including student recruitment and retention.

Analyze problems, identify alternative solutions, and project consequences of proposed actions and implement recommendations.

Recruit, select, hire, train, mentor, supervise and evaluate the performance of assigned personnel.

Collect, compile, and analyze detailed data related to assigned functions.

Prepare oral and written reports and recommendations.

Perform responsible and difficult programmatic and administrative duties involving the use of independent judgment and personal initiative.

Respond to requests and inquiries from students, staff, and the public including regarding the interpretation of matriculation procedures and policies; effectively present information in person or on the telephone to students, staff, or the public.

Implement and maintain filing and record-keeping systems.

Maintain the security of confidential materials.

Independently compose and prepare correspondence and memoranda.

Plan and organize work to meet schedules and changing deadlines.

Establish goals and timetables to meet program needs.

Work within the policies, functions, and requirements of area of assignment.

Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.

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

Use correct English usage, grammar, spelling, punctuation, and vocabulary.

Demonstrate interpersonal skills while using tact, patience and courtesy.



South Orange County Community College District  
Page 5 - Program Outreach Specialist – Categorical Funded

Ability to:

Work with and exhibit sensitivity to and understanding of the varied racial, ethnic, cultural, sexual orientation, academic, socio-economic, and disabled populations of community college students.  
Communicate clearly and concisely, both orally and in writing.  
Establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE GUIDELINES - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent of Bachelor's degree from an accredited college or university with major course work in social sciences, liberal studies, communications, education, counseling, or a closely related field.

Experience:

Five years of increasingly responsible administrative and programmatic experience including three years of responsible matriculation, outreach, or other directly related work experience, preferably in an institution of higher education, including experience in a lead or supervisory capacity.

LICENSE OR CERTIFICATE:

A valid California driver's license and proof of insurability is required to drive a District or personal vehicle to other locations, such as local high schools, to conduct work.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting with occasional field trips, including those to local high schools and to attend meetings. Duties are typically performed at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone with students, academic and classified staff, and others. At least minimal environmental controls are in place to assure health and comfort.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Adopt Resolution No. 15-22: Classified Employee Layoff  
**ACTION:** Approval

---

**BACKGROUND**

As a result of lack of funds and/or lack of work, it is necessary to reduce one classified position through reduction of hours.

**STATUS**

The categorically funded classified position in Exhibit A shall be reduced. Order of layoff shall be determined in accordance with the education code and the collective bargaining agreement as applicable.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 15-22 to approve the reductions and/or discontinuance of classified services shown in Exhibit A.

**South Orange County Community College District**

**GOVERNING BOARD  
RESOLUTION 15-22**

**CLASSIFIED LAYOFF RESOLUTION**

BE IT RESOLVED that the Governing Board of the South Orange County Community College District, pursuant to the recommendation of the Chancellor, hereby determines that the following classified position be reduced, as of June 26, 2015 due to a lack of work and/or lack of funds:

<u>Number of Positions</u>	<u>Job Classification</u>	<u>Assigned Time</u>	<u>Disposition</u>
<i>1</i>	<i>Webmaster (144) Pos #4114 Saddleback College</i>	<i>40 hours/week 12 months/year</i>	<i>Reduced 20 hours</i>

BE IT FURTHER RESOLVED by the Governing Board as follows:

1. That due to a lack of funds and/or lack of work, the number of hours are to be reduced for this classified position and/or employee and the amount of service rendered shall be reduced by layoff as specified above, pursuant to Education Code Section 88127 and Article 17 of the Collective Bargaining Agreement ("Agreement") between the District and the California School Employees Association – Chapter 586.
2. That the Chancellor, or his designee, is directed to give notice of layoff to the affected classified employees (considering displacement or bumping rights) pursuant to the requirements of law and the Agreement.
3. That said layoff shall become effective on June 26, 2015, subject to negotiations to the extent required by law.
4. That employee laid off pursuant to this Resolution shall be eligible for reemployment pursuant to Education Code Section 88117 and the Agreement, Article 17.

The foregoing resolution is hereby ratified by the South Orange County Community College District Governing Board on the 27<sup>th</sup> day of April, 2015 by the following vote.

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

\_\_\_\_\_  
Timothy Jemal, Vice President

\_\_\_\_\_  
James R. Wright, Clerk

\_\_\_\_\_  
Nancy M. Padberg, Member

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

\_\_\_\_\_  
Marcia Milchiker, Member

\_\_\_\_\_  
Gary L. Poertner, Chancellor  
and Secretary to the Governing Board

**TO:** Board of Trustees

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

**RE:** SOCCCD: Recess to Public Hearing – California School Employees Association (CSEA) Chapter 586

**ACTION:** Public Hearing

---

**BACKGROUND**

On March 30, 2015, the Board of Trustees received and accepted the initial proposal from the California School Employees Association (CSEA) Chapter 586 for review and study and set a public hearing for the April 2015 Board meeting.

**STATUS**

The Board will conduct a public hearing to provide an opportunity for the public to comment on the initial successor agreement proposal from CSEA Chapter 586 (Exhibit A).

**Initial Successor Agreement Proposal of  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION  
and its Chapter # 586 to the  
South Orange County Community College District**

Please accept the following letter as the California School Employee Association and its Chapter 586 initial Successor Proposal for the expiring Collective Bargaining Term 2012-2015.

**Article 2- Organizational Security**

CSEA is interested in clarifying language regarding member rights.

**Article 3- CSEA Rights**

CSEA is interested in clarifying language regarding association rights.

CSEA has an interest in its inclusion during New Employee Orientation.

**Article 7 –Hours and Overtime**

CSEA is interested addressing vague language in regards to work schedules and hours assigned.

**Article 8- Pay and Allowances**

CSEA has an interest in a fair salary increase as well as addressing longevity calculation concerns as well as other financial considerations.

CSEA has an interest in creating Professional Growth and Development processes.

CSEA has an interest in developing a joint reclassification process.

**Article 9- Health and Welfare Benefits**

CSEA is interested in maintaining coverage that results in no additional out of costs currently experienced by the membership.

CSEA has an interest in discussing Health and Welfare for retiree's options.

**Article 11-Vacations**

CSEA has an interest in modifying the vacation accrual calculations.

**Article 12-Leaves**

CSEA has an interest in modifying the leaves accrual calculations.

**Article 17-Layoff and Reemployment Procedures**

CSEA has an interest in enhancement of the layoff return language currently in the Collective Bargaining Agreement.

The Association reserves the right to make additional proposals at any time during the bargaining process; including but not limited to responses to proposals made by the District.

**TO:** Board of Trustees

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

**RE:** Saddleback College and Irvine Valley College: Professors of the Year

**ACTION:** Information

---

### **BACKGROUND**

The James Hines Teacher of the Year Foundation annually provides substantial awards to Orange County's outstanding classroom teachers. The awards honor teachers who have inspired and enabled students to improve their lives in ways specifically attributed to the teachers. Each year among the honorees is an Orange County community college faculty member currently employed in one of the Orange County community college districts. Nominees for the community college award are selected by the community colleges in Orange County.

### **STATUS**

For the selection process for the community college award, Saddleback College and Irvine Valley College follow the guidelines established by the Orange County Department of Education. A committee to screen nominees was formed at each college by the Saddleback College Associated Student Government and the Associated Students of Irvine Valley College. The committees included administrators, faculty, and students who made the final selection. The names were forwarded to the academic senates at Saddleback College and Irvine Valley College and were approved by the appropriate college senate.

Saddleback College is proud to announce Karah Street, Division of Mathematics, Science & Engineering, as the 2015 Full-Time Professor of the Year; Bob Matthews, Division of Social & Behavioral Sciences, as the Part-Time Professor of the Year; and Gerald Binder as the Emeritus Institute Professor of the Year.

Irvine Valley College is proud to announce Sunjai Gupta, School of Mathematics, Computer Science & Engineering, as the 2015 Full-Time Professor of the Year; Jack Appleman, School of Mathematics, Computer Science & Engineering, as the Part-Time Professor of the Year; and Cecilia Kim as the Emeritus Institute Professor of the Year.

As directed by the Orange County Department of Education and agreed to by the colleges, one nomination will be forwarded to the Orange County Department of Education for the county-wide competition. This year, the nominee will be Karah Street from Saddleback College.

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

---

**BACKGROUND**

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

**STATUS**

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at the colleges since the last board meeting. Exhibit A lists invited speakers and other pertinent information.



## SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT

### SADDLEBACK COLLEGE

<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>
April 1, 2015 11:00 a.m.	TAS 218	Jenny Wang Adv. CAD Design	ARCH 152 DR 152	Raymond Yuhasz	3D Printing
April 1, 2015 1:00 p.m.	SSC 212	Nursing Staff at Mission Hospital/CNSA Linda Call	CNSA General Meeting	Joe Filipi	Entering the Nursing Profession
April 11, 2015 10:30 a.m.	BGS 119	Malia Vago	FASH 250 Fashion Forecasting	Kirsten Morris	Blogging/OC Fashion Week
April 16, 2015 4:00 p.m.	HS 145	Faculty Advisor: Ray Zimmerman	Event sponsored by Baha'i Student Club	Colby Jeffers	Education is Not a Crime. Injustices Baha'is face in Iran regarding education.
April 18, 2015 10:30 a.m.	BGS 119	Malia Vago	FASH 250 Fashion Forecasting	Brittany Fowler Lamp	Blogging/Social Media/Trend Watching
April 24, 2015 1:30 p.m.	TAS 228	Ken Lee	Hardscape Details	Dave Stevens	Landscape Construction
May 2, 2015 10:30 a.m.	BGS 119	Malia Vago	FASH 250 Fashion Forecasting	Christina Matheis	Runwayz Magazine
May 15, 2015 10:30 a.m.	BGS 119	Malia Vago	FASH 250 Fashion Forecasting	Sherri Scheck- Merrill	Fashionomics

### 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>
April 2, 2015 11:00 a.m.	BSTIC 115	Bennet Tchaikovsky	Accounting Society, ASIVC Student Club	Shannon Manzella	Preparation for CPA Exam for Future Accountants with Roger CPA Test Prep
April 6, 2015 1:45 p.m.	BSTIC 115	Roopa Mathur	MGT 104, Business Communications	Adam Tuliper, Microsoft	Hour of Code
April 7, 2015 4:00 p.m.	BSTIC 209	Roopa Mathur	MGT 104, Business Communications	Adam Tuliper, Microsoft	Hour of Code

April 15, 2015 11:00 a.m.	PE 230	Martin McGrogan	HLTH 2, First Aid, Responding to Emergencies	Neil Gibson	Safety Issues at Work
April 16, 2015	BSTIC 115	Bennet Tchaikovsky	Accounting Society; ASIVC Student Club	James Pak	Working in the Field of Finance – Investment Banking

**TO:** Board of Trustees

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

**RE:** SOCCCD: Staff Response to Public Comments from Previous Board Meeting

**ACTION:** Information

---

### **BACKGROUND**

Members of the public may address the Board on any item on the agenda following "Procedural Matters" or during consideration of the item. Items not on the agenda that are within the subject matter jurisdiction of the Board may also be addressed at that time.

At the March 2015 meeting of the Board of Trustees, several members of the public addressed the board to ask for specific information. The board directed district administration to provide the requested information directly to the individuals.

### **STATUS**

Individual responses to public comments made at the March board meeting have been provided to members of the public by district administration.

Faculty members who made public comments regarding salary concerns will receive information through the negotiation process.

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

---

### **BACKGROUND**

The District returned to Basic Aid status in FY 1999-2000. The Board of Trustees has requested regular information reports (EXHIBIT A) about projected basic aid receipts and approved projects.

### **STATUS**

As of March 31, 2015, total estimated Basic Aid receipts are \$565.4M and total approved projects are \$550.6M. The balance of \$14.8M includes the reserve of \$8.3M and unallocated funds of \$6.5M.

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.

The only change for the FY 2014-2015 Basic Aid allocation from the March 2015 Board report is the reinstatement of \$28,392 to complete a previously closed project.

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
April 27, 2015**

<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>							
<b>CLOSED PROJECTS TOTAL</b>	182,875,608	166,155,668	7,076,418	5,156,232	1,487,537	2,938,771	60,982
<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 (2013)	6,000,000				693,427	681,207	4,625,365
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 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)	3,010,000						3,010,000
IVC Performing Arts Center Waterproofing (2013)	470,000						470,000
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)	7,869,899	589,404	745,863	1,817,215	(630,004)	4,864,713	482,708
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 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
<b>CAPITAL PROJECTS TOTAL</b>	226,037,755	11,329,120	5,478,017	4,353,794	2,881,872	20,445,975	181,548,976

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
April 27, 2015**

<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 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>4,881,005</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>62,482</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

**South Orange County Community College District  
Expenditure History for Approved Basic Aid Projects  
April 27, 2015**

<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 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
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>							
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>67,990,671</b>	<b>28,549,129</b>	<b>8,417,291</b>	<b>2,731,200</b>	<b>19,401,240</b>	<b>3,970,898</b>	<b>4,920,913</b>

<b>BASIC AID PROJECT TOTALS</b>	<b>550,648,290</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>216,104,460</b>
---------------------------------	--------------------	--------------------	-------------------	-------------------	-------------------	-------------------	--------------------

Commitments	349,516,741	41,176,493	(9,951,045)	70,406,108	54,193,413	45,278,188
Cumulative Commitments	349,516,741	390,693,234	380,742,189	451,148,297	505,341,710	550,619,898
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	550,648,290
Uncommitted Basic Aid Funds	125,565,318	139,737,857	163,998,135	183,076,428	189,389,451	14,742,308

	<i>Approved Amount</i>					<i>Commitment Change</i>
SC Roof Replace Tech & Applied Science, Village Bldg 3-8 (2010)	28,392					28,392
<b>Change from March 2015 Report</b>	<b>28,392</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,392</b>

A  
f 3

EXHIBIT A  
Page 3 of 3

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Facilities Plan Status Report  
**ACTION:** Information

---

### **BACKGROUND**

On August 30, 2004, the Board of Trustees received a list of projects under consideration for local funding and a report on the status of each project. The Board requested to be kept informed about these and other facilities projects.

### **STATUS**

EXHIBIT A provides an up-to-date report on the status of current construction projects.



FACILITIES PLAN STATUS REPORT  
April 27, 2015

**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: Structural steel installation *complete* at primary building. Observatory construction underway. *Central Plant modifications are complete.*

In Progress: Retaining wall installation continues. Bridge abutment construction continues with two abutments completed. The Furniture, Fixture & Equipment (FF&E) committee is developing furniture procurement plan. Finalizing building structure, priority interior wall framing, MEP hangers and routing, deck concrete, observatory dome and interior.

Recently Completed: Structural building steel is placed and welding and punch list continues. Underground utilities foundation and building slab at the observatory is complete. Observatory grub and grading is complete. Masonry wall construction at the observatory. *Observatory dome was delivered and assembled.*

Focus: Structural steel placement for the pedestrian connector bridges to the campus, deck pours at floors and roof, priority wall framing, MEP routing and supports.

Project Start: March 2011	Scheduled Finish: December 2015
Projected Finish: February 2016	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:** Project is on hold while college considers approach to address scope over budget. Awaiting recommendation for moving forward.

**In Progress:** Project is on hold while college considers approach for moving forward.

**Recently Completed:** Presentation of probable cost by Criteria Architect.

**Focus:** Work with college, 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 approved documents. Construction start is anticipated April 2016 after completion of the TAS Auto Tech Swing Space project. *Value engineering in process for cost reduction.*

**In Progress:** *Board Agenda submitted to authorize a Lease-Leaseback delivery method. Value Engineering in process.*

Recently Completed: *Validation of construction costs at \$10.6 million.*

Focus: Construction start anticipated April 2016 upon completion of the TAS Auto Tech Swing Space project. *Upon board approval, start RFQ for Lease-Leaseback.*

Project Start: September 2011	Scheduled Finish: March 2015
Projected Finish: October 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: Demolition and grading *underway*.

In Progress: *Auto tech building underground utilities and footings.*

Recently Completed:- Demolition in parking lot 1.

Focus: Install *building underground utilities and footings for CMU walls.*

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: Canopy outside ceramics area and several out buildings adjacent to the Fine Arts under review; DSA certification required prior to approving the initial design documents submitted to DSA.

In Progress: Architect responding to DSA redline comments. *Initial* programming review of adjacent structures to meet DSA certification requirements.

Recently Completed: *Board approval of amendment permit review of adjacent structures for DSA compliance.*

Focus: DSA review and response to obtain DSA approval. Identify requirements necessary for adjacent structures to be DSA certified.

Project Start: July 2012	Scheduled Finish: September 2015
Projected Finish: September <del>2015</del> 2016	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: Development of Project program by Criteria Architect with stakeholders.

In Progress: Development of Project program.

Recently Completed: *Second* meeting with Criteria Architect and Project Stakeholders.

Focus: Project programming.

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: *On Hold.*

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: Final finishes, punch list completed. Addressing contractual issues around project delays.

In Progress: *Furniture, fixture and equipment procurement.*

Recently Completed: Contract work is completed.

Focus: Close out and DSA certification. FF&E.

Project Start: January 2012	Scheduled Finish: November 2014
Projected Finish: March 2015	DSA Close Out: Pending

## IRVINE VALLEY COLLEGE

### 1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

	Original	Revision	Total
Project Budget:	\$16,304,000	\$17,309,000	\$33,613,000
State Match:	\$14,472,000	-	\$14,472,000
Basic Aid Allocation:	\$1,832,000	\$17,309,000	\$19,141,000

Budget Narrative: Budget reflects Board agenda action on 4/30/2001, 10/28/2002, 1/20/2004, 2/23/2004, 12/13/2004, and 1/31/2006. Budget also reflects reporting as shown on State Chancellor's Office FUSION report fiscal year 03-04 and 07-08.

Status: The final Notice of Completion was filed on September 24, 2007. DSA advises close out via alternate engineer assistance. No enforcement available to obtain project architect response.

In Progress: Six change orders remain in “Pending” status and must be closed to arrive at DSA close out. Requesting Architect provide all open status items to district to close project using alternate architectural firm. Project Architect is leaving firm. Has provided addendum information with promise of change orders before exit.

Recently Completed: Obtained addendum information which is needed for DSA close out paperwork.

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: Mediation completed and final agreement reached with Surety Company. *Final warranty items to be completed over the summer.*

In Progress: Warranty closeout of project.

Recently Completed: *Drawings received from architect for outstanding warranty items.*

Focus: Final closeout of project.

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: *Final revision of easement agreement submitted to City of Irvine.*

Focus: Conclude agency negotiations for easements with City of Irvine and Southern California Edison and prepare documents to bid.

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 \$11,463,000 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: Interior and exterior framing 90% complete, Roofing 90% complete, exterior wall lathing started.

In Progress: Mechanical, electrical and plumbing rough-ins, roofing, insulation and drywall.

Recently Completed: *Interior metal framing, exterior lathing, install of HVAC units on roof.*

Focus: Furniture, fixture and equipment procurement. Roofing, exterior plaster, insulation, drywall, and start window install.

Project Start: December 2012	Scheduled Finish: May 2015
Projected Finish: August 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: *On Hold.*

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. Demolition of Land Exchange buildings, including infrastructure removal is underway.

In Progress: Removal of the remaining piping infrastructure is underway. Repair of an existing storm drain and the required re-grading of the property, is in progress.



Recently Completed: All buildings, roadways and parking lots identified to be demolished as a part of this project have now been removed.

Focus: Adhere to various regulatory requirements specific to ATEP site.

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: Design-Build Request for Proposal *issued*.

In Progress: *Interim interviews with proposers. RFP submissions due May 12th.*

Recently Completed: *Issuance of RFP to Design-Build Entities.*

Focus: Identify *necessary RFP modifications and respond to questions by proposing firms, both by issuance of Addenda.*

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: 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 March 31, 2015 (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 March 31, 2015

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	4,831,782	617,844	12.79%
State Sources	8600-8699	25,690,086	29,594,268	18,935,096	63.98%
Local Sources	8800-8899	195,166,457	195,244,395	138,850,177	71.12%
Other Financing Sources	8900-8912			12,805	
Total Revenue		225,259,421	229,670,445	158,415,922	68.98%
INCOMING TRANSFERS	8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		<b>\$ 269,495,952</b>	<b>273,906,976</b>	<b>202,652,453</b>	<b>73.99%</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 70,886,553	72,073,035	51,359,145	71.26%
Other Staff Salaries	2000-2999	46,086,852	46,235,492	28,285,883	61.18%
Employee Benefits	3000-3999	39,578,000	40,263,507	27,106,623	67.32%
Supplies & Materials	4000-4999	5,637,251	5,768,186	2,189,014	37.95%
Services & Other Operating	5000-5999	23,397,149	25,020,931	12,998,274	51.95%
Capital Outlay	6000-6999	11,856,016	12,374,819	3,282,325	26.52%
Payments to Students	7500-7699	756,776	778,651	447,511	57.47%
Total Expenditures		\$ 198,198,597	202,514,621	125,668,775	62.05%
OTHER FINANCING USES:					
Debt Service	7100-7199	0	0	0	
Inter Fund Transfers Out	7300-7399	\$ 1,197,350	1,292,350	1,269,865	98.26%
Basic Aid Transfers Out	7300-7399	43,861,973	43,861,973	100,000	0.23%
Intra Fund Transfers Out	7400-7499	0	0	12,805	0.00%
Total Other Uses		45,059,323	45,154,323	1,382,670	3.06%
<b>TOTAL USES OF FUNDS</b>		<b>243,257,920</b>	<b>247,668,944</b>	<b>127,051,445</b>	<b>51.30%</b>
<b>ENDING FUND BALANCE</b>		<b>\$ 26,238,032</b>	<b>26,238,032</b>	<b>75,601,008</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 March 31, 2014 actual revenues to date were **70.99%** and actual expenditures to date were **55.96%** of the revised budget to date.

**SADDLEBACK COLLEGE**

General Fund Income and Expenditure Summary  
As of March 31, 2015

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	59,220,897	68.18%
Restricted Budget Allocation		18,987,615	20,909,549	11,118,329	53.17%
Total Revenue		105,847,463	107,769,397	70,339,226	65.27%
INCOMING TRANSFERS	8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		<u>\$ 116,002,255</u>	<u>117,924,189</u>	<u>80,494,018</u>	68.26%
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	\$ 45,603,021	45,798,951	32,057,627	70.00%
Other Staff Salaries	2000-2999	24,053,664	23,975,349	14,063,405	58.66%
Employee Benefits	3000-3999	22,371,315	22,774,891	15,144,909	66.50%
Supplies & Materials	4000-4999	3,794,239	4,005,970	1,345,810	33.60%
Services & Other Operating	5000-5999	10,802,761	11,438,067	5,525,179	48.31%
Capital Outlay	6000-6999	7,540,065	8,049,418	2,387,554	29.66%
Payments to Students	7500-7699	487,190	531,543	274,626	51.67%
Total Expenditures		<u>\$ 114,652,255</u>	<u>116,574,189</u>	<u>70,799,110</u>	60.73%
OTHER FINANCING SOURCES/(USES):					
Debt Service	7100-7199	0	0	0	
Transfers Out	7300-7399	\$ 350,000	350,000	398,600	113.89%
Other Transfers	7400-7499	0	0	0	
Total Other Uses		<u>350,000</u>	<u>350,000</u>	<u>398,600</u>	113.89%
<b>TOTAL USES OF FUNDS</b>		<u>115,002,255</u>	<u>116,924,189</u>	<u>71,197,710</u>	60.89%
<b>LOCATION OPERATING BALANCE</b>		<u>\$ 1,000,000</u>	<u>1,000,000</u>	<u>9,296,308</u>	
<b>RESERVES</b>					
Reserve for Economic Uncertainties		<u>\$ 1,000,000</u>	<u>1,000,000</u>		

NOTE: As of March 31, 2014, actual revenues to date were **67.37%** and actual expenditures to date were **63.27%** of the revised budget to date.

**IRVINE VALLEY COLLEGE**  
General Fund Income and Expenditure Summary  
As of March 31, 2015

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	36,001,853	71.07%
Restricted Budget Allocation		9,005,144	11,474,234	7,766,800	67.69%
Total Revenue		59,662,437	62,131,527	43,768,653	70.45%
INCOMING TRANSFERS	8980-8989	0	0	0	
<b>TOTAL SOURCES OF FUNDS</b>		<u>63,834,547</u>	<u>66,303,637</u>	<u>47,940,763</u>	72.30%
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	23,650,937	24,641,489	18,435,210	74.81%
Other Staff Salaries	2000-2999	13,942,833	14,224,788	9,120,341	64.12%
Employee Benefits	3000-3999	13,012,792	13,294,723	9,223,217	69.38%
Supplies & Materials	4000-4999	1,651,169	1,631,457	772,849	47.37%
Services & Other Operating	5000-5999	5,691,449	6,630,237	3,264,875	49.24%
Capital Outlay	6000-6999	3,968,431	3,891,485	825,548	21.21%
Payments to Students	7500-7699	269,586	247,108	172,885	69.96%
Total Expenditures		62,187,197	64,561,287	41,814,925	64.77%
OTHER FINANCING SOURCES/(USES):					
Debt Service	7100-7199	0	0	0	
Transfers Out	7300-7399	647,350	742,350	671,265	90.42%
Other Transfers	7400-7499	0	0	12,805	
Total Other Uses		647,350	742,350	684,070	92.15%
<b>TOTAL USES OF FUNDS</b>		<u>62,834,547</u>	<u>65,303,637</u>	<u>42,498,995</u>	65.08%
<b>LOCATION OPERATING BALANCE</b>		<u>1,000,000</u>	<u>1,000,000</u>	<u>5,441,768</u>	
<b>RESERVES</b>					
Reserve for Economic Uncertainties		<u>1,000,000</u>	<u>1,000,000</u>		

NOTE: As of March 31, 2014, actual revenues to date were **70.82%** and actual expenditures to date were **65.57%** 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 March 31, 2015 (EXHIBIT A). The portfolio is comprised of 49.0% Fixed Funds (Bonds) and 51.0% Common Stocks (Domestic and International). The portfolio's performance decreased 0.39% in the month of March, 2015, ending with a fair market value of \$93,188,823. Since inception, the trust has earned a 6.21% annualized return which is consistent with the market.

During March 2015, \$4,000,000 was withdrawn from the trust for payment of the current year retirement benefits.

April 7, 2015

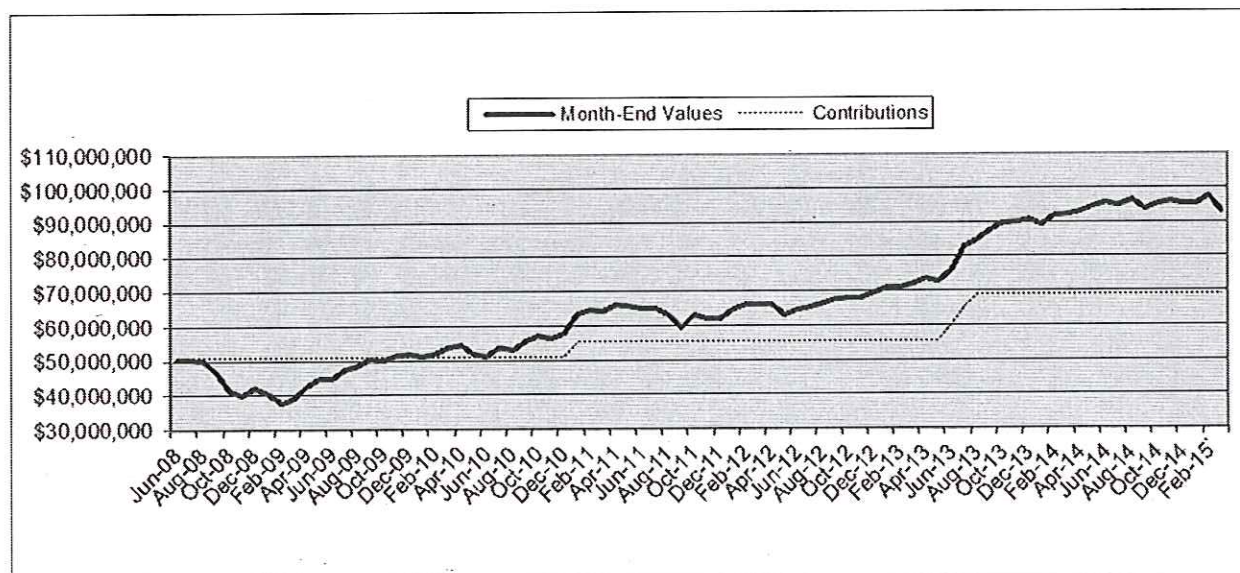
South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

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

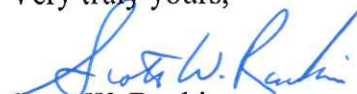
With a fair market value on March 31st of \$93,188,823.31 your portfolio's performance was down -0.39% for the month and up 6.21% on an annualized basis since the June 24<sup>th</sup>, 2008 inception date net of program fees.

Your portfolio ended the month as a diversified mix of bond funds (49.0%), and common stock funds (51.0%). 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. \$4,000,000 was withdrawn from the trust on March 19, 2015. Below is the performance of your portfolio for various time frames since inception.

<u>Performance</u>	<u>March 2015</u>	<u>Year-To-Date</u>	<u>Annualized Since Inception</u>
South Orange CCCD	-0.39%	2.34%	6.21% annualized return
S&P 500	-1.58%	0.96%	9.74% (Domestic Stocks)
MSCI EAFE	-1.52%	4.88%	1.96% (International stocks)
Barclays Aggregate	0.46%	1.61%	5.03% (Domestic Bonds)
Barclays Global	-0.96%	-1.92%	2.85% (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
October-14	\$ -	\$ 68,799,724	\$ 95,339,341
November-14	\$ -	\$ 68,799,724	\$ 96,004,369
December-14	\$ -	\$ 68,799,724	\$ 95,241,531
January-15	\$ -	\$ 68,799,724	\$ 95,202,573
February-15	\$ -	\$ 68,799,724	\$ 97,642,721
March-15	\$ (4,000,000)	\$ 64,799,724	\$ 93,188,823
	<b>\$ 64,799,724</b>		

**TO:** Board of Trustees  
**FROM:** Gary L. Poertner, Chancellor  
**RE:** SOCCCD: Quarterly Financial Status Report  
**ACTION:** Information

---

**BACKGROUND**

Title 5, California Code of Regulations, Section 58310 requires each community college district to prepare a Quarterly Financial Status Report based on measurements and standards as established by the Board of Governors and certified on forms provided by the Chancellor no later than forty-five days following completion of each quarter.

**STATUS**

The California Community Colleges Quarterly Financial Status Report for SOCCCD, as of March 31, 2015 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

District: (890) SOUTH ORANGE

Quarter Ended: (Q3) Mar 31, 2015

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	163,276,542
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	40,871,237	37,873,228	39,024,983	45,054,323
B.3	Total Unrestricted Expenditures (B.1 + B.2)	179,590,099	185,960,661	186,577,051	208,330,865
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-640,307	6,499,457	9,727,912	-11,084,796
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	26,238,032
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	27,974
-----	---	--------	--------	--------	--------

**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		33,966,689	39,438,315	61,516,482
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	28,916,889	33,966,689	39,438,315	61,516,482

**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	139,493,979	70.7%
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	139,493,979	70.7%
J.	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	163,371,542	163,276,542	112,112,811	68.7%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	44,959,323	45,054,323	1,197,350	2.7%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	208,330,865	208,330,865	113,310,161	54.4%
K.	<b>Revenues Over(Under) Expenditures (I.3 - J.3)</b>	-11,084,796	-11,084,796	26,183,818	
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	26,238,032	63,506,646	
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	% *	Permanent		Temporary		Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

\* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**  
This year? **NO**  
Next year?

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)



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

**FROM:** Glenn R. Roquemore, PhD, President

**DATE:** April 16, 2015

**SUBJECT: President's Report for the April 27, 2015 Board of Trustees Meeting**

## **IVC Speech and Debate Wins National Competition, Takes Third in State**

The Irvine Valley College (IVC) Speech and Debate Team became the Community College National Champion for the fourth year in a row on March 17. The National Parliamentary Debate Association awarded the team of 17 students the Year-Long National Sweepstakes Trophy for winning the most debates at qualifying tournaments throughout the season. The team also placed eighth in the country among all two-year and four-year institutions. A team of 15 also placed third in overall tournament sweepstakes at the California Community College Forensics Association State Championships, held March 12-15 in Woodland Hills.

## **IVC Foundation Awards Dinner**

On Saturday, April 11, IVC held its Celebrating Excellence Foundation Awards Dinner at the Lyon Air Museum in Santa Ana. Over 300 guests were in attendance. IVC theater students performed musical acts for guests as they enjoyed the museum's airplane exhibits and submitted their bids for the silent auction. Steve Churm, Vice President of Freedom Communications and the Orange County Register, hosted the evening as master of ceremonies and helped garner enthusiasm and bids for the fund-a-scholar and live auction. The IVC Jazz Ensemble, directed by Dan St. Marseille, performed throughout the evening, providing a lively ambiance for guests. The evening proved to be the most successful for IVC. The Celebrating Excellence awards were presented to community partner Edwards Lifesciences, administrator Karima Feldhus, classified staff member Alice Griffin, student Michael Chan, veteran student Ben Bischer, faculty member Cale Crammer, and alumna Nicolette Ward.

## **Student Composer Competition**

The Student Composer Competition was developed by the IVC Music Theory and Composition area, which is directed by Dr. Daniel Luzko. The competition was made possible by the generous support of ASIVC (IVC's student government), who generously funded the monetary awards in each category. The goal of the competition was to motivate the development of music writing at the high school and college level, giving student composers an opportunity to showcase their work using IVC performers, including the support of the IVC Choir, the IVC Orchestra, the IVC Wind Symphony and the IVC Keyboard areas. Winners included: UCLA student Haosi Howard Chen, first place; Saddleback College Student Lawson Madlener, second place; and IVC Student Sina Karachiani, third place.

## **College of Alameda Accreditation Visit**

As part of the Accrediting Commission for Community and Junior Colleges (ACCJC) peer review process, President Roquemore and Sandy Jeffries visited the College of Alameda, which

is part of the Peralta Community College District, on March 8-12. President Roquemore served as chair for the accreditation visit.

### **IVC Spring Job Fair**

On April 14, the Career Center hosted the Spring Job Fair for students. Over forty companies attended, including Wells Fargo Bank, the Irvine Company, Apple Inc. and LAPD. Companies provided students with information, answering questions, and resources for setting up interviews. Students were able to utilize the job fair to plan their next moves for summer jobs, careers, and exploring the job market.

### **ASIVC Students Visited Capitol Hill**

On March 30, ASIVC students Safar Mahmadv, Samantha Kimberly Zan, Keefe Carrillo, Danielle Thomas and Edward Contreras, along with federal advocate, Dana Debeaumont, visited Washington D.C. to share their concerns regarding Pell Grants and other student issues. The group also had visits to the offices of Senators Barbara Boxer and Dianne Feinstein on their itinerary.

### **IVC Model United Nations Takes Top Honors**

On March 22, IVC's Model United Nations (MUN) team kept its streak of excellence alive winning its fourth consecutive Outstanding Delegation award at the National Model United Nations (NMUN) Conference held in New York. The team's performance at NMUN-NY coupled with its showing at NMUN-DC in the fall, once again makes IVC the most decorated college at National Model United Nations conferences this year. In addition, IVC's fifteen overall awards at NMUN-NY sets a new NMUN record for the most awards ever won at the NMUN-NY conference. In addition to winning the top team award, eighteen IVC students received research awards—Outstanding Position Papers—for their respective committees. Ten students received individual awards for the top performances in their respective committees and two students were selected for the distinct honor of serving as committee chairs for the NMUN staff. NMUN-NY is the largest and most competitive international Model UN conference, bringing together more than 5,000 students from over 200 colleges and universities from around the world.

### **IVC's Phi Theta Kappa Honors Two Students**

Phi Theta Kappa's Kayla Orlinsky and Nathan Martinez for being named to California's First and Second All-State Academic Teams for their achievement in demonstrating academic excellence and intellectual rigor combined with leadership and service that extends their education beyond the classroom to benefit society. Kayla has conducted research whereby she designed a mathematical model to assess which quarantine policies and practices best contain the spread of Ebola in West Africa. Nathan Martinez led a team conducting research on the feasibility of integrating superconductors into the United States' existing power grid. Both have presented their research at several conferences, including the SOCCCD Student Research Symposium. Kayla and Nathan were recognized at the Phi Theta Kappa Awards Luncheon and are being considered for an All-USA Academic Team Scholarship through which twenty team members are named annually to receive a \$2,500 scholarship, presented at the annual President's Breakfast held during the American Association of Community Colleges Annual Convention.

### **Speech and Debate Team Wins Fifth Double-Gold Sweepstakes Award**

The IVC Speech and Debate Team won gold awards in both Debate and Overall Sweepstakes points at the 2015 Phi Rho Pi National Tournament in Cleveland, Ohio, April 6-11. This is the fifth consecutive year that IVC Forensic students have won both sweepstakes trophies in their division. IVC Forensics sent seven students with four events each for a total of 28 entries. Phi Rho Pi is the largest two-year collegiate forensics organization with 56 community college teams, 524 participants, and 1,052 competitive speaking events.

### **Presentation at the American Association of Community Colleges Annual Convention**

President Roquemore coordinated a presentation titled "College of the Future: The Advance Technology Education Park in California" at the American Association of Community Colleges (AACC) 95<sup>th</sup> Annual Convention in San Antonio, Texas, April 18-21. President Roquemore led a team of four which included Corine Doughty, IVC Dean of Instruction, Economic & Workforce Development, and two others representing the Irvine Chamber of Commerce and Vital Link to provide an update to bring a "hands on" approach to embed education with business and industry.

### **Circle K International Club Attends at District Convention**

The IVC Circle K International Club sent fourteen student members plus one advisor to their annual District Convention. The club joined over 800 other Circle K student club members from across the California-Nevada-Hawaii District on March 27 – 29 in Woodland Hills, CA. Circle K International is the premier collegiate and university community service, leadership development and friendship organization in the world. With nearly 14,000 members in 17 nations, Circle K members make a positive impact on the world every day by helping various communities in countless ways. Sponsored by the Kiwanis Club of Irvine, the IVC Circle K Club is guided by Circle K International's mission to develop college students into a global network of responsible citizens and leaders with a lifelong commitment to service. The organization's motto of "Live to Serve, Love to Serve!" accurately describes the passion that the student members have to enrich the world. At the District Convention, IVC Circle K student members garnered new skills by attending leadership training, personal development and educational workshops, elected new leaders for the District, and celebrated the accomplishments of clubs and members. This year the IVC Circle K Club performed over 2280 hours of community service since March 2014 and earned several awards.





## 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 April 27, 2015 Board of Trustees Meeting

Saddleback College's Professors of the Year were named. The Professor of the Year is Dr. Karah Street, a biology instructor who started at Saddleback in 2003 as a part-time instructor before becoming a full-time instructor in 2005. Dr. Bob Matthews, a psychology instructor who has taught at Saddleback since 1999, is our associate faculty of the year, and Dr. Gerald Binder, a philosophy, film, and humanities instructor since 2008, was named the Emeritus Institute Professor of the Year. Congratulations to these three amazing instructors, who were nominated by their students for this achievement.

Congratulations to our newly tenured faculty: Teresa Bear, Chemistry; Christina Bowles, Nursing; Ryan Even, Photography; Kirill Gliadovsky, Music; Lawrence Grialva, Emergency Medical Technician; Safiah Mamoon, Health Information Technology; Maria Mayenzet, Screen Acting and Video Production; Patricia McGinley, Nursing; Jedrek Mularski, World History; Lucas Ochoa, Speech; Penelope Skaff, Matriculation and Counseling; Deanna Valdez, Mathematics; and Kolin Williams, Counseling.

The Student Success Summit, which is organized in conjunction with Irvine Valley College, was held on Friday, April 17<sup>th</sup>. The keynote speaker was Dr. Brad C. Phillips, president of the Institute for Evidence-Based Change and expert in "Achieving the Dream – Student Success." Guest speakers included Dr. Theresa Tena, Dr. Omero Suarez, and Dr. Jim Walker.

### Office of Instruction

#### *Fine Arts and Media Technology*

April was a busy month for student performances. On April 4<sup>th</sup> in FA 103, Jazz Studies hosted a free performance of the New York jazz trio Open Loose. Also on April 4<sup>th</sup>, Keyboard Studies presented Bach and the Dance in FA 101. The audience enjoyed a presentation of a Baroque interpretation lecture/demo/masterclass on piano and harpsichord by Professor Raymond Erickson from Queens College. On April 10<sup>th</sup> through the 19<sup>th</sup> the Department of Theatre Arts presented a thrilling spring musical, Bonnie and Clyde to full houses. On April 11<sup>th</sup> the Angels for the Arts presented their yearly fundraiser, the Big Band Swing Thing, at the Norman P. Murray Center. Patrons enjoyed an evening of dancing to 40s style swing music of the Saddleback College Big Band. On April 15<sup>th</sup>, the Department of Theatre Arts presented a free staged reading of the musical High Fidelity in the Studio Theatre. On April 16<sup>th</sup> at noon in FA 101, Scott Farthing's opera class presented Gallantry – a One-Act "Soap" Opera. Admission was free. On April 20<sup>th</sup> at noon, Jazz Studies presented a Guest Lecture by Alto Saxophonist and Composer Jacob Zimmerman. Admission was free. On April 24<sup>th</sup> & 25<sup>th</sup>, the Dance Department presented Dance Collective 2015 in the McKinney Theatre. Saddleback Jazz Lab Ensemble students presented a concert with saxophonist John O'Gallagher in the McKinney Theatre on April 27<sup>th</sup> at 7:30

p.m. On the next day, April 28<sup>th</sup> at 7:30 p.m. the John O’Gallagher Trio performed in the McKinney Theatre. On April 29<sup>th</sup> at 7:30 p.m. in the McKinney Theatre, Keyboard Studies presented a Master Class with Dr. Robert Watson, Professor and Chair of the Music Department at Cal State Fullerton.

#### *Community Education, Emeritus Institute, and K-12 Partnerships*

The Summer 2015 Gaucho Guide was delivered in early April to over 277,000 households. This edition of the Gaucho Guide boasts over 100 offerings, including College for Kids, CUSD Summer Experience programs, swim lessons, and classes for adults. New this year is the addition of an Emeritus Institute brochure, stapled into the center of every guide.

#### **Office of Student Services**

##### *Transfer Center*

The Transfer Center held our spring 2015 College Fair on April 23<sup>rd</sup>. What a success!! Over 91 colleges and universities attended.

New universities to our campus included the following: Bryant, Louisiana State, Oregon Institute of Technology, Patten, Rider, Rochester Institute of Technology, Southern Oregon, SUNY Plattsburgh, University of Illinois at Chicago and Richmond, and The American International University in London.

Samples of Cal States include the following: Cal Poly Pomona, Chico, Dominguez Hills, Fullerton, Long Beach, Northridge, San Marcos.

Samples of UCs include the following: Irvine, Los Angeles, Riverside, San Diego, Santa Cruz.

Samples of our California Private Universities include the following: Azusa Pacific, Brandman, Chapman, Concordia, Laguna College of Art and Design, Loma Linda, Loyola Marymount, National, Otis College of Art and Design, Pepperdine, Pomona, University of San Diego, and Whittier.

Samples of the Out-Of-State Universities include the following: Arizona State, Boise State, DePaul, Hawaii Pacific, Northern Arizona, Temple, Texas Tech, University of Colorado Boulder, and University of Montana.

The following universities schedule appointments with students: CSU Fullerton, CSU Dominguez Hills, Cal Poly Pomona, UC San Diego, UCLA, Chapman.

The following universities participated in Quad Sits with students: National University, Grand Canyon, Northern Arizona, and Wentworth Institute of Technology.

The Transfer Center conducted the following workshops: TAG Information for fall 2016, Teacher Information Session, The Transfer Center participated in 4 class visits.

The Transfer Center conducted 2 Don’t Cancel That Class presentations.

The Transfer Center Counselors took our students the following campus tours: Welcome to Cal State Fullerton Day, UCLA STOMP Transfer Conference.

The Transfer Center held their Transfer Advisory Board meeting.

The Transfer Center Honors Counselor attended the UCLA TAP Council meeting.

*Economic and Workforce Development*

The annual Career Fair was held on Wednesday, April 15<sup>th</sup> in the quad. Over 100 employers were on site to discuss career opportunities with students.

Report to the SOCCCD Board of Trustees for April 27, 2015  
Business Services Highlights - Vice Chancellor Dr. Debra L. Fitzsimons

***This month's Board Report from Business Services addresses facilities-related topics of special interest such as the phased development at the ATEP site and processes regarding how the district procures furniture and equipment for the capital construction and renovation projects so that the board and the public have an understanding of what is happening in these two areas.***

**ATEP's Phased in Approach for Utilities, Development, Sitework, and Buildings:**

The ATEP first building is a more complex construction endeavor than other capital construction projects that are underway in the district. This project is located in what is known as a "brown field" or a location that had a previous use requiring some level of environmental clean-up, demolition, and grading. It also requires installation of all support facilities as there are none in existence. (For example: all wet and dry utilities and development of parking).

The district is developing a phased approach to the ATEP utility and infrastructure build-out. The first phase provides utilities such as storm drain, sewer, water, electric and gas that are sized to serve two educational buildings and one or two commercial buildings. The ATEP Site Infrastructure Project Phase I also includes ATEP site vehicular and pedestrian access and a parking lot to serve the first IVC Building which is under design.

Staff is coordinating this endeavor with the City of Tustin's planned extension of Bell Avenue. Bell Avenue is a new street extension, currently going through the city planning process, which will bisect the districts ATEP property and will provide access. There is a possibility that utilities could be located under the Bell Avenue improvement.

Storm water quality is an important issue in California and municipalities are required to participate in a water quality program titled "Municipal Separate Storm Sewer System (MS4) program with extensive requirements and audit. California Community College Districts narrowly avoided inclusion as an MS4 in the last five year review and are thus far exempt from direct participation.

However, as a compromise, all community college districts are expected to take the actions required without the need to respond to audit requirements. The ATEP site, as part of the overall Tustin Legacy project, is required to participate fully in the MS4 requirements now as part of the development agreement with the City of Tustin, which includes the requirement for the district to obtain a city grading permit. This grading permit process includes a requirement to provide a Water Quality Management Plan (WQMP) and that plan was submitted to the City of Tustin mid-April for City review and is a new endeavor for our district and another example of how development requirements on the ATEP site is and will continue to be unique from the other colleges' development and construction.

There is an ATEP Development Framework documents that is being finalized that had active and widespread participation into its formulation by college and district services representatives, as well as our ATEP consultants. It lays out phases for development and will provide a framework for development over the years to come. It will be a document that can be shared with potential future educational or commercial partners who may be interested in the ATEP site and partnering with us. This ATEP Development Framework will be reviewed and discussed with the SOCCCD Board of Trustees at a future meeting, when available.

Report to the SOCCCD Board of Trustees for April 27, 2015  
Business Services Highlights - Vice Chancellor Dr. Debra L. Fitzsimons

**Capital Projects and Furniture Procurement**

Furniture selection is a detailed and time consuming aspect of finalizing a new building construction or renovation capital project. Two of our projects, the IVC A400 Building Project and the Saddleback College Sciences Building Project are in the throes of this process with a third project, the Saddleback College ATAS Swing Space Project coming online for furniture procurement in the very near future.

The SC Sciences Building Project team, working with Dean Chris McDonald and his furniture selection team members, are selecting options for major items including office systems furniture, lab stools, IT equipment, teaching stations and various furniture for student gathering spaces. In addition, the team is identifying existing equipment to be moved and other equipment that will need to be purchased. All of this effort is combined with an understanding of the available furniture budget for best overall project benefit.

The A400 Building Project furniture selection has been underway with faculty participation since September 2013. Dean Karima Feldhus included staff from the occupying departments and the college facilities' resident furniture coordinator who participated in selecting tables, desks, chairs, common area and office layouts including systems furniture selection. Furniture color and fabric selections are coordinated with the building wall, ceiling and floor finishes.

After selections are made, the procurement process begins including an evaluation of existing contracts (piggyback with other agencies or California Multiple Award contracts) to ensure the best value purchase.