

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

# AGENDA

## Meeting of the Board of Trustees



**Tuesday, January 22, 2008**

Call to order: 3:00 p.m.

[Followed by Public Comments/Closed Session]

**Reconvene Open Session: 6:00 p.m.**

Auditorium, Room 145  
Health Sciences/District Offices Building  
Saddleback College  
28000 Marguerite Parkway  
Mission Viejo, CA 92692

### Board of Trustees

Donald P. Wagner – President, John S. Williams - Vice President, Thomas A. Fuentes – Clerk  
William O. Jay, David B. Lang, Marcia Milchiker, Nancy M. Padberg, Matthew Reynard – Student Trustee  
Raghu P. Mathur, Ed.D. - Chancellor





## Meeting of the Board of Trustees

January 22, 2008

### **CALL TO ORDER: 3:00 P.M.**

#### **1.0 PROCEDURAL MATTERS**

##### **1.1 Call To Order**

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

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

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

- A. Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC 54957)
  - 1. Public Employee Evaluation of Performance
  - 2. Public Employee Discipline/Dismissal/Release (4)
- B. Conference with Labor Negotiators (GC 54957.6)
  - 1. Negotiator – Dr. Raghu Mathur; SOCCCD Faculty Association
  - 2. Negotiator – Dr. Raghu Mathur; California School Employees Association (CSEA), Chapter 586
- C. Conference with Real Property Negotiators (GC 54956.8)
  - 1. Property – Lease of Portion of Advanced Technology and Education Park (ATEP) Property at 15445 Lansdowne Road, Tustin, CA  
Agency Designated Representative – Dr. Raghu Mathur;  
Negotiating Parties (1) Camelot Entertainment; (2) CSU-Fullerton; (3) Young Americans; and (4) Chapman University/University College.  
Under Negotiation – Price and Terms of Payment
  - 2. Property – Use of Portion of Irvine Valley College at 5500 Irvine Center Drive, Irvine, CA  
Agency Designated Representative – Dr. Raghu Mathur;  
Negotiating Parties – Novaquatics  
Under Negotiation – Price and Terms of Payment
  - 3. Property – Use of a Portion of Saddleback College at 28000 Marguerite Pkwy., Mission Viejo, CA  
Agency Designated Representative – Dr. Raghu Mathur;  
Negotiating Parties – Park Place Lexus Mission Viejo  
Under Negotiation – Price and Terms of Payment



- D. Conference with Legal Counsel (GC 54956.9)
  - 1. Existing Litigation (GC 54956.9[a])
    - a. Crosby v. SOCCCD
    - b. Frank Bowers DBA Bowers Auto Mart v. SOCCCD, IVC
  - 2. Anticipated Litigation/Significant Exposure to Litigation (GC54956.9[b][1] and [3][A]) (3)
  - 3. Initiation of Litigation (GC 54956.9[c]) (2)

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

**2.0 PROCEDURAL MATTERS**

**2.1 Actions Taken in Closed Session**

**2.2 Invocation**

Led by Trustee Nancy Padberg

**2.3 Pledge of Allegiance**

Led by Trustee Tom Fuentes

**2.4 Resolutions / Presentations / Introductions**

Steven Teh, Saddleback College Full-time Professor of the Year  
Susan Robertson, Saddleback College Part-time Professor of the Year  
Richard Zucker, Irvine Valley College Full-time Professor of the Year  
Rick Schank, Irvine Valley College Part-time Professor of the Year  
Donna Hanna Chase, Irvine Valley College Emeritus Professor of the Year

**2.5 Public Comments**

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

**3.0 REPORTS**

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

A. Board Reports

B. Chancellor's Report

C. Board Requests for Report(s):  
Report on Nepotism



#### **4.0 DISCUSSION ITEMS**

##### **4.1 Saddleback College, Irvine Valley College and ATEP: Educational and Facilities Master Plan Update**

Information presented by Dr. Richard D. McCullough, President, Saddleback College, Dr. Glenn R. Roquemore, President, Irvine Valley College, and Dr. Robert Kopecky, Provost, ATEP.

#### **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 special on November 29, 2007

Approve minutes of a regular meeting on December 10, 2007

##### **5.2 Irvine Valley College: Change Order Requests: Business Sciences and Technology Innovation Center**

Approve change orders with various trader contractors which will result in a decrease of \$86,855.00. The total revised contract amount is \$14,939,631.00.

##### **5.3 Irvine Valley College: Agreement for Architectural Services for Landscape Improvements for the Existing Performing Arts Center**

Approve agreement for landscaping with RJM Design Services in the amount of \$48,015.00.

##### **5.4 Irvine Valley College: Amendment to Increase Contract Services with gkkworks: Business Sciences and Technology Innovation Center**

Approve amendment to increase contract amount with gkkworks in the amount of \$342,977.00. The total revised contract amount is \$1,462,977.00.

##### **5.5 Saddleback College: Notice of Completion: Gymnasium Floor Replacement**

Approve filing of Notice of Completion.

##### **5.6 Saddleback College: Amendment No. 2: Architectural Services Agreement with DSE Architecture, Inc. for BGS Project**

Approve amendment with DSE Architecture, Inc. in the amount of \$96,462.00. Total revised contract amount is \$534,625.00.

##### **5.7 Saddleback College: Award of Bid: Timing and Scoring System for Aquatics Program**

Approve award of bid to Colorado Time Systems in the amount of \$83,856.44.



- 5.8 **Saddleback College: Student Nurse Organization: Faculty and Student Travel**  
Approve NSNA Conference attendance in Grapevine, Texas for one Nursing Faculty and the attendance of sixteen to twenty nursing students in an amount not to exceed \$14,830.00.
- 5.9 **ATEP: Change Order Request No. 8: Completion of Relocatable Classroom Buildings**  
Approve change order requests with ModSpace increasing the contract amount by \$2,960.00. The total revised contract amount is \$3,394,302.09.
- 5.10 **ATEP: Agreement for Architectural Services for Landscape Modification of Parkway Plantings**  
Approve agreement for landscaping modification with RJM Design Services, Inc. in the amount of \$28,845.00.
- 5.11 **SOCCCD: Speakers**  
Approve of honorarium and travel expenses for speakers at Irvine Valley College and Saddleback College.
- 5.12 **SOCCCD: 2009-2010 Academic Calendar**  
Approve the proposed 2009-2010 Academic Calendar.
- 5.13 **SOCCCD: 2008-2009 Sabbatical Recommendations**  
Approve the 2008-2009 Sabbatical Proposals
- 5.14 **SOCCCD: Revised Authorization for District Institutional Memberships 2007/2008**  
Approve memberships as presented.
- 5.15 **SOCCCD: Academic Year 2008-2009 Non-Resident Tuition Fees for Foreign and Out-of-State Students**  
Approve fees for 2008/2009 year of \$181 per semester unit, capital outlay fee of \$25 per semester unit and the application fee of \$52.
- 5.16 **SOCCCD: Trustees' Requests for Attending Conferences**  
Approve Trustees' requests for attending conferences.
- 5.17 **SOCCCD: Purchase Orders/Confirming Requisitions**  
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P08-0471 through P08-02885 amounting to \$3,047,030.93 and confirming requisitions dated November 16, 2007 through December 20, 2007 totaling \$82,013.43.



**5.18 SOCCCD: Payment of Bills**

Approve Check Nos. 066119 through 0067196 processed through the Orange County Department of Education, totaling \$7,323,177.13; Check Nos. 009101 through 009126, processed through Saddleback College Community Education, totaling \$64,980.78; and Check Nos. 008377 through 008396, processed through Irvine Valley College Community Education, totaling \$26,574.85.

**5.19 SOCCCD: Budget Amendment: Adopt Resolution No. 08-01 to Amend 2007-2008 Restricted Child Development Fund**  
Adopt resolution.

**5.20 SOCCCD: Transfer of Budget Appropriations**  
Approve transfers as detailed.

**5.21 SOCCCD: Gifts to the District and Foundation**  
Approve acceptance of various donated items.

**5.22 SOCCCD: December 2007/January 2008 Contracts**  
Ratify contracts as listed.

**5.23 SOCCCD: Planning Services for the 2008 State Chancellor's Office Submittals**  
Approve agreement with CCS Group to provide planning services in the amount of \$127,600.

**6.0 GENERAL ACTION ITEMS**

**6.1 ATEP: Submittal of Short Range Plan to the City of Tustin**  
Accept for Review and Study.

**6.2 SOCCCD: Appointment of District's Political Action Representative to the Orange County School Boards Association**  
Nominate and approve member of Board of Trustees as the District's Political Action Representative to OCSBA.

**6.3 SOCCCD: CCCT Board of Directors Nomination – 2008**  
Nomination of Trustee to CCCT Board of Directors.

**6.4 SOCCCD: Recess to Public Hearing – CSEA Chapter 586**  
Conduct a public hearing to provide an opportunity for the public to comment on the District's proposal to CSEA Chapter 586.

**6.5 SOCCCD: District Initial Proposal to CSEA Chapter 586**  
Accept for Review and Study District Initial Proposal to CSEA Chapter 586.



#### **6.6 Academic Personnel Actions**

Approve Academic Employment; Temporary Part-time/Substitute Staff; Additional Compensation: General Fund; Additional Compensation: Categorical/Non-General Fund; Reduced Workload Program with STRS Retirement Revision; Hourly Rate Increase for Physicians.

#### **6.7 Classified Personnel Actions**

Approve New Personnel Appointments; Authorization to Eliminate Classified Position and/or Position Numbers; Authorization to Establish and Announce A Classified Position; Change of Status; Reclassification; Out of Class Assignments; Leave of Absence; Resignation/Retirement Conclusion of Employment; Volunteers.

#### **6.8 Saddleback College: Veteran's Memorial Project**

Approve the Veteran's Memorial project.

### **7.0 REPORTS**

#### **7.1 SOCCCD: Basic Aid Report**

Projected receipts and approved projects.

#### **7.2 SOCCCD: Facilities Plan Status Report**

Status of current construction projects.

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

This report displays the adopted budget, revised budget and transactions through November 30, 2007.

#### **7.4 SOCCCD: Quarterly Financial Status Report**

Report as of December 31, 2007.

### **8.0 WRITTEN REPORTS**

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

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



L. District Services Classified Senate  
M. Police Officers' Association

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

# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

JANUARY 22, 2008

## STEVEN TEH

SADDLEBACK COLLEGE FULL-TIME PROFESSOR OF THE YEAR, 2007-2008

*Whereas*, Steven Teh, a professor of biology in the Division of Math, Science and Engineering at Saddleback College, has been voted as the 2007-2008 Full-Time Professor of the Year by his students and colleagues; and

*Whereas*, Steven Teh has served Saddleback College with great distinction to teaching excellence since 1999; and

*Whereas*, Steven Teh has inspired many students who enter his class as uninterested biology students merely fulfilling a requirement to becoming students who ultimately pursue degrees in the field; and

*Whereas*, upon his arrival at Saddleback College, Steven Teh updated the biology laboratory course curriculum, created a new Introduction to Biology Laboratory Manual that is published by McGraw-Hill, redesigned the General Biology I and II curricula, and is currently developing a Human Biology/Exercise Physiology class; and

*Whereas*, Steven Teh converts students from being “answer seekers” to “problem solvers” by relating class topics to their everyday lives and using humor that sparks scientific curiosity; 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 Steven Teh for his outstanding dedication and well-deserved recognition by students and faculty as Saddleback College 2007-2008 Full-Time Professor of the Year.

Donald P. Wagner, President

John S. Williams, Vice President

Thomas A. Fuentes, Clerk

William O. Jay, Member

David B. Lang, Member

Marcia Milchiker, Member

Nancy M. Padberg, Member

Matthew T. Reynard, Student Member

Raghu P. Mathur, Ed.D., Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

JANUARY 22, 2008

**SUSAN ROBERTSON**

SADDLEBACK COLLEGE PART-TIME PROFESSOR OF THE YEAR  
2007-2008

*W*hereas, Susan Robertson, a professor of accounting in the Division of Business Science at Saddleback College, has been voted the 2007-2008 Part-Time Professor of the Year by her students and colleagues; and

*W*hereas, Susan Robertson has served Saddleback College with great distinction to teaching excellence since 2003; and

*W*hereas, Susan Robertson is known for a contagious positive attitude and desire to create a challenging class environment in which every student feels engaged and comfortable with the learning atmosphere; and

*W*hereas, Susan Robertson treats each student with respect, dignity and a sense of equality and fairness; and

*W*hereas, students praise Susan Robertson's passion of her subject and the emphasis she places on developing personal relationships with her students, and that she embodies how one should behave in the professional world; therefore

*B*e it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Susan Robertson for her outstanding dedication and well-deserved recognition by students and faculty as Saddleback College 2007-2008 Part-Time Professor of the Year.

Donald P. Wagner, President

John S. Williams, Vice President

Thomas A. Fuentes, Clerk

William O. Jay, Member

David B. Lang, Member

Marcia Milchiker, Member

Nancy M. Padberg, Member

Matthew T. Reynard, Student Member

Raghu P. Mathur, Ed.D., Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

JANUARY 22, 2008

## RICHARD ZUCKER

IRVINE VALLEY COLLEGE FULL-TIME PROFESSOR OF THE YEAR

2007-08

*W*hereas, , Richard Zucker, a professor of mathematics in the School of Mathematics, Sciences and Engineering at Irvine Valley College, has been voted as the 2007-2008 Full-Time Professor of the Year by students and colleagues; and

*W*hereas, Richard Zucker has served Irvine Valley College and the South Orange County Community College District with great distinction and excellence in teaching since 1979, showing a "passionate commitment" to academic excellence; and

*W*hereas, Richard Zucker, an amateur magician, is highly regarded by his colleagues and is recognized by students for an "ability to incorporate magic into mathematical concepts to help motivate his students;" and

*W*hereas, Richard Zucker is acknowledged for his contributions to the District and Irvine Valley College, and his service as president of the California Mathematics Council Community Colleges South; therefore

*B*e it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Richard Zucker for his outstanding dedication and well-deserved recognition by students and faculty as Irvine Valley College 2007-2008 Full-Time Professor of the Year.

Donald P. Wagner, President

John S. Williams, Vice President

Thomas A. Fuentes, Clerk

William O. Jay, Member

David B. Lang, Member

Marcia Milchiker, Member

Nancy M. Padberg, Member

Matthew T. Reynard, Student Member

Raghu P. Mathur, Ed.D., Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

JANUARY 22, 2008

## RICK SCHANK

IRVINE VALLEY COLLEGE PART-TIME PROFESSOR OF THE YEAR  
2007-2008

*W*hereas, Rick Schank, an instructor of graphics in the School of Fine Arts at Irvine Valley College, has been voted as the 2007-2008 Part-Time Professor of the Year by his students and colleagues; and

*W*hereas, Rick Schank has been teaching part-time for Irvine Valley College since 1994 is acknowledged by his students for "inspiring them to be creative;" and

*W*hereas, Rick Schank is recognized for his ability to offer students "real skills that will help them to become future designers;" and

*W*hereas, Rick Schank is acknowledged for his commitment to the educational goals of Irvine Valley College and those of his students; therefore

*B*e it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Rick Schank for his outstanding dedication and well-deserved recognition by students and faculty as Irvine Valley College 2007-2008 Part-Time Professor of the Year.

Donald P. Wagner, President

John S. Williams, Vice President

Thomas A. Fuentes, Clerk

William O. Jay, Member

David B. Lang, Member

Marcia Milchiker, Member

Nancy M. Padberg, Member

Matthew T. Reynard, Student Member

Raghu P. Mathur, Ed.D., Chancellor





# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

JANUARY 22, 2008

## DONNA HANNA CHASE

IRVINE VALLEY COLLEGE EMERITUS PROFESSOR OF THE YEAR  
2007-2008

*W*hereas, Donna Hanna Chase, an instructor of art in the Emeritus Institute at Irvine Valley College, has been voted as the 2007-2008 Emeritus Professor of the Year by her students and colleagues; and

*W*hereas, Donna Hanna Chase, has taught college level art classes for more than 20 years and six years as an art instructor with IVC's Emeritus program; and

*W*hereas, Donna Hanna Chase has served Irvine Valley College and the South Orange County Community College District with great distinction and excellence in teaching and is admired by her students for an ability "to develop a connection with them;" and

*W*hereas, Donna Hanna Chase, an instructor in water color, advocates a philosophy of art that suggests students can go beyond technique in their painting, whereby encouraging them to tap into their creative process, to connect to a deeper part of themselves; therefore

*B*e it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commend and congratulate Donna Hanna Chase for her outstanding dedication and well-deserved recognition by students and faculty as Irvine Valley College 2007-2008 Emeritus Professor of the Year.

Donald P. Wagner, President

John S. Williams, Vice President

Thomas A. Fuentes, Clerk

William O. Jay, Member

David B. Lang, Member

Marcia Milchiker, Member

Nancy M. Padberg, Member

Matthew T. Reynard, Student Member

Raghu P. Mathur, Ed.D., Chancellor





**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: Educational and Facilities Master Plan Progress Reports

**ACTION:** Discussion

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### **BACKGROUND**

The District is required to complete an educational and facilities master plan every five years in order to provide evidence of formal planning efforts and to document eligibility for new facilities. In April of 2005, the District contracted with gkkworks and the Maas Companies to provide planning consulting services for the District Educational and Facilities Master Plan. A Master Plan Advisory Council, with representation from shared governance groups throughout the district, was convened to work with gkkworks and the Maas Companies to develop a plan for growth of the colleges and options for growth at the Advanced Technology and Education Park to the year 2020. On March 27, 2006, the Board of Trustees approved the finalized SOCCCD Educational and Facilities Master Plan.

### **STATUS**

The District Five-Year Construction Plan is presented as Exhibit A. Saddleback College, Irvine Valley College, and the Advanced Technology and Education Park have prepared progress reports relative to the 2006 Educational and Facilities Master Plan. The reports are presented as Exhibit B, Saddleback College, Exhibit C, Irvine Valley College, and Exhibit D, Advanced Technology and Education Park.

Calif. Comm. Colleges

Five Year Construction Plan  
**District Projects Priority Order**  
 South Orange County CCD

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No.	Project	Occupancy	Source	Schedule of Funds					
				2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
	ASF	Total Cost							
1	PERFORMING ARTS CENTER/ THEATE	Irvine Valley College							
	30,834	2006/2007							
		\$14,472,000	State						
		\$19,141,000	NonState						
2	MAINTENANCE AND POLICE FACILITY	Irvine Valley College							
	6,290	2007/2008							
		\$4,574,000	NonState						
3	LAUNCH OF ATEP PROGRAM	Irvine Valley College							
	10,950	2007/2008							
		\$7,653,000	NonState						
4	BUSINESS & TECHNOLOGY INNOVATI	Irvine Valley College							
	27,644	2007/2008							
		\$12,475,000	State						
		\$2,873,000	NonState						
5	THEATER SECONDARY EFFECTS: REM	Irvine Valley College							
	14	2008/2009							
		\$2,484,000	NonState						
				(W)(C)(E)					
				\$2,422,000					
6	McKINNEY THEATER RESTROOMS	Saddleback College							
		2008/2009							
		\$2,542,000	NonState						
				(C)					
				\$2,351,000					
7	REMODEL SWING SPACE FOR LIBRAR	Saddleback College							
		2008/2009							
		\$4,126,000	NonState						
				(C)(P)(W)					
				\$4,126,000					
8	B-200 SCIENCE LAB ANNEX AND B-23	Irvine Valley College							
	4,538	2008/2009							
		\$5,477,000	NonState						
				(C)	(E)				
				\$4,779,000	\$334,000				
9	ATEP- DEMOLITION OF SELECTED BU	Irvine Valley College							
		2008/2009							
		\$7,000,000	NonState						
				(C)(P)(W)					
				\$7,000,000					
10	UPPER QUAD MASTER PLAN IMPLEME	Saddleback College							
		2008/2009							
		\$1,000,000	NonState						
				(C)(P)(W)					
				\$1,000,000					
11	Learning Resource Center Renovation	Saddleback College							
	-3,805	2008/2009							
		\$16,139,000	State						
		\$1,793,000	NonState						
				(C)(E)					
				\$14,983,000					
				\$1,664,000					
12	REPAIR PLAZA BETWEEN M/S/E AND	Saddleback College							
		2008/2009							
		\$2,279,000	NonState						
				(P)(W)	(C)				
				\$208,000	\$2,071,000				
13	REMODEL PE-100	Saddleback College							
		2008/2009							
		\$578,000	NonState						
				(C)(P)(W)	(E)				
				\$559,000	\$19,000				



Calif. Comm. Colleges

Five Year Construction Plan  
**District Projects Priority Order**  
 South Orange County CCD

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No.	Project	Occupancy	Source	Schedule of Funds						
		ASF		Total Cost	2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013
14	NEW LOOP ROAD AND COLLEGE DRIV			Saddleback College						
		2009/2010		(P)	(W)	(C)				
		\$2,065,000	NonState	\$49,000	\$81,000	\$1,935,000				
15	ADD/ REMODEL CAMPUS ENTRANCES			Irvine Valley College						
		2008/2009		(P)(W)	(C)					
		\$1,182,000	NonState	\$97,000	\$1,085,000					
16	RELOCATE B-400 & OTHER PORTABLE			Irvine Valley College						
-1,347		2009/2010		(C)						
		\$500,000	NonState	\$500,000						
17	LIFE SCIENCES BUILDING			Irvine Valley College						
15,427		2010/2011		(P)(W)	(C)	(E)				
		\$17,160,000	State	\$1,314,000	\$15,191,000	\$655,000				
		\$1,907,000	NonState	\$100,000	\$1,707,000	\$100,000				
18	SCIENCES BUILDING			Saddleback College						
16,114		2012/2013		(P)(W)	(C)	(E)				
		\$27,801,000	State	\$2,152,000	\$24,801,000	\$848,000				
		\$11,918,000	NonState	\$924,000	\$10,630,000	\$364,000				
19	BARRANCA ENTRANCE			Irvine Valley College						
		2008/2009		(P)(W)	(C)					
		\$832,000	NonState	\$94,000	\$738,000					
20	REMODEL A-400 FOR CLASSROOM			Irvine Valley College						
		2011/2012		(P)	(W)	(C)(E)				
		\$2,665,000	NonState	\$78,000	\$117,000	\$2,470,000				
21	ATEP- UTILITIES FOR HANGAR & CHA			Irvine Valley College						
		2008/2009		(C)(P)(W)						
		\$1,000,000	NonState	\$1,000,000						
22	REMODEL SWING SPACE FOR TAS PR			Saddleback College						
		2009/2010		(C)(P)(W)						
		\$4,126,000	NonState	\$4,126,000						
23	REPAIR TAS BUILDING			Saddleback College						
		2010/2011								
		\$5,456,000	NonState							
24	REPAIR & REMODEL M/S/E BUILDING			Saddleback College						
51,000		2013/2014		(P)	(W)	(C)(E)				
		\$18,050,000	State	\$434,000	\$640,000	\$16,976,000				
		\$4,450,000	NonState	\$100,000	\$160,000	\$4,190,000				
25	TENNIS COURTS RELOCATION AND E			Saddleback College						
		2012/2013		(P)(W)	(C)					
		\$2,900,000	NonState	\$300,000	\$2,600,000					
26	A-200 MODERNIZATION/ REMODEL			Irvine Valley College						
		2010/2011		(P)(W)	(C)					
		\$3,120,000	NonState	\$238,000	\$2,882,000					

Calif. Comm. Colleges

Five Year Construction Plan

6/27/2007

**District Projects Priority Order**

South Orange County CCD

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No.	Project	Occupancy	Source	Schedule of Funds						
				2007/2008	2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014
27	FINE ARTS BUILDING & SECONDARY 50,000	2012/2013 \$28,305,000 \$3,146,000	State NonState	Irvine Valley College			(P)(W) \$1,885,000 \$210,000	(C) \$23,403,000 \$2,600,000	(E) \$3,017,000 \$336,000	
28	LIBRARY ANNEX & A-100 REMODEL 11,146	2013/2014 \$9,333,000 \$1,040,000	State NonState	Irvine Valley College				(P)(W) \$623,000 \$70,000	(C) \$7,540,000 \$840,000	(E) \$1,170,000 \$130,000
29	REMODEL A-300 FOR CLASSROOMS 2013/2014 \$3,196,000	NonState		Irvine Valley College				(P)(W) \$223,000	(C) \$2,824,000	(E) \$149,000
30	NEW TRANSPORTATION BUILDING A 3,776	2011/2012 \$4,937,000	NonState	Saddleback College		(P)(W) \$375,000	(C)(E) \$4,562,000			
31	FINE ARTS ADDITION AND AMPHITHE 13,500	2014/2015 \$11,831,000 \$4,300,000	State NonState	Saddleback College				(P)(W) \$935,000 \$127,000	(C) \$9,864,000 \$4,063,000	(E) \$1,032,000 \$110,000
32	A&R/ COUNSELING/ MATRICULATION/ 42,155	2015/2016 \$23,148,000 \$4,330,000	State NonState	Saddleback College				(P)(W) \$1,573,000 \$300,000	(C) \$20,628,000 \$3,930,000	
33	STUDENT SERVICES ANNEX 6,500	2015/2016 \$5,275,000	NonState	Irvine Valley College				(P)(W) \$347,000	(C) \$4,660,000	



**Saddleback College Educational and Facilities Master Plan Update – 2008**

The Saddleback College Educational Master Plan was developed by the Maas Company consultants during the 2005 – 2006 academic year and a final version was presented to the Board of Trustees in 2006. The purpose of this Update is to show what progress has been made since the 2006 Master Plan delivery date.

With the closure of the BGS Building for renovation in 2005 and the opening of the swing-space Village, the total number of available square feet for instruction declined. However, as noted on page 13 of the 2006 Educational Master Plan, Saddleback College showed a utilization in both lecture and laboratory semester weekly student contact hours (WSCH) of 79.78% compared to the available lecture and laboratory assignable square feet (ASF). During the Fall 2007 semester, the total WSCH increased to 89.59% using the same parameters even though the total number of square feet declined by as much as 30,000. By equation, if the number of ASF declines the WSCH should decline. This did not occur with the move to the Village.

This increase in WSCH per ASF of almost 10% with declining ASF would indicate a more efficient level of scheduling classes by the College and a more efficient use of space. Even though the prediction by some of the College community that we would see a reduction of student head count and a reduction of WSCH due to the move to the Village, this has not materialized. The student head count continues to be stable and the WSCH is increasing.

One of the means available to compare our student population in a variety of parameters listed in the 2006 Educational Master Plan is to examine the Saddleback College Institutional Effectiveness Annual Report 2006-2007. Many of the same student parameters are examined in both reports. For example the number of AS Degrees and Certificates awarded to SC students has risen from 1,073 in 2005 to 1,358 in 2007. The transfer numbers to both UC and CSU has also increased from a total of 1,033 in 2003 to 1,059 in 2006. Our transfer rates have continually been higher than the State cohort expected rates which helped place Saddleback College as the 12<sup>th</sup> highest transfer rate out of the 109 California Community Colleges. The percentage of local high school graduates coming to Saddleback College has increased recently in both of our large feeder Unified Districts, CUSD and SVUSD.

The Saddleback College Facilities Master Plan was developed by gkk, inc. consultants during the 2005-2006 academic year and a final version was presented to the Board of Trustees in 2006. The purpose of this Update is to show what progress has been made since the 2006 Master Plan delivery date.

Following the prelude by gkk, inc. in the SC Facilities Master Plan, page 8 of the Plan lists a number of structures on campus that require re-roofing due to the age of the existing roofs and to the original roofing construction materials which contributed to water intrusion problems. Since the 2006 Master Plan was submitted, the following roofs have been replaced in accordance with the Master Plan: AGB; PE Shower-Locker (PE100); Gymnasium (PE 200); PE Activity Building (PE 300); PE Offices (PE 400); Fine Arts Complex; PE Golf (PE 500).



There are twelve Project Priorities listed for the period 2006-2010 on page 9 and page 10 of the Master Plan. Five of these Project Priorities are either completed or underway or currently planned in a time line schedule for completion:

1. The demolition of Lower Campus buildings; D,H,M and N and the swing space lower campus Village (already completed for BGS and scheduled completion for Library/LRC in Summer 2009);
2. BGS Renovation (scheduled for a Summer 2008 completion);
3. Library/LRC Renovation (to begin Summer 2009);
4. Remove SA Building and Renovate Quad (begin Spring 2008);
5. Fine Arts Restroom Structure (planned to begin Spring 2008).

The remaining seven Project Priorities for 2006-2010 are in discussion phase with specific plans and time lines to be determined. Included in the seven Project Priorities is the new Sciences Building which has been planned with participation including the Dean, faculty and classified staff from the Division of Mathematics, Science & Engineering.

The initial project proposal (IPP) for the Sciences Building was accepted by the State Chancellor's Office and the final project proposal (FPP) submitted in June 2007 was recently approved by the State Chancellor's Office.



## Irvine Valley College Educational Master Plan Update – 2008

The Irvine Valley College Educational Master Plan was developed by the Maas Company consultants in collaboration with IVC faculty, staff, and administration during the 2005 – 2006 academic year. A final version was presented to the Board of Trustees in 2006 and was published as the *Irvine Valley College Educational Resource Plan 2006*. The purpose of this update is to show what progress has been made relative to several 2006 Master Plan stated objectives and priorities.

### FTES Comparisons

The 2006 report started with Fall 2004 FTES (full-time equivalent student) benchmarks and made projections for Fall 2010 FTES based on several planning assumptions. In the table below, Fall 2007 FTES figures show the progress being made in reaching the 2010 FTES projections. FTES increased from 3,252 from 3,159, a 2.9% increase. It is expected that FTES will increase more rapidly once the Performing Arts Center and Business, Sciences, and Technology buildings are fully scheduled in 2008-2009 and thus able to generate FTES through course offerings.

<b>Program</b>	<b>Fall 2004 (FTES)</b>	<b>Fall 2007 (FTES)</b>	<b>Fall 2010 (FTES)</b>
Advanced Technology/Tutoring*	4.00	0.00	19.90
Business Sciences	359.49	282.00	381.90
Computer Center**	0.00	0.00	16.10
Fine Arts	338.20	382.00	423.80
Guidance & Counseling	45.70	50.00	54.50
Health, Physical Education & Athletics	197.30	244.00	231.10
Humanities & Languages	688.20	746.00	803.80
Library Services	3.10	4.00	3.60
Life Sciences & Technologies	263.40	258.00	326.00
Mathematics, Comp. Sci. & Engineering	632.80	598.00	950.60
Physical Sciences & Technologies	233.00	244.00	268.30
Social & Behavioral Sciences	393.80	444.00	450.10
<b>GRAND TOTALS</b>	<b>3158.99</b>	<b>3252.00</b>	<b>3929.70</b>

\*Tutoring FTES is reported as “positive attendance” and is not available until later in January.

\*\*Computer Center contact hours will commence in Fall 2008 as a result of curriculum changes.



### **WSCH per ASF**

Irvine Valley College has approximately the same assignable square footage (ASF) in Fall 2007 as it had in Fall 2004. As FTES has increased, classroom utilization and efficiency has on average increased. Stated another way, WSCH per ASF also shows an increase in the past year. The WSCH/ASF ratio is an important measure reflecting overall efficiency of a college's use of instructional facilities. This ratio fluctuates over time but should trend upward reflecting effective scheduling practices and growth of enrollments.

### **Institutional Effectiveness Report Benchmarks**

Institutional effectiveness refers to the college's performance in several key areas (relative to comparison peer groups), including transfer to upper division colleges and universities, courses success and completion, persistence by students to complete their educational plan, the number of computers available on campus, among many others. Looking at benchmarks relevant to the Education Master Plan, IVC has the highest transfer rate in Orange County and the 3<sup>rd</sup> highest in the state, completion of college level English increased from 66% to 70%, matriculation and persistence rates increased from 58% to 61.5%, and the number of full-time equivalent students per computer is now at 7, down from 9 in 2002-2003. IVC recognizes that it needs to discuss ways to improve in other areas that currently are below peer group benchmarks, such as improvement rate for credit basic skills courses.



## **Irvine Valley College Facilities Master Plan Update – 2008**

The Irvine Valley College Master Facilities Plan was completed in 2006. Subsequent to that document being approved, the College Administrative Council met with Raul Villalba to help create a timeline for the proposed Order of Priorities and Construction Projects List (see Table 1 & 2). On March 28, 2007, the President's Council reviewed the recommendations from all governance groups. The order of priority for projects included below was established and deleted were projects on the master plan that were completed at the time, such as the movement of the Campus Greenhouse. Additional projects were added that were included in the 2006 Facilities Master Plan. The information below is offered to provide an update of the Facilities Master Plan and the subsequent district projects approved as a result of its adoption.

### **1. PERFORMING ARTS CENTRE/THEATER**

The project has been completed and the facility is now in use.

### **2. MAINTENANCE AND POLICE FACILITY**

The police facility was completed and placed into use in December 2007. Completion of this project is permitting staff moves needed to allow the full utilization of the maintenance facility previously completed.

### **3. BUSINESS AND TECHNOLOGY INNOVATION CENTER**

Construction of this project is currently underway and is expected to be completed in June 2008. Once completed, the Business Science faculty and dean will be moved from B-200 to the new Center, and the computer labs moved from the B-300 building to the Center. This will permit rehabilitation of the existing facilities for alternate use.

### **4. THEATER SECONDARY EFFECTS, A-300 SLAB REPAIR, AND PLANTER WALL & A-500 DEMO**

The A-300 Secondary Effects project is moving through the approval process and plans have been completed for the building renovation. When completed, the projected A-500 removal will be held off for a brief period to permit the slab repair needed for the Student Services Center.

### **5. B-200 SCIENCE LAB ANNEX, B-239 LAB CONVERSION AND SLAB REPAIR**

This project has been forwarded to DSA for approval and returned with the requirement to install additional handicapped accessible restrooms. At a meeting on January 7, 2008 between district and college administration, the architect's proposal to resolve the issue was reviewed and tentatively approved for redesign. The project is on track to be started in May 2008 and completed in an estimated 32 weeks.

### **6. ADD/REMODEL CAMPUS ENTRANCES**



In December 2007 the joint governance councils of the campus were presented the proposal for the new entry plan by the Chief of Police and the Campus Parking Coordinator. With the consensus of all parties, the plan will be entered into the design and planning process for construction to take place in the 2008/2009 fiscal year.

#### 7. RELOCATE B-400 AND OTHER PORTABLE CLASSROOMS

Although separate projects, relocation of the portable buildings is a precursor to construction of the Life Sciences Building and timing of this will be tied closely to that project's time line. Right now the projection is to complete this in the 2008/2009 fiscal year.

#### 8. LIFE SCIENCES BUILDING

The Life Sciences Building will start the planning and design phase in the 2008/2009 fiscal year.

#### 9. BARRANCA ENTRANCE

Even though this project has not yet begun, and is now expected to be completed in the 2008/2009 fiscal year, exploratory conversations have taken place with Pacific Gas and Electric and a location for the entrance has been established.

#### 11. REMODEL A-400 FOR CLASSROOMS

The remodel of A-400 is a secondary effect to construction of the Life Sciences Building and will start the planning process in the 2009/1010 fiscal year.

#### 12. A-200 MODERIZATION/REMODEL

Modernization and remodeling of this building will begin the planning process in fiscal year 2008/2009.

#### 13. FINE ARTS BUILDING AND SECONDARY EFFECTS

The Fine Arts Building is slated to begin the planning phase in 2009/2010.

#### 14. LIBRARY ANNEX AND A-100 REMODEL

These combined projects are set to begin the planning process in the 2011/20012 fiscal year.

#### 15. REMODEL A-300 FOR CLASSROOMS

This project is a secondary effect of the construction of the Fine Arts building and will begin the planning phase in the 2011/2012 fiscal year.

#### 16. STUDENT SERVICES ANNEX

This project is set to begin the planning phase in the 2012/2013 fiscal year.





## **HISTORY**

- Marine Corps Air Station-Tustin was decommissioned in 1999
- 68.37 acres was allocated to the South Orange Community College District in 2004 to establish an Advanced Technology Education Campus.

## **PHASE I – LAUNCH OF INITIAL CAMPUS: August 20, 2007**

- One acre development
- 5 buildings, 15,000 square feet
- 5 classrooms
- 3 labs: Apple/Microsoft multimedia computer lab, Optics & Photonics lab, Design Model Making & Prototyping lab
- Initial fall semester yielded an enrollment of more than 400 students
- Design: high tech/green construction
- Serving as a satellite campus for sister schools, Saddleback College and Irvine Valley College.

## **Curriculum**

- Flagship technology programs:
  - Center for Applied Competitive Technologies (CACT) is a state funded economic workforce development program, one of 14 in the state, each focusing on a unique technology. ATEP's CACT focuses on Optics & Photonics courses to train workers for the large concentration of optics companies in Irvine.
  - Design Model Making & Prototyping Program – this program was moved from Irvine Valley College to ATEP and focuses on 3-D design, modeling and prototyping that is relevant to training workers for the automotive design industry (there are 24 design centers in southern California) as well as product design, aeronautical design, and related industries.
- General education courses will be offered by ATEP's sister schools, Saddleback College and Irvine Valley College, with primary focuses in math, science and technology, as well as transferable courses in other areas such as high demand languages.
- Curriculum will expand exponentially as the master plan is developed to reflect:
  - Needs of community
  - Workforce development needs / market driven education
  - Advanced and emerging technologies
  - Math, science and technology related fields

## **PHASE II – MASTER DEVELOPMENT OF 68 ACRES: Next 3-5 years**

South Orange County Community College District is currently in negotiations with several potential partners who are interested in helping develop a 68-acre innovative advanced technology campus. These partners include:

- Camelot Entertainment Group
- California State University – Fullerton
- Chapman University
- Young Americans



**South Orange County Community College District  
Advanced Technology & Education Park**

**Short-Term Plan**

**January 14, 2008**

The South Orange County Community College (SOCCCD) proposes the following Short-Range Plan in accordance with Article 4.3.1 of the Conveyance Document for the development of the Advanced Technology & Education Park (ATEP) at the former MCAS Tustin. The provisions of this plan are subject to revision and refinement as development proceeds or SOCCCD's needs and plans evolve.

1. SOCCCD will demolish all existing buildings on the site (deeded and LIFOC parcels) to the slab-on-grade, except Buildings 524, 26, 166, 165 and 168, per the Short -Range Plan Site Plan A-1.00. All the necessary governing agency reviews and approvals as well as hazardous material testing and abatement will be completed prior to demolition. Utility capping and/or demolition will be coordinated with the appropriate utility companies.
2. SOCCCD will remove the sign at the corner of Landsdowne Road and Valencia Ave. and will install a new sign at the corner of Valencia Ave. and Red Hill Ave. All the necessary governing agency reviews and approvals will be completed prior to demolition and installation.
3. SOCCCD hereby incorporates the Temporary ATEP Campus completed at the corner of Red Hill Ave. and Valencia Ave. as part of the Short- Range Plan.
4. SOCCCD will implement the ATEP Security Plan described on Page 3.
5. SOCCCD will retain a landscape maintenance company to maintain and service all landscaped areas on the property on a quarterly basis.
6. SOCCCD will prepare cost estimates and schedules for the completion of the items listed above.
7. SOCCCD will dedicate the necessary financial resources for the completion of the items listed above.



## **ATEP SECURITY PLAN**

**January 14, 2008**

### **ATEP Campus Security Officer:**

- Patrols entire property each afternoon
- Checks locks and fences along Valencia each evening
- Keeps a log of activities
- Observes and reports suspicious activity visible from ATEP campus
- Monitors adjacent county parcel for suspicious activity
- Closes windows, repairs fences, wires doors shut
- Monitors traffic and parking on Lansdowne Road

### **ATEP Building Maintenance Worker**

- Monitors buildings near Valencia
- Closes windows
- Repairs fence

### **Construction Protective Services (CPS) – Phase 1 Campus and 68-Acre Parcel**

- Patrols ATEP Phase 1 campus 8:00 p.m. to 8:00 a.m. and 24 hours on weekends and holidays
- Provides vehicle patrol of entire 68-acres 9:00 p.m. to 6:00 a.m. and 24 hours on weekends and holidays
- Keeps a log of activities on Phase 1 property and on total 68-acre parcel
- Keeps an electronic log by checking in at four locations hourly on 68-acre parcel
- Observes and reports suspicious activity visible from ATEP campus
- Monitors adjacent county/city parcel for suspicious activity
- Observes and reports any suspicious activity on any parcel of property
- Monitors motion sensors around the campus perimeter
- Monitors traffic and parking on Lansdowne Road
- Provides a visible security patrol – truck with light bar and powerful searchlight

### **Campus Coordinator**

- Coordinates security provided by ATEP staff and CPS
- Inspects entire site weekly

### **ATEP Staff (all employees)**

- Observe and reports suspicious activity

### **Other Security Actions**

- MOU with Tustin Police Department
- Liaison with the police departments at Saddleback and Irvine Valley Colleges
- Parking lot and campus illuminated all night
- SOCCCD is involved in extensive planning for a comprehensive upgrade of security (and cameras) at all of its facilities



**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Minutes of the Board of Trustees Meeting  
**ACTION:** Approval

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Minutes from :  
November 29, 2007 Special Meeting of the Board of Trustees (Exhibit A)  
December 12, 2007 Meeting of the Board of Trustees (Exhibit B)  
Are submitted to the Board for review and approval.

*Item Submitted by: Dr. Raghu P. Mathur, Chancellor*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
AUDITORIUM, ROOM 145, HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK COLLEGE

**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF TRUSTEES  
November 29, 2007**

**CALL TO ORDER**

The open session of the special meeting of the Board of Trustees was called to order by President Lang at 2:30 p.m.

**PRESENT**

**Members of the Board of Trustees:**

David B. Lang, President  
Thomas A. Fuentes, Clerk  
William O. Jay, Member  
Marcia Milchiker, Member  
Nancy M. Padberg, Member  
Matthew Reynard, Student Trustee

**ABSENT**

Donald P. Wagner, Vice President  
John S. Williams, Member

**Administrators**

Raghu P. Mathur, Ed.D., Chancellor

**ACCJC Accreditation Visiting Team**

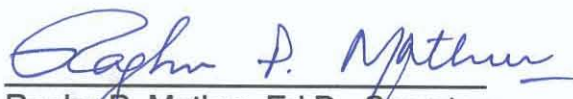
Raul Rodriguez  
Fred Trapp

There were no Public Comments.

Members of the Board of Trustees met with members of the ACCJC accreditation team and discussed the Saddleback College's accreditation progress report.

**ADJOURNMENT**

The meeting was adjourned at 3:28 p.m.

  
Raghu P. Mathur, Ed.D., Secretary



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
AUDITORIUM, ROOM 145, HEALTH SCIENCES/DISTRICT OFFICES BLDG., SADDLEBACK  
COLLEGE

**MINUTES OF THE BOARD OF TRUSTEES' MEETING**  
**December 10, 2007**

**CALL TO ORDER: 3:00 P.M.**

**PRESENT**

Members of the Board of Trustees:  
David B. Lang, President  
Donald P. Wagner, Vice President  
Thomas A. Fuentes, Clerk  
William O. Jay, Member  
Marcia Milchiker, Member  
Nancy M. Padberg, Member  
John S. Williams, Member  
Matthew Reynard, Student Member

**Administrative Officers:**

Raghu P. Mathur, Chancellor  
Gary Poertner, Deputy Chancellor  
Andreea Serban, Vice Chancellor, Technology and Learning Services  
Robert King, Vice Chancellor, Human Resources  
Richard D. McCullough, President, Saddleback College  
Glenn Roquemore, President, Irvine Valley College  
Robert J. Kopecky, Provost, ATEP

**1.0 PROCEDURAL MATTERS**

**1.1 Call To Order**

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

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

**A. Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC 54957)**

**1. Public Employee Appointment/Employment**

**a. Deputy Chancellor**

**b. Vice Chancellor, Technology and Learning Services**

**c. Vice Chancellor, Human Resources**

d. President, Irvine Valley College

e. Vice President, Student Services, Saddleback College

f. Dean, Counseling Services & Special Programs, Saddleback College

g. Dean, Fine Arts, Saddleback College

h. Dean, Social & Behavioral Sciences, Saddleback College

i. Dean, Liberal Arts, and Learning Resources, Saddleback College

j. Dean, Bus. Sci., Workforce & Economic Dev., Saddleback College

k. Dean, Advanced Tech. & Applied Sciences, Saddleback College

l. Dean, Health & Human Svcs. & Emeritus Inst., Saddleback College

m. Dean, Math, Science & Engineering, Saddleback College

n. Dean, Career Tech. Educ. & Workforce Dev., Irvine Valley College

o. Dean of Business & Social Sciences, Irvine Valley College

p. Director, CACT

q. Assistant Dean, Health Sciences, Human Services & Emeritus Institute, Saddleback College

**2. Public Employee Evaluation of Performance**

a. Deputy Chancellor

b. Vice Chancellor, Technology and Learning Services

c. Vice Chancellor, Human Resources

d. President, Irvine Valley College

e. Vice President, Student Services, Saddleback College

f. Dean, Counseling Services & Special Programs, Saddleback College

g. Dean, Fine Arts, Saddleback College



h. Dean, Social & Behavioral Sciences, Saddleback College

i. Dean, Liberal Arts, and Learning Resources, Saddleback College

j. Dean, Bus. Sci., Workforce & Economic Dev., Saddleback College

k. Dean, Advanced Tech. & Applied Sciences, Saddleback College

l. Dean, Health & Human Svcs. & Emeritus Inst., Saddleback College

m. Dean, Math, Science & Engineering, Saddleback College

n. Dean, Career Tech. Educ. & Workforce Dev., Irvine Valley College

o. Dean of Business & Social Sciences, Irvine Valley College

p. Director, CACT

q. Assistant Dean, Health Sciences, Human Services & Emeritus Institute, Saddleback College

3. Public Employee Discipline/Dismissal/Release (2)

B. Conference with Labor Negotiators (GC 54957.6)

1. Negotiator - Dr. Raghu Mathur; SOCCCD Faculty Association

2. Negotiator - Dr. Raghu Mathur; California School Employees Association (CSEA), Chapter 586

3. Negotiator - Dr. Raghu Mathur; SOCCCD Police Officers Association

C. Conference with Real Property Negotiators (GC 54956.8)

1. Property - Lease of Portion of Advanced Technology and Education Park (ATEP) Property at 15445 Lansdowne Road, Tustin, CA Agency Designated Representative - Dr. Raghu Mathur; Negotiating Parties (1) Camelot Entertainment; (2) CSU-Fullerton; (3) Young Americans; and (4) Chapman University/University College. Under Negotiation - Price and Terms of Payment

D. Conference with Legal Counsel (GC 54956.9)

1. Existing Litigation (GC 54956.9[a])

a. Crosby v. SOCCCD

**b. Dobbs v. SOCCCD**

**2. Anticipated Litigation/Significant Exposure to Litigation (GC54956.9[b][1] and [3] [A]) (2)**

**3. Initiation of Litigation (GC 54956.9[c]) (2)**

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

**2.0 PROCEDURAL MATTERS**

**2.1 Actions Taken in Closed Session**

**2.2 Invocation Led by Trustee Marcia Milchiker**

**2.3 Pledge of Allegiance Led by Trustee John Williams**

**2.4 Resolutions/Presentations/Introductions**

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

**RECESS TO ORGANIZATION MEETING AND FACILITIES CORPORATION MEETING**

On motion made by Trustee Williams and seconded by Trustee Fuentes, Trustee Donald P. Wagner was unanimously elected President of the Board of Trustees.

On motion made by Trustee Fuentes and seconded by Trustee Wagner, Trustee John S. Williams was elected Vice President of the Board on a 6-1 vote with Trustee Padberg opposing.

On motion made by Trustee Lang and seconded by Trustee Wagner, Trustee Fuentes was unanimously elected Clerk of the Board

On motion made by Trustee Williams and seconded by Trustee Wagner Dr. Raghu P. Mathur was unanimously reappointed to the office of Secretary, and Deputy Chancellor Gary Poertner was unanimously reappointed to the office of Assistant Secretary.

On motion made by Trustee Fuentes and seconded by Trustee Wagner Trustee Milchiker was appointed Trustee Representative to the Nominating Committee to the Committee on School District Organization and Trustee Padberg as the Alternate Representative on a 7-0 vote.

On motion made by Trustee Wagner and seconded by Trustee Fuentes, Trustee Milchiker was appointed as the District's Political Action Representative to the Orange County School Boards Association on a 7-0 vote.

On a motion made by Trustee Wagner and seconded by Trustee Fuentes, Trustee Jay was appointed Liaison to Orange County Community College Trustees Association on a 7-0 vote.



On a motion made by Trustee Lang and seconded by Trustee Williams, Trustee Fuentes was appointed representative to the Orange County Legislative Task Force and Trustee Wagner was appointed alternate representative on a 7-0 vote.

On a motion made by Trustee Lang and seconded by Trustee Milchiker, Trustee Padberg was appointed representative to the Orange County Transportation Authority: Stakeholders Working Group for South Orange County Major Investment Study on a 7-0 vote.

On a motion made by Trustee Milchiker and seconded by Trustee Williams, the dates for the regular meetings of the Board of Trustees for 2008 were approved on a 7-0 vote.

On a motion made by Trustee Jay and seconded by Trustee Wagner, the 2008 Board Agenda Planning Calendar was approved on a 7-0 vote.

On a motion made by Trustee Williams and seconded by Trustee Fuentes the Board meeting agenda format was approved on a 7-0 vote.

The Board unanimously approved the Schedule of Board Meeting Discussion Topics for 2008 with an amendment to add a presentation by Orange County Transit Authority at a date to be determined.

The Organizational meeting was adjourned at 7:06 p.m.

The Facilities Corporation Special Meeting of the Board of Directors was called to order at 7:06 p.m.

On a motion made by Trustee Williams and seconded Trustee Fuentes it was unanimously approved that the same persons holding comparable positions on the SOCCCD Board of Trustees were elected as directors and officers of the Facilities Corporation, and that Trustee Lang be elected to the position of Treasurer. The Facilities Corporation Meeting was recessed to the Meeting of the Board of Trustees at 7:07 p.m.

Trustee Fuentes was absent for the remainder of the meeting.

At this point in the meeting, Trustee Donald P. Wagner assumed his position as President of the Board, and Trustee John S. Williams, assumed his position as Vice President of the Board.

### **3.0 REPORTS**

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

#### **3.2 Board Reports**

Trustees Jay, Padberg, Williams, Wagner, Milchiker, and Student Trustee Reynard gave reports.

#### **3.3 Chancellor's Report**

Chancellor Mathur gave a report.

#### **3.4 Board Requests for Reports**

### **4.0 CONSENT CALENDAR ITEMS All matters on the consent calendar are routine items**

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

On a motion made by Trustee Lang and seconded by Trustee Jay, a request made by Trustee Padberg to pull items 4.3, 4.18, 4.20, 4.21, 4.22 and 4.23 was carried on a 6-0 vote.

On a motion made by Trustee Lang and seconded by Trustee Jay the remaining items on the Consent Calendar were approved on a 6-0 vote.

**4.1 SOCCCD: Board of Trustees Meeting Minutes Approve minutes of a regular meeting on Novmber 13, 2007 and special meetings held on November 7, and November 27, 2007.**

**4.2 Saddleback College: Notice of Completion: Construct KSBR Radio Tower Authorize filing of the Notice of Completion.**

**4.3 Saddleback College: Award of Bid: Interior Improvements and Casework at the BGS Building Approve award of bid and agreement with Macerich Construction, Inc., in the amount of \$345,000.**

On a motion made by Trustee Padberg and seconded by Trustee Wagner this item passed on a 6-0 vote.

**4.4 Saddleback College : Out-of-State Field Studies Course Approve the Biology 176 out-of-state travel to Saguaro National Park, Arizona from March 14 through 19, 2008.**

**4.5 Saddleback College: Study Abroad Program to Paris, France Approve the Saddleback College study abroad program: French Language Studies in Paris, France in the Summer of 2008.**

**4.6 Saddleback College: Study Abroad Program to Santander, Spain Approve the Saddleback College study abroad program: Spanish Language Studies in Santander, Spain in the Summer of 2008.**

**4.7 Irvine Valley College: Change Order Request No. 8: Police and Warehouse Facility Approve change order request with Dumarc Corporation increasing the contract amount by \$11,665.97. The total revised contract amount is \$2,000,814.78.**

**4.8 Irvine Valley College: Notice of Completion: Police and Warehouse Facility Approve notice of completion.**

**4.9 Irvine Valley College: Curriculum Revisions for 2008-09 Academic Year Approve proposed changes in curriculum for 2008-09 Academic Year at Irvine Valley College.**

**4.10 Irvine Valley College: Geography 102, Out-of-State Travel Approve out-of-state travel field study program in Geography in Hawaii Volcanoes National Park, Hawaii from July 6 to July 13, 2008.**

**4.11 Irvine Valley College: Spring 2008 Men and Women's Tennis Teams Out-of-State Travel Approve the IVC Men and Women's tennis teams to compete in the Oahu Tennis**



Championship from April 2 to April 7, 2008 in Honolulu, Hawaii.

4.12 Irvine Valley College: Spring 2008 Music Out-of-State Travel Approve two IVC Music students and one faculty member to travel to Las Vegas, Nevada from January 31 to February 3, 2008.

4.13 Saddleback College and Irvine Valley College: Speakers Approve honorarium and travel expenses for speakers at Saddleback College and Irvine Valley College.

4.14 SOCCCD: Budget Amendment: Adopt Resolution No. 07-36 to Amend 2007-08 Restricted Child Development Fund Adopt resolution.

4.15 SOCCCD: Purchase Orders/Confirming Requisitions Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P08-02156 through P08-02470 amounting to \$1,696,422.61. Approve confirming requisitions dated October 24, 2007 through November 15, 2007 totaling \$53,084.85.

4.16 SOCCCD: Payment of Bills Approve Check Nos. 065448 through 066118, processed through the Orange County Department of Education, totaling \$6,160,199.38; Check Nos. 009070 through 009100, processed through Saddleback College Community Education, totaling \$32,855.63; and Check Nos. 008362 through 008376, processed through Irvine Valley College Community Education, totaling \$7,295.50.

4.17 SOCCCD: Transfer of Budget Appropriations Approve transfers as detailed.

4.18 SOCCCD: Trustees' Requests for Attending Conferences Approve trustee conference travel.

Trustee Padberg requested to divide the question.

On a motion made by Trustee Williams and seconded by Trustee Milchiker the Board approved trustee conference travel to the Chronicle Technology Forum, Tampa, Florida on a 5-1 vote with Trustee opposing.

On a motion made by Trustee Williams and seconded by Trustee Lang, the Board approved trustee conference travel to Educuse Western Regional Conference 2008, San Francisco on a 6-0 vote.

4.19 SOCCCD: Reimbursement to Trustees for Mileage to and from Required Board Meetings Approve trustee mileage.

4.20 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting Approve resolution 07-37.

On a motion made by Trustee Lang and seconded by Trustee Williams this item was approved on a 6-0 vote with Student Trustee Reynard abstaining.

4.21 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting Approve resolution 07-38.

On a motion made by Trustee Lang and seconded by Trustee Milchiker this item was approved

on a 6-0 vote.

**4.22 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting Approve resolution 07-39.**

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

**4.23 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting Approve resolution 07-40.**

On a motion made by Trustee Lang and seconded by Trustee Milchiker this item was approved on a 5-0 with Trustee Wagner abstaining.

**4.24 SOCCCD: Gifts to the District and Foundations Accept of various donated items.**

**4.25 SOCCCD: October/November 2007 Contracts Ratify contracts as listed.**

**5.0 GENERAL ACTION ITEMS**

**5.1 SOCCCD: Board Policy Revision: BP 1900 - Alcoholic Beverages Approve Board Policy as presented.**

On a motion made by Trustee Padberg and seconded by Trustee Williams this item was approved on a 5-1 vote with Trustee Lang opposing.

**5.2 SOCCCD: Board Policy Revision: BP 4002.2 - Electronic Communication Approve Board Policy as presented.**

On a motion made by Trustee Lang and seconded by Trustee Williams, this item passed on a 6-0 vote.

**5.3 Saddleback College: Recess to Public Hearing - Energy Service Agreements Conduct a public hearing on the proposed agreements for energy services.**

Board President Wagner recessed to a public hearing at 7:40 p.m., there were no public comments, and on a motion made by Trustee Lang, seconded by Trustee Williams and unanimously carried, the public hearing was closed at 7:40 p.m., and the public session of the Board of Trustees was reconvened.

**5.4 Saddleback College : Energy Service Agreements Approve agreements for Installation of an Absorption Chiller and Efficiency Upgrades and Operations and Maintenance Services Agreement.**

On a motion made by Trustee Williams and seconded by Trustee Lang, this item passed on a 6-0 vote.

**5.5 SOCCCD: 2009-2010 Academic Calendar Accept for review and study the proposed 2009-2010 Academic Calendar.**



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

**5.6 SOCCCD: Integrated Districtwide and Board of Trustees' Performance Goals for 2007-08 Accept for review and study the Integrated Districtwide and Board of Trustees' Performance Goals for 2007-08.**

On a motion made by Trustee Lang and seconded by Trustee Williams, this item passed on a 6-0 vote.

**5.7 SOCCCD: CSEA Chapter 586 Initial Proposal Accept the CSEA's initial proposal for review and study, and set a public hearing on the proposal at the January, 2008 meeting.**

On a motion made by Trustee Jay and seconded by Trustee Milchiker, this item passed on a 6-0 vote.

**5.8 SOCCCD: Academic Personnel Actions Approve Academic Employment; Temporary Part-Time/Substitute Staff; Additional Compensation: General Fund; Additional Compensation: Categorical/Non-General Fund; Resignation/Retirement/Conclusion of Employment.**

On a motion made by Trustee Lang and seconded by Trustee Williams, this item passed on a 6-0 vote with the following changes: IVC President Glenn Roquemore will be placed at Salary Range IV Step 6, and Saddleback College Vice President, Student Services, Lise Telson will be placed at Salary Range III Step 6.

**5.9 SOCCCD: Classified Personnel Actions Approve New Personnel Appointments; Authorization to Establish and Announce a Classified Position; Change of Status; Out of Class Assignments ; Resignation/Retirement/Conclusion of Employment; Volunteers.**

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

**6.0 DISCUSSION ITEM**

**6.1 Saddleback College and Irvine Valley College: Languages in a Flat World Information presented by Dr. Craig Justice, Vice President of Instruction, Irvine Valley College and Dr. Rajen Vurdien, Vice President for Instruction, Saddleback College, on the importance of languages in a flat world.**

Dr. Rajen Vurdien, Vice President of Instruction, Saddleback College and Dr. Craig Justice, Vice President of Instruction, Irvine Valley College gave a presentation on "Languages in a Flat World."

**7.0 INFORMATION ITEMS**

**7.1 SOCCCD: Report on Compliance with 50% Law During 2007-08 Status of measures being taken to ensure compliance with 50% Law.**

**7.2 SOCCCD: Basic Aid Report**  
**Projected receipts and approved projects.**

**7.3 SOCCCD: Facilities Plan Status Report Status of current construction projects.**

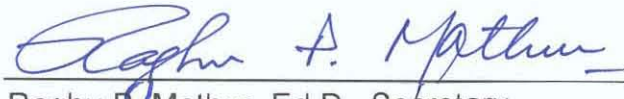
**7.4 SOCCCD: Monthly Financial Status Report This report displays the adopted budget, revised budget and transactions through October 31, 2007.**

**8.0 WRITTEN REPORTS**

Reports were made by President McCullough, President Roquemoire, Saddleback College Academic Senate President Carmen Dominguez, IVC College Academic Senate President Wendy Gabriella, Faculty Association President Ken Woodward, CSEA President Shanna Moorhouse, Saddleback College Classified Senate President Mary Williams and Irvine Valley College Senate President Gee Dixon gave reports.

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

The meeting was adjourned at 8:49 p.m.

  
Raghu P. Mathur, Ed.D., Secretary



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Irvine Valley College: Change Order Requests: Business Sciences and Technology Innovation Center

**ACTION:** Approval

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**BACKGROUND**

On March 27, 2006, the Board of Trustees hired gkkworks for the management of multiple prime contracts for the construction of the Business Sciences and Technology Innovation Center at Irvine Valley College. Twenty-one trade contracts have been awarded to this date for a total combined amount of \$14,930,348.00. Previously approved change orders increased the amount by \$96,168.00 for a revised contract amount of \$15,026,516.00.

**STATUS**

Exhibit A describes the required modifications contained in Change Order Requests (COR) numbers 32, 55, AND 66. Approval of these COR's will result in a decrease of \$86,855.00 in the total project cost and the individual trade contractors will be impacted as shown in EXHIBIT B.

The total changes to each of the trade contracts do not exceed the 10% limit allowed by Public Contract Code. Approval of these COR's will bring the revised total contract amount to \$14,939,631.00.

Funds are available within the approved project budget which is \$22,817,000.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Change Order Request's numbers 32, 55, and 66 for the Business Sciences and Technology Innovation Center project at Irvine Valley College as described in EXHIBIT A and B and authorize staff to execute the corresponding change orders with each of the trade contractors involved which will result in a decrease of \$86,855.00 in the total project cost.

**BUSINESS AND TECHNOLOGY INNOVATION CENTER  
AT  
IRVINE VALLEY COLLEGE**

EXHIBIT A  
Page 1 of 1

**January 22, 2008**

<b>COR No.</b>	<b>Date</b>	<b>Description</b>	<b>Requested</b>	<b>Status</b>	<b>Amount</b>
32	5/16/2007	T&M labor and materials to saturate subgrade prior to pouring building slab	District	TM	\$9,365.00
55	10/26/2007	Add curb along Line K stem wall to make finished wall thickness same as Line L.	District	ATP	\$5,100.00
66	12/14/2007	Settlement with Zimkor of Structural Steel issues	District	ATP	(\$101,350.00)

**TOTAL THESE CHANGE ORDER REQUESTS**

-\$86,885.00

ATP = Authorized to Proceed  
NCP = No Change in Price  
PP = Price Proposal  
CP = Credit Proposal  
T M = Time and Material



**Construction of Business and Technology Innovation Center**

Irvine Valley College

Bid No. 279

Board Change Order No. 3

January 22, 2008

BID PKG. #	BID PACKAGE DESCRIPTION	CONTRACTOR	CONTRACT AMOUNT	Previously Approved COR's	COR# 32	COR# 55	COR# 66	REVISED CONTRACT AMOUNT
A	Demolition/Grading	Salsbury Engineering	\$297,000	\$11,537				\$308,537
B	Plumbing/Site Utilities	HPL Mechanical	\$671,937	\$22,747				\$694,684
C	Concrete	TB Penick & Sons	\$1,738,000	\$40,730	\$9,365	\$5,100		\$1,793,195
D	Landscape & Irrigation	FYR (dba Pierre Landscaping)	\$227,200	\$4,150				\$231,350
E	Masonry	Winegardner Masonry	\$289,200					\$289,200
F	Structural & Misc Metals	Zimkor Industries	\$2,390,000				(\$101,350)	\$2,288,650
G	Roofing & Waterproofing	Best Roofing	\$349,830					\$349,830
H	Sheet Metal & Flashings	Crowner Sheet Metal	\$298,860					\$298,860
I	Casework & Millwork	K&Z Cabinet	\$146,160					\$146,160
J	Doors & Hardware	Inland Building	\$158,800					\$158,800
K	Aluminum Curtain Wall & Glazing	Moonlight Glass	\$1,272,300					\$1,272,300
L	Lath, Plaster, Drywall & Batt Insulation	USS Cal Builders	\$2,792,000					\$2,792,000
M	Ceramic Tile	Inland Pacific Tile	\$86,990					\$86,990
N	Acoustical Ceilings	Martin Integrated Systems	\$217,263					\$217,263
O	Floor Coverings	The Rouse Company	\$228,000					\$228,000
P	Painting & Coatings	Saunders & McMillin	\$137,800					\$137,800
Q	Specialties	Inland Acoustics, Inc.	\$331,400					\$331,400
R	Hydraulic Elevator	Mitsubishi Electric	\$86,000					\$86,000
S	Fire Protection Systems	Daart Engineering	\$237,608					\$237,608
T	HVAC	Couts Heating and Cooling	\$1,187,000	\$4,826				\$1,191,826
U	Electrical & Low Voltage Systems	Gilbert & Stearns, Inc.	\$1,787,000	\$12,178				\$1,799,178
		<b>TOTAL</b>	<b>\$14,930,348</b>	<b>\$96,168</b>	<b>\$9,365</b>	<b>\$5,100</b>	<b>-\$101,350</b>	<b>\$14,939,631</b>

**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Irvine Valley College: Agreement for Architectural Services for  
Landscape Improvements at the Existing Performing Arts Center

**ACTION:** Approval

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**BACKGROUND**

In September 2005, bidding for the Performing Arts Center (PAC) began. At that time, the Project had been value engineered to exclude the landscaping immediately east and south of the building and continuing east to the sidewalk adjacent to the gymnasium complex. With the opening of the PAC, student circulation demonstrates a need for both landscaping and a sidewalk in this area.

**STATUS**

RJM Design Group, Inc. has submitted a proposal to provide architectural services for the Landscaping Improvements at the Existing Performing Arts Center for a fee of \$48,015. Staff has reviewed their proposal and is satisfied that they are qualified to provide these services.

Funds are available in the project budget to perform this work.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve an agreement (EXHIBIT A) with RJM Design Services Inc. to provide architectural services for the Landscaping Improvements at the Existing Performing Arts Center in the amount of \$48,015.00.



## ARCHITECTURAL SERVICES AGREEMENT

This AGREEMENT is made and entered into this 7<sup>th</sup> day of January in the year 2008, between the **South Orange Counter Community College District**, 28000 Marguerite Parkway, Mission Viejo, California 92692, hereinafter referred to as "DISTRICT", and RJM Design Group, Inc., 31591 Camino Capistrano, San Juan Capistrano, CA, 92675, hereinafter referred to as "ARCHITECT";

WHEREAS, DISTRICT desires to obtain architectural services for the Irvine Valley College Performing Arts Center Landscaping, hereinafter referred to as "PROJECT"; and

WHEREAS, ARCHITECT is fully licensed to provide architectural services in conformity with the laws of the State of California;

NOW, THEREFORE, the parties hereto agree as follows:

### ARTICLE I - ARCHITECT'S SERVICES AND RESPONSIBILITIES

1. The ARCHITECT's services shall consist of those services performed by the ARCHITECT, ARCHITECT's employees and ARCHITECT's consultants as enumerated in Articles II and III of this AGREEMENT.

2. The ARCHITECT's services shall be performed in a manner which is consistent with professional skill and care and the orderly progress of the work. The ARCHITECT represents that he/she will follow the standards of his/her profession in performing all services under this AGREEMENT. Upon request of the DISTRICT, the ARCHITECT shall submit for the DISTRICT's approval a schedule for the performance of the ARCHITECT's services. The schedule may be adjusted as the PROJECT proceeds by mutual written agreement of the parties and shall include allowances for time required for the DISTRICT's review and for approval by authorities having jurisdiction over the PROJECT. The time limits established by this schedule shall not, except for reasonable cause, be exceeded by the ARCHITECT.

3. The services covered by this AGREEMENT shall be completed within nine (9) months of the date of this AGREEMENT with the exception of the plant maintenance period.

### ARTICLE II - SCOPE OF ARCHITECT'S SERVICES

#### General

The ARCHITECT's services consist of those described in paragraphs 2 through 27 of Article II, and include normal architectural and landscaping services and any other engineering services except those engineering services provided by the DISTRICT and necessary to produce a reasonably complete and accurate set of construction documents, packaged as one set, all inclusive and as described in the following scope description. The ARCHITECT shall submit a list of qualified engineers as needed for the PROJECT for the DISTRICT's approval. ARCHITECT shall ensure that each engineer places his or her name, seal and signature on all drawings and specifications prepared by said engineer.

### Scope Description

1. Provide for the irrigation and landscaping of the existing rough grade parcel to the south and east of the existing Performing Arts Center (PAC). Plans to include services for the construction of irrigation, planting and hardscape. A majority of the planting will result in lawn area. However, there will be a buffer planting area at the transformer and the mechanical building. The hardscape will consist of a sidewalk with lighting perpendicular to the existing sidewalk adjacent to the east side of the Performing Arts Center and extending across the parcel to the existing campus.

### Preliminary Design

1. The ARCHITECT shall meet with and ascertain the DISTRICT's needs and the requirements of the PROJECT and shall provide a written understanding of such needs and requirements approved by the DISTRICT, prior to drafting preliminary designs for the PROJECT.

2. The ARCHITECT shall provide a written preliminary evaluation of the DISTRICT's PROJECT, schedule and construction budget requirements, each in terms of the other, subject to the limitations set forth in Article V.

3. The ARCHITECT shall present to the DISTRICT the preliminary design for review and approval.

### Construction Documents

1. Based on the approved Preliminary Design and any further adjustments authorized by the DISTRICT, the ARCHITECT shall prepare, for approval by the DISTRICT, Construction Documents consisting of drawings and specifications setting forth in detail the requirements for the construction of the PROJECT. The plan set is anticipated to include:

#### Description

Title Sheet	1
Precise Grading/Construction Plan and Detail	2
Irrigation Plan and Details	3
Planting Plan and Details	2
Total	8

The technical specifications will utilize 'Greenbook' format of standard specifications for public works construction. General conditions will be provided by the DISTRICT.

2. The ARCHITECT shall file documents required and obtain approval of governmental authorities having jurisdiction over the PROJECT with the DISTRICT's assistance. The DISTRICT shall pay all fees required by such governmental authorities.



3. During the timeframe required for plan approval by the authorities having jurisdiction, the ARCHITECT shall submit a final statement of probable construction costs to the DISTRICT, including advise for cost savings and bid alternates if the project has the potential of bidding over budget.

#### Bid/Award

1. The ARCHITECT, following the DISTRICT's approval of the Construction Documents and completion of the final evaluation of probable construction cost, shall assist the DISTRICT in obtaining bids for the PROJECT.

2. The ARCHITECT shall prepare all necessary bidding information and bidding forms required by the DISTRICT and shall work with the DISTRICT to merge and incorporate the DISTRICT's general conditions into the Contractor's contract documents. Specifications shall include a requirement that the Contractor provide operation manuals and adequate training for the DISTRICT in the care of all design elements and systems installed by the Contractor, shall be part of the bid documents prepared by the ARCHITECT.

3. The DISTRICT shall provide for the public advertisement of the bid and after receipt of originals from the ARCHITECT, will provide for copies of bid documents and arrange for receipt by interested contractors.

4. The ARCHITECT shall attend a pre-bid conference to brief all parties concerned with general and special requirements of the contract for construction. Attendees shall include representatives from the DISTRICT, the ARCHITECT and subconsultants if needed, potential contractors and subcontractors. The City of Tustin will be invited to attend at their discretion.

5. If the lowest bid for the PROJECT varies from the budget by more than ten percent (10%), if requested the ARCHITECT, in consultation with and at the direction of the DISTRICT, shall provide such modifications in the Construction Documents as necessary to bring the cost of the PROJECT to within this budget tolerance.

#### Construction Administration

1. The ARCHITECT's responsibility to provide services for the construction of the PROJECT commences with the award of a construction contract and terminates upon completion of all necessary close out requirements from authorities having jurisdiction and at the issuance to the DISTRICT of the final certificate for payment by the ARCHITECT.

2. The ARCHITECT shall provide administration of the construction contract as set forth below. The ARCHITECT shall coordinate construction performed by a single general contractor and their subcontractors. The ARCHITECT shall coordinate administration with the inspector required by the authority having jurisdiction.

3. The ARCHITECT shall have authority to act on behalf of the DISTRICT only to the extent provided in this AGREEMENT The duties, responsibilities and limitations of



authority of the ARCHITECT shall not be restricted, modified or extended without written agreement between the DISTRICT and ARCHITECT.

4. The ARCHITECT shall be the DISTRICT's representative during construction and shall advise and consult with the DISTRICT until final payment to the Contractor is signed and punch list items are completed.

5. The ARCHITECT shall attend a pre-construction conference to brief all parties concerned with general and special requirements of the contract for construction. Procedural matters, routing of information, and project representatives shall be defined. Attendees shall include representatives from the DISTRICT, the ARCHITECT and their sub-consultants, the contractor and all major subcontractors. The City of Tustin will be invited to attend at their discretion.

6. The ARCHITECT, and its consultants as needed, shall visit no more than twice while work is in progress, to observe the site and work; to familiarize himself/herself with the progress and quality of the work; and to determine for the DISTRICT's benefit and protection if the work is proceeding in accordance with the construction contract and schedule. On the basis of his/her onsite observations and observation as an ARCHITECT, the ARCHITECT shall keep the DISTRICT informed of the progress and quality of the work and he/she shall use reasonable care to guard the DISTRICT against defects and deficiencies in the work and against the Contractor's failure to carry out the work in accordance with the construction contract and the schedule. The ARCHITECT shall provide services made necessary by major defect or deficiencies in the work of the Contractor which through reasonable care should have been discovered by the ARCHITECT and promptly reported to the DISTRICT and Contractor but which he/she failed to do.

7. The ARCHITECT shall have access to the work at all times.

8. The ARCHITECT shall review and certify the amounts due the Contractor. The ARCHITECT's certification for payment, on approved DISTRICT form, shall constitute a representation to the DISTRICT, based on the ARCHITECT's observations at the site, that the work has progressed to the point indicated, that quality of the work is in accordance with the construction contract and that the Contractor is entitled to payment in the amount certified.

9. The ARCHITECT shall reject work which does not conform to the construction contract. The ARCHITECT has authority to require additional inspection or testing of the work in accordance with the provisions of the construction contract, whether or not such work is fabricated, installed or completed.

10. The ARCHITECT shall review and approve or take other appropriate action upon Contractor's submittals of shop drawings, product data, and samples for the purpose of checking for conformance with the construction contract. The ARCHITECT shall respond to all submittals so as to cause no delay in the work and no later than fourteen (14) calendar days after receipt. When certification of performance characteristics of materials, systems or equipment is required by the construction contract, the ARCHITECT shall be entitled to rely upon such certification to establish that the materials, systems or equipment will meet the performance criteria required by the construction contract.



11. The ARCHITECT shall prepare change orders with supporting documentation and data for the DISTRICT's approval and execution in accordance with the construction contract, and may authorize minor changes in the work not involving an adjustment in the contract sum or an extension of time. The ARCHITECT shall evaluate and make written recommendations regarding Contractor's proposals for possible change orders. ARCHITECT shall review and approve as complete a set of reproducible record drawings showing significant changes in the work made during construction based on marked-up prints, drawings and other data furnished by the Contractor to the ARCHITECT.

12. The ARCHITECT shall evaluate the performance of the Contractor under the requirements of the construction contract when requested in writing by the DISTRICT.

13. The ARCHITECT shall provide services in connection with evaluating substitutions proposed by the Contractor and making subsequent revisions to drawings, specifications and other documentation resulting from same. All substitution requests must be approved by the DISTRICT.

14. The ARCHITECT shall evaluate and render written recommendations, within a reasonable time on all claims, disputes or other matters at issue between the DISTRICT and Contractor relating to the execution or progress of the work as provided in the construction contract.

15. The ARCHITECT shall comply with all federal, state and local laws, rules, regulations and ordinances that are applicable to the DISTRICT's PROJECT.

#### Project Close Out

1. The ARCHITECT shall inspect the PROJECT to determine the date of final completion, receive and forward to the DISTRICT for the DISTRICT's review all written warranties and related documents required by the construction contract and issue a final certificate for payment upon compliance with the requirements of the construction contract.

2. The ARCHITECT and their sub consultants shall conduct a punch list walk with the contractor to review the entire facility for conformance with the contract documents. A final punch list will be published and distributed by the ARCHITECT within forty-eight (48) hours of performing the walk. The ARCHITECT will distribute copies to contractor, the DISTRICT, and the inspector if applicable. The punch list will specifically note all required corrections, non conforming work, and work remaining to be completed.

3. The ARCHITECT shall perform a final meeting to perform a second walk through on the punch list items and finalize all outstanding paperwork with the contractor including an evaluation of retention release. In the event that work is not completed within the 35 days after Notice of Completion is filed with the Board, the ARCHITECT will assign a value for any outstanding punch list items.

4. The ARCHITECT shall complete or manage the completion of all necessary documentation to allow for the authority having jurisdiction to sign off on the project as a completed project. Any and all close out documentation will be provided to the DISTRICT.



ARTICLE III - ADDITIONAL ARCHITECT'S SERVICES

1. The ARCHITECT shall be given additional compensation for the services described in Article III.

2. The ARCHITECT shall notify the DISTRICT in writing of the need for additional services required due to circumstances beyond the ARCHITECT's control. ARCHITECT shall obtain written authorization from the DISTRICT before rendering such services. Compensation for such services shall be compensated based on attached standard hourly rates. Such services shall include:

- a. Making material revisions in drawings, specifications or other documents when such revisions are required by the enactment or revision of laws, rules or regulations subsequent to the preparation of such documents, unless same could have been reasonably known at the time of design.
- b. Providing services required because of significant changes in the PROJECT including, but not limited to, size, quality, complexity, or the DISTRICT's schedule, except for services required under Article V, paragraph ten (10).
- c. Preparing drawings, specifications and other documentation and supporting data, and providing other services in connection with change orders required by causes beyond the control of the ARCHITECT.
- d. Providing consultation concerning replacement of work damaged by fire and furnishing services required in connection with the replacement of such work.
- e. Providing services made necessary by the default of the Contractor, by major defects or deficiencies in the work of the Contractor, or by failure of performance of either the DISTRICT or Contractor under the construction contract.
- f. Providing services in connection with an arbitration proceeding or legal proceeding except where the ARCHITECT is a party thereto.
- g. Providing services in connection with the work of consultants retained by the DISTRICT unless clearly specified as required for coordination efforts of the PROJECT.
- h. Providing interior design and other similar services required for or in connection with the selection, procurement or installation of furniture, furnishings and related equipment.
- i. Providing assistance in the utilization of equipment or systems such as testing, adjusting and balancing, preparation of operation and maintenance manuals, training personnel for operation and maintenance and consultation during operation.



j. Providing services after issuance to the DISTRICT of the final certificate for payment except as provided in Article VIII, paragraph 6.

k. Providing services of consultants for engineering required beyond the defined PROJECT scope or those specifically identified as excluded from this AGREEMENT.

l. Providing any other services not otherwise included in this AGREEMENT or not customarily furnished in accordance with generally accepted architectural practice.

3. If authorized in writing by DISTRICT, ARCHITECT shall provide one or more project representatives to assist in carrying out more extensive representation at the site than is described in this AGREEMENT. The project representative(s) shall be selected, employed and directed by the ARCHITECT, and the ARCHITECT shall be compensated therefore as agreed by the DISTRICT and ARCHITECT. Through the observations of such Project Representative(s), the ARCHITECT shall endeavor to provide further protection for the DISTRICT against defects and deficiencies in the work, but the furnishing of such project representation shall not modify the rights, responsibilities or obligations of the ARCHITECT as described elsewhere in this AGREEMENT. Such services shall be compensated based on the attached standard hourly rates.

#### ARTICLE IV - DISTRICT'S RESPONSIBILITIES

1. The DISTRICT shall provide to the ARCHITECT full information regarding requirements for the PROJECT, including information regarding the DISTRICT's objectives, schedule, constraints and criteria.

2. The DISTRICT shall prepare a current overall budget for the PROJECT, including the construction cost. This step may be considered complete with the approval of the preliminary budget provided by the ARCHITECT or may be submitted in advance of receipt of the preliminary budget.

3. The DISTRICT shall appoint a representative authorized to act on the DISTRICT's behalf with respect to the PROJECT. The DISTRICT or its authorized representative shall render decisions in a timely manner pertaining to documents submitted by the ARCHITECT.

4. The DISTRICT shall give prompt written notice to the ARCHITECT if the DISTRICT becomes aware of any fault or defect in the PROJECT or nonconformance with the construction contract. However, the DISTRICT's failure or omission to do so shall not relieve the ARCHITECT of his/her responsibilities hereunder and the DISTRICT shall have no duty to observe or investigate the PROJECT.

#### ARTICLE V - COST OF CONSTRUCTION

1. The construction cost shall be the total estimated cost to the DISTRICT of all elements of the PROJECT designed or specified by the ARCHITECT.

2. During the Preliminary Design and Construction Document phases, construction cost shall be determined by the DISTRICT's approved budget for the PROJECT after initial ARCHITECT preliminary evaluation is approved by the DISTRICT.

3. During the bidding phase, construction cost shall be determined by the lowest responsible bid.

4. During construction, construction cost shall be determined by the contract sum or as amended by any change orders approved by the DISTRICT.

5. Construction cost does not include the compensation of the ARCHITECT and ARCHITECT's consultants, or other costs which are the responsibility of the DISTRICT.

6. The ARCHITECT's evaluations of the DISTRICT's PROJECT budget, preliminary statement of probable construction costs and detailed statement of probable construction cost, if any, represent the ARCHITECT's best judgment as a professional familiar with the construction industry. Updated statements of probable costs will take into account:

- a. Changes in materials or details of construction which have occurred during preparation of the Construction Documents
- b. Known changes in the cost of materials, labor and services since preparation of the previous statement of probable cost
- c. Adjustments for known or anticipated changes in the bidding market relative to the PROJECT
- d. Revisions to the final statement of probable construction costs related to revisions in response to City and DISTRICT comments.

7. Any PROJECT budget or fixed limit of construction cost shall be adjusted if the bidding has not commenced within ninety (90) days after the ARCHITECT submits the Construction Documents to the DISTRICT, to reflect changes in the general level of prices in the construction industry between the date of submission of the Construction Documents to the DISTRICT and the date on which bids are sought for the PROJECT.

8. If the lowest bid received exceeds the fixed limit of construction costs by greater than the allowance per this AGREEMENT, the DISTRICT shall:

- a. give written approval of an increase of such fixed limit;
- b. authorize rebidding of the PROJECT within a reasonable time;
- c. if the PROJECT is abandoned, terminate it in accordance with Article VII, paragraph 3; or
- d. cooperate in revising the PROJECT scope and quality as required to reduce the construction cost for rebidding.



9. If the DISTRICT chooses to proceed under paragraph 8(d), the ARCHITECT, without additional charge, shall modify the construction contract as necessary to comply with the fixed limit.

#### ARTICLE VI - ARCHITECT'S DRAWINGS AND SPECIFICATIONS

The drawings, specifications and other documents prepared by the ARCHITECT for this PROJECT shall be and remain the property of the DISTRICT pursuant to Education Code Section 17316. Such drawings and specifications and other documents supplied as herein required shall be the property of the DISTRICT whether or not the work for which they were made is executed. The ARCHITECT grants to the DISTRICT the right to reuse all or part of the fore mentioned documents at its sole discretion for the construction of all or part of this or another PROJECT constructed for the DISTRICT. The DISTRICT is not bound by this AGREEMENT to employ the services of ARCHITECT in the event such documents are reused. ARCHITECT grants to the DISTRICT the right to copy, use, modify, and reuse any and all copyrights and designs embodied in the plans, specifications and other documents prepared or caused to be prepared by the ARCHITECT pursuant to this AGREEMENT.

#### ARTICLE VII – TERMINATION

1. This AGREEMENT may be terminated without cause by the DISTRICT upon not less than seven (7) days written notice to the ARCHITECT. This AGREEMENT may be terminated by either party upon not less than seven (7) days written notice should the other party fail substantially to perform in accordance with the terms of this AGREEMENT through no fault of the party initiating the termination.

2. If the PROJECT is suspended by the DISTRICT for more than ninety (90) consecutive days, the ARCHITECT shall be compensated for services satisfactorily performed prior to such suspension. When the PROJECT is resumed, the ARCHITECT's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the ARCHITECT's services.

3. If the DISTRICT abandons the PROJECT for more than ninety (90) consecutive days, the ARCHITECT shall be compensated for services satisfactorily performed prior to the abandonment and ARCHITECT may terminate this AGREEMENT by giving not less than seven (7) days written notice to the DISTRICT.

4. The DISTRICT's failure to make payments to the ARCHITECT in accordance with this AGREEMENT shall be considered substantial nonperformance and cause for termination by the ARCHITECT.

5. In the event the DISTRICT fails to make timely payment, the ARCHITECT may, upon seven (7) days written notice to the DISTRICT, suspend performance of services under this AGREEMENT. Unless payment in full is received by the ARCHITECT within fifteen (15) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the ARCHITECT shall have no liability to the DISTRICT for delay or damage caused the DISTRICT because of such suspension of services.



6. Upon termination, the District's total obligation to the Architect shall be limited to the payment for all services already provided by the Architect in accordance with this Agreement prior to the effective date of the termination, subject to the District's offset rights as provided in the event of ARCHITECT'S default.

7. In the event of termination due to the fault of ARCHITECT, ARCHITECT shall receive only compensation due for services rendered in accordance with this AGREEMENT prior to the date of termination. The ARCHITECT is liable for all damages losses, expenses and costs (including reasonable attorney fees and costs) suffered or incurred by the DISTRICT due to the ARCHITECT's failure to perform as provided in the AGREEMENT.

#### ARTICLE VIII - COMPENSATION TO THE ARCHITECT

The DISTRICT shall compensate the ARCHITECT as follows:

1. For ARCHITECT services, as described in Article II, compensation shall be forty three thousand six hundred fifteen and 00/100 dollars (\$46,615.00) with a reimbursable allowance of four thousand four hundred and 00/100 (\$4,400.00) (See Exhibit B):

Progress payments for ARCHITECT services in each phase shall total the following percentages of the total compensation payable:

Preliminary Phase	25%
Construction Documents Phase	40%
Bidding Phase	10%
Construction Phase	20%
Close Out Phase	<u>5%</u>
Total Compensation	100%

2. This compensation shall be compensation in full for all services performed by the ARCHITECT under the terms of this AGREEMENT, except where additional compensation is agreed upon between the ARCHITECT and DISTRICT in writing as provided for as additional services.

3. Payments for ARCHITECT services shall be made monthly and, where applicable, shall be in proportion to services performed within each phase of service, on the basis set forth in paragraph 1.

4. Payments are due and payable upon receipt of the ARCHITECT's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the legal rate prevailing at the time at the site of the PROJECT.

5. To the extent that the time initially established for the completion of ARCHITECT's services is exceeded or extended through no fault of the ARCHITECT, compensation for any services rendered during the additional period of time shall be computed at standard hourly rates per Exhibit A.



6. Reimbursable Expenses incurred beyond the amount identified in this AGREEMENT by the ARCHITECT and ARCHITECT's employees and consultants in the interest of the PROJECT shall have prior DISTRICT written approval before incurred and records of such expenses shall be provided to DISTRICT for the DISTRICT's review.

a. Reimbursable expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and Architect's employees and consultants in the interest of the Project.

b. Reimbursable expenses shall be expense of transportation in connection with the Project; expenses in connection with authorized out-of-town travel; long-distance communications; and fees paid for securing approval of authorities having jurisdiction over the Project. ARCHITECT's normal travel expense are excluded.

c. Expense of reproductions, except those needed for the use of the ARCHITECT and his or her consultants, postage and handling of Drawings, Specifications and other documents are reimbursable upon DISTRICT's prior written approval.

d. If authorized in advance in writing by the DISTRICT, expense of overtime work requiring higher than regular rates will be reimbursed.

e. Expense of renderings, models and mock-ups requested by the DISTRICT if not part of ARCHITECT's Basic Services will be reimbursed.

f. For reimbursable expenses, compensation shall be computed at a multiple of one point one (1.1 %) times the expenses incurred by the Architect, the Architect's employees and consultants in the interest of the Project.

g. For additional services of consultants, compensation shall be computed at a multiple of one point one (1.1%) times the amounts billed to the ARCHITECT for such services.

#### ARTICLE IX - INDEMNIFICATION

1. To the fullest extent permitted by law, the ARCHITECT agrees to indemnify, defend and hold the DISTRICT entirely harmless from all liability arising out of:

a. any and all claims under workers' compensation acts and other employee benefit acts with respect to ARCHITECT's employees or his/her subcontractor's employees arising out of ARCHITECT's work under this AGREEMENT; and

b. any and all claims for damages because of personal injury or death or damages to property, or other costs and charges, directly or indirectly arising out of or attributable to, in whole or in part, to ARCHITECT's negligent acts, errors and/or omissions in the performance of his/her obligations as stated in this AGREEMENT, or the negligent acts, errors and/or omissions of ARCHITECT's consultants, employees



or agents in the performance of their obligations as stated in this AGREEMENT. The coverages of such indemnification shall include, without limitation attorneys' fees and court costs incurred by DISTRICT with regard thereto. Said indemnity is intended to apply during the period of this AGREEMENT of ARCHITECT's performance and shall survive the expiration or termination of this AGREEMENT until such time as action against DISTRICT on account of any matter covered by such waiver or indemnity is barred by the applicable statute of limitations.

#### ARTICLE X - INSURANCE

1. The ARCHITECT shall purchase and maintain insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to DISTRICT. These policies of insurance will protect the ARCHITECT and the DISTRICT from claims which may arise out of or result from the ARCHITECT's actions or inactions relating to the AGREEMENT, whether such actions or inactions be by themselves or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:

- a. Statutory workers' compensation and employers' liability
- b. Comprehensive general and auto liability insurance with limits of not less than \$1,000,000 combined single limit, bodily injury and property damage liability per occurrence, including:
  1. owned, non-owned and hired vehicles;
  2. blanket contractual;
  3. broad form property damage;
  4. products/completed operations; and
  5. personal injury.
- c. Professional liability insurance, including contractual liability, with limits of \$1,000,000. Such insurance shall be maintained during the term of this AGREEMENT and renewed for a period of at least five (5) years thereafter if available to the professional and/or at rates consistent with the time of execution of this AGREEMENT adjusted for inflation. In the event that ARCHITECT subcontracts or assigns any portion of his/her duties, he/she shall require any such subcontractor to purchase and maintain insurance coverage as provided in this subparagraph.
- d. Each policy of insurance required in (a) and (b) above shall name the DISTRICT and its officers, agents and employees as additional insureds; shall state that, with respect to the operations of the ARCHITECT hereunder, such policy is primary and any insurance carried by the DISTRICT is excess and non-contributory with such primary insurance; a separately written and signed endorsement shall state that not less than thirty (30) days' written notice shall be given to DISTRICT prior to cancellation; and, shall waive all rights of subrogation. The ARCHITECT shall notify the DISTRICT in the event of material change in, or failure to renew, each policy.



e. Prior to commencing work, the ARCHITECT shall deliver to the DISTRICT certificates of insurance as evidence of compliance with the requirements herein. In the event the ARCHITECT fails to secure or maintain any policy of insurance required hereby excepting professional liability, DISTRICT may, at its sole discretion, secure such policy of insurance in the name of and for the account of the ARCHITECT, and in such event the ARCHITECT shall reimburse the DISTRICT upon demand for the cost thereof.

#### ARTICLE XI - MISCELLANEOUS

1. The ARCHITECT shall make a written record of all meetings, conferences, discussions and decisions made between or among the DISTRICT, ARCHITECT and Contractor during all phases of the PROJECT and concerning any material condition in the requirements, scope, performance and/or sequence of the work. The ARCHITECT shall provide a copy of such record to the DISTRICT, and Contractor upon request.

2. ARCHITECT, in the performance of this AGREEMENT, shall be and act as an independent contractor. ARCHITECT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. The ARCHITECT assumes the full responsibility for the acts and/or omissions of his or her employees or agents as they relate to the services to be provided under this AGREEMENT. The ARCHITECT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes for the respective ARCHITECT's employees.

3. Unless otherwise provided in this AGREEMENT, the ARCHITECT and ARCHITECT's consultants shall have no responsibility for the presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the PROJECT site, including, but not limited to, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

4. Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of any third party against either the DISTRICT or the ARCHITECT.

5. The DISTRICT and the ARCHITECT, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this AGREEMENT with respect to the terms of this AGREEMENT. Neither the DISTRICT nor the ARCHITECT shall assign this AGREEMENT without the written consent of the other.

6. This AGREEMENT shall be governed by the laws of the State of California.

7. This AGREEMENT represents the entire AGREEMENT between the DISTRICT and the ARCHITECT and supersedes all prior negotiations, representations or

agreements, either written or oral. This AGREEMENT may be amended or modified only by an agreement in writing signed by both the DISTRICT and the ARCHITECT.

This AGREEMENT entered into as of the day and year first written above.

DISTRICT

ARCHITECT

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

Gary Poertner  
(Printed name)

\_\_\_\_\_  
(Printed name)

Deputy Chancellor  
(Title)

\_\_\_\_\_  
(Title)

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

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



EXHIBIT A

**RJM Design Group, Inc.**

Principal Landscape Architect	\$145 - \$165/hour
Associate Landscape Architect	\$130 - \$140/hour
Landscape Architect/Project Manager	\$115 - \$125/hour
Job Captain/Landscape Designer	\$100 - \$110/hour
CADD Technician	\$ 85 - \$ 95/hour
Draftsperson	\$ 70 - \$ 80/hour
Word Process	\$ 55 - \$ 65/hour

**MCE Consultants**

Principal	\$160/hour
Project Manager	\$120/hour
Project Engineer	\$100/hour
Project Surveyor	\$120/hour
Design Engineer	\$ 90/hour
Computer Draftsperson	\$ 70/hour
Project Assistant	\$ 50/hour
3 Person Survey Crew	\$260/hour
2 Person Survey Crew	\$210/hour
Expert Witness (Trial and Deposition)	\$250/hour

**Konsortium I**

Principal	\$160/hour
Project Engineer	\$130/hour
Project Associate	\$120/hour
Project Manager	\$110/hour
Designer	\$ 90/hour
CADD Drafting	\$ 70/hour
Clerical	\$ 55/hour

**Water Concern**

Principal	\$125/hour
CADD Technician	\$95/hour

EXHIBIT B

BASIC FEE SCHEDULE

Preliminary Design	8,520
Construction Documents	23,840
Bidding	4,650
Construction Services	6,605
	<b>43,615</b>
Reimbursable	4,400
	<b>48,015</b>



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Irvine Valley College: Amendment to Increase Contract Services with gkkworks: Business Sciences and Technology Innovation Center

**ACTION:** Approval

---

### **BACKGROUND**

On March 27, 2006, the Board of Trustees approved hiring gkkworks for construction management services over multiple prime contracts for the Business Sciences and Technology Innovation Center at Irvine Valley College in an amount not to exceed \$1,120,000.

The original agreement, developed in April 2006, had 22 months duration and will expire on February 29, 2008. According to the current construction progress schedule update, the project duration will exceed the original schedule by five months for a total duration of 27 months. Major factors contributing to the delay include: 1) modified soil treatment prior to building slab installation-two weeks, 2) the discovery and removal of underground transite pipe- one month delay, and 3) steel delays-two and a half months; all factors outside the control of gkkworks.

### **STATUS**

The updated construction schedule indicates completion for the end of June 2008, with an additional month needed for close out activities for a total extension of five months. Staff evaluated the proposed increase by applying allowable escalation to contract hourly rates and extending staffing hours out for the five month period (See Exhibit A). Staff recommends gkkworks contract amount be amended by an amount of \$342,977 for a total contract amount of \$1,462,977.

Funds are available in the project budget which is \$22,817,000.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve increasing the authorized amount to \$1,462,977 for construction management services over multiple prime contracts for the Business Sciences and Technology Innovation Center building at Irvine Valley College.

**Irvine Valley College  
Business & Technology Innovation Center  
gkkworks Additional Services Proposal**

Item Description	2008					Subtotal	Total Cost
	Mar	Apr	May	Jun	Jul		

**Staff**

Position	Individual	Rate						Hours	
Project Executive	Jeff Trueman	\$162.24	30	30	30	30	30	150	\$24,336
Project Manager	Michael Golden	\$135.20	160	160	160	160	160	800	\$108,160
Project Manager (Use PE Rate)	Alex Lee	\$108.16	160	160	160	160	160	800	\$86,528
Superintendent	Fabian Orozco	\$146.02	160	160	160	160	160	800	\$116,813
Staffing Subtotal			\$67,167	\$67,167	\$67,167	\$67,167	\$67,167	2,550	<b>\$335,837</b>

**General Conditions**

Jobsite Trailer		\$978	\$978	\$978	\$978	\$978	\$4,890
Supplies		\$250	\$250	\$250	\$250	\$250	\$1,250
Telephone/DSL Service		\$200	\$200	\$200	\$200	\$200	\$1,000
	General Conditions Subtotal	\$1,428	\$1,428	\$1,428	\$1,428	\$1,428	\$7,140

<b>Total Fee (NTE)</b>	<b>\$68,595</b>	<b>\$68,595</b>	<b>\$68,595</b>	<b>\$68,595</b>	<b>\$68,595</b>	<b>\$342,977</b>
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**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Saddleback College: Notice of Completion: Gymnasium Floor Replacement

**ACTION:** Approval

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**BACKGROUND**

On August 18, 2007, the Board of Trustees approved an emergency resolution and entered into a contract with Johnson Flooring, Inc. for the gymnasium floor replacement at Saddleback College. The cost to replace the flood damaged gym floor was \$193,800.

**STATUS**

The project has now been completed and District staff recommend that the District file Notice of Completion, EXHIBIT A.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees authorize the filing of the Notices of Completion, EXHIBIT A, for the Gymnasium Floor Replacement at Saddleback College. It is also recommended that the Board authorize the release of retention 35 days after filing.

Recording Requested  
By and Mail to:

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
28000 Marguerite Parkway  
Mission Viejo, California 92692  
Attn: Purchasing & Facilities Planning

EXEMPT PER GOVERNMENT CODE 6103

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN, that the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, hereinafter described, is Owner of the property hereinafter described, caused improvements to be made to said property to wit: GYMNASIUM FLOOR REPLACEMENT AT SADDLEBACK COLLEGE, the contract for the doing of which was heretofore entered into on the 28<sup>th</sup> day of SEPTEMBER, 2007, which contract was made with JOHNSON FLOORING, INC., El Cajon, California as Contractor; that said improvements were completed on DECEMBER 10, 2007, and accepted by formal action of the governing board of said District on the 22<sup>ND</sup> day of JANUARY, 2008 that title to said property is vested in the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California; that the surety for the above named Contractor is the SURETEC INSURANCE COMPANY; that the property hereinafter referred to and on which said improvements were made is described as follows:

SADDLEBACK COLLEGE  
28000 MARGUERITE PKWY.  
MISSION VIEJO, CA 92692

\_\_\_\_\_  
OF ORANGE COUNTY

By \_\_\_\_\_ Dated \_\_\_\_\_  
RAGHU P. MATHUR, Ed.D.  
Chancellor

STATE OF CALIFORNIA)

) ss.

COUNTY OF ORANGE )

DR. RAGHU P. MATHUR, Chancellor, being first duly sworn, deposes and says:

That he is Secretary of the Board of Trustees of the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of the County of Orange;

That the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT of Orange County, California, is the owner of said property described in the foregoing notice;

That he has read the foregoing notice and knows the contents thereof and that the facts stated therein are true.

\_\_\_\_\_  
RAGHU P. MATHUR, Ed.D.  
Chancellor Dated \_\_\_\_\_

SUBSCRIBED AND SWORN TO BEFORE ME  
this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Notary Public in and for said County and State



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Saddleback College: Amendment No. 2: Architectural Services Agreement with DSE Architecture, Inc. for BGS Project

**ACTION:** Approval

---

### **BACKGROUND**

On October 24, 2005, the Board of Trustees approved an agreement with DSE Architecture, Inc., to provide architectural services for the pre-construction, construction documents, and bidding phases of the Mold Abatement and Air Quality Improvements project at the BGS Building at Saddleback College for \$146,100. On September 25, 2006, the Board of Trustees approved amendment no. 1 extending services to December 31, 2007, and increase to contract amount by \$259,563 for a total of \$405,663.

### **STATUS**

Unforeseen conditions discovered during remediation and repair work in the BGS building resulted in additional remediation and repair work that have required additional architectural services as well as interior design, civil, and electrical engineering services. There is a need for continuation of services until March 31, 2008. The architect has requested a revision of the fee schedule to reflect these additional services; the revised schedule of fees will include the extended Construction Administration phase and increase the total fee by \$96,462 for a total contract amount of \$534,625. EXHIBIT A is amendment no. 2 to the agreement that incorporates these changes.

Architectural fees typically range from 8-11% of the project construction cost depending on the complexity of the project. With this request, the architect's fees are at 8.1%.

Funds are available in the project account.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Amendment No.2 (EXHIBIT A) to the agreement for architectural services with DSE Architecture, Inc. for the Mold Abatement and Air Quality Improvements project at the BGS Building at Saddleback College, extending the term of the agreement until March 31, 2008 and increasing the fee in the amount of \$96,462.00. The total revised contract amount is \$534,625.00.

Item Submitted By: *Gary L. Poertner, Deputy Chancellor*

**AMENDMENT NO. 2  
TO ARCHITECTURAL SERVICES AGREEMENT  
FOR MOLD ABATEMENT AND AIR QUALITY IMPROVEMENTS  
AT THE BGS BUILDING  
AT SADDLEBACK COLLEGE**

**JANUARY 22, 2008**

**THIS AMENDMENT** shall modify the original agreement dated October 26, 2005, and the amended agreement dated September 25, 2006, by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and DSE Architecture, Inc., 112 E. Chapman Avenue, Orange, California 92866, hereinafter referred to as "CONSULTANT."

**WHEREAS**, Article IX, paragraph 9 of the original agreement establishes that it may be amended in writing by mutual consent of both parties; and

**WHEREAS**, Article I, paragraph 3, establishes the amended term of the agreement expiration to be December 31, 2007; and

**WHEREAS**, the amended term will expire on December 31, 2007; and

**WHEREAS**, there is a need for architectural services well beyond the expiration date; and

**WHEREAS**, the scope of services has been increased due to unforeseen conditions discovered during remediation and repair work in the BGS building and to include interior design, and building signage coordination; and

**WHEREAS**, this additional scope requires increased services by the CONSULTANT and interior design, civil, and electrical consultants; and

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

1. Article I, paragraph 3, of the original agreement shall be modified to extend the time for completion of the services until March 31, 2008.

2. Article VIII, paragraphs 1 and 2, of the agreement shall be modified as follows:  
"The DISTRICT shall compensate the architect for services described in the original agreement and services required to address interior design, signage coordination and unforeseen conditions discovered during remediation and repair work in the BGS building until the date of this amendment as follows:

Interior Design Services.....	\$ 20,395
Civil Engineering.....	\$ 2,430
Electrical Engineering.....	\$ 4,350



Architectural Coordination of consultants.....	\$ 2,718
Architectural Services for unforeseen conditions.....	\$ 44,610
Construction Administration.....	\$ 18,900
Signage Coordination with consultant.....	\$ 3,060
 TOTAL.....	 \$ 96,462

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

**"DISTRICT"**

South Orange County Community College District

**"CONSULTANT"**

DSE Architecture

By: \_\_\_\_\_  
Gary Poertner

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

Title: Deputy Chancellor

Title: \_\_\_\_\_

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

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

**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Saddleback College: Award of Bid: Timing and Scoring System for Aquatics Program

**ACTION:** Approval

---

**BACKGROUND**

Saddleback College needs to purchase an electronic swimming timing and scoring system because Santa Margarita High School took their timing and scoring system with them when they finished building their swimming complex fall of 2007. This is timing system that Saddleback College has been using for the past several years.

Saddleback College has hosted the Southern California Swimming and Diving Championships several times and has been selected to host the CCCAA State Championships in May of 2008. A timing system is necessary in order for Saddleback College to continue with the aquatics programs and the many hosted events.

**STATUS**

On October 11, 2007, equipment Bid No. 1069 for Electronic Timing and Scoreboard System at Saddleback College was sent to five (5) vendors. Three (3) vendors responded to the bid. The bids were opened on November 1, 2007. The lowest bid meeting all specifications was submitted by Colorado Time Systems of Loveland, Colorado for \$83,856.44 including tax, EXHIBIT A.

College staff has reviewed the bids and recommend the award.

Funding is available in the P.E. and Athletic budget.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve award of equipment Bid No. 1069 for the Electronic Timing and Scoreboard System at Saddleback College to Colorado Time Systems in the amount of \$83,856.44.



**BID NO. 1069  
TIMING AND SCORING SYSTEM  
SADDLEBACK COLLEGE  
JANUARY 22, 2008**

<b><u>VENDORS</u></b>	<b><u>AMOUNT</u></b>
<b>COLORADO TIMING SYSTEMS Loveland, CO</b>	<b>(1) \$ 83,856.44</b>
<b>DAKTRONICS Anaheim, CA</b>	<b>93,031.35</b>
<b>CHIEF NEON SIGN CO. Los Angeles, CA</b>	<b>106,175.76</b>

**(1) RECOMMENDED AWARD**

**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Saddleback College: Student Nurse Organization: Faculty and Student Travel

**ACTION:** Approval

---

### **BACKGROUND**

The Saddleback College Nursing Program is committed to providing high quality education and a full range of intellectual activities for the students. CNSA (California Nursing Students Association) and NSNA (National Student Nurses Association) are organizations which mentor the professional development of future nurses and facilitate their entrance into the profession by providing educational resources, leadership opportunities, and career guidance. Saddleback College has made a commitment through the years to support activities that enhance effective student leadership. For this activity the student nurses will be participating in leadership activities on a national level.

### **STATUS**

The (NSNA) National Student Nurses Association's 56th Annual Conference will take place in Grapevine, Texas. The convention includes programs that specifically explore specialty nursing areas and career issues for nursing students. The students will have the opportunity to hear and discuss health care issues and trends; obtain assistance to pass the NCLEX-RN Exam; obtain information about graduate school opportunities; meet with representatives from health care; and learn how to become more involved with health care issues on a local, state, and national level.

In addition the students will be involved in learning more about the Breakthrough to Nursing Project which helps to mentor prospective nursing students, as well as, promote more visibility of nursing students in the community. The conference will also assist in further enhancing their self confidence to meet the expectations and challenges in the world of the profession of nursing.

A group of sixteen to twenty students are planning to attend and will be accompanied by Phillis Kucharski, the Faculty Advisor for the Saddleback College Chapter of the California Nursing Student Association (CNSA). The dates of this convention are March 23-30, 2008. Funds for the convention have been approved by the Associated Student Government through the Associated Student body budget and the Foundation in an amount not to exceed \$14,830.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve NSNA Conference attendance in Grapevine, Texas for one Nursing Faculty and the attendance of sixteen to twenty nursing students in an amount not to exceed \$14,830.

Item Submitted By: *Dr. Richard D. McCullough, President*



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** ATEP: Change Order Request No. 8: Completion of Relocatable Classroom Buildings

**ACTION:** Approval

---

**BACKGROUND**

On March 27, 2006, the Board of Trustees approved a contract with Resun Leasing, Inc., later renamed ModSpace, for the completion of Relocatable Classroom Buildings at ATEP for the amount of \$3,292,302.84. Previously approved change orders increased the contract amount by \$98,314.25 for a revised total of \$3,391,342.09 and added 53 days to the contract completion time.

**STATUS**

EXHIBIT A describes the modifications to the contract with ModSpace contained in Change Order Request No. 8. The change order increases the present contract amount by \$2,960.00. The revised total contract amount is \$3,394,302.09 with 0 additional days added to the completion time.

The total change orders are at 3.10% of the original contract amount.

Funds are available in the approved project budget which is \$8,160,983.00.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve Change Order Request No. 8 (EXHIBIT A) for the Completion of Relocatable Classroom Buildings with ModSpace at ATEP, increasing the amount of the contract by \$2,960.00. The total revised contract amount is \$3,394,302.09.

**CHANGE ORDER No. 8**

January 22, 2008

EXHIBIT A

Page 1 of 1

**FOR  
THE LAUNCH OF ATEP**

No.	Date	Description	Requested	Status	Days	Amount
	10/9/2007	Caulk sharp corners at building and at doors	District	ATP	0	\$2,960.00
TOTAL THIS CHANGE ORDER					0	\$2,960.00

**ORIGINAL CONTRACT & PRIOR BOARD APPROVED CHANGE ORDERS**

293 \$3,391,342.09

**REVISED CONTRACT**

293 \$3,394,302.09

ATP = Authorized to Proceed

NCP = No Change in Price

PP = Price Proposal

CP = Credit Proposal

T M = Time and Material



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** ATEP: Agreement for Architectural Services for Landscape Modifications of Parkway Plantings

**ACTION:** Approval

---

**BACKGROUND**

In 2004, the conveyance of part of the former Tustin MCAS to the South Orange County Community College District was completed. At that site, the District developed the Advanced Technology & Education Park (ATEP).

In fall of 2007, the City of Tustin expressed dissatisfaction with the drought tolerant plant palette and gravel infill found at ATEP and requested that a copy of landscape plans approved by the City of Tustin be provided back to them.

**STATUS**

The City of Tustin has provided the District with their "Landscape Pallet and Backbone Street Plan Pallet" and they have required that the streetscape at ATEP be revised to conform to this pallet.

RJM Design Group, Inc. has submitted a proposal to provide architectural services for the Landscaping Modifications of Parkway Plantings at ATEP for a fee of \$25,845. RJM Design Group Inc. worked with the City and the District to develop the City's landscaping plan adjacent to ATEP and staff is satisfied that they are qualified to provide these services.

Funds are available in the ATEP project budget.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve an agreement (EXHIBIT A) with RJM Design Services Inc. to provide architectural services for the Landscaping Modifications of Parkway Plantings at ATEP in the amount of \$28,845.00.

## ARCHITECTURAL SERVICES AGREEMENT

This AGREEMENT is made and entered into this 6<sup>th</sup> day of January in the year 2008, between the **South Orange County Community College District**, 28000 Marguerite Parkway, Mission Viejo, California 92692, hereinafter referred to as "DISTRICT", and RJM Design Group, Inc., 31591 Camino Capistrano, San Juan Capistrano, CA, 92675, hereinafter referred to as "ARCHITECT";

WHEREAS, DISTRICT desires to obtain architectural services for the ATEP Landscaping Modifications, hereinafter referred to as "PROJECT"; and

WHEREAS, ARCHITECT is fully licensed to provide architectural services in conformity with the laws of the State of California;

NOW, THEREFORE, the parties hereto agree as follows:

### ARTICLE I - ARCHITECT'S SERVICES AND RESPONSIBILITIES

1. The ARCHITECT's services shall consist of those services performed by the ARCHITECT, ARCHITECT's employees and ARCHITECT's consultants as enumerated in Articles II and III of this AGREEMENT.

2. The ARCHITECT's services shall be performed in a manner which is consistent with professional skill and care and the orderly progress of the work. The ARCHITECT represents that he/she will follow the standards of his/her profession in performing all services under this AGREEMENT. Upon request of the DISTRICT, the ARCHITECT shall submit for the DISTRICT's approval a schedule for the performance of the ARCHITECT's services. The schedule may be adjusted as the PROJECT proceeds by mutual written agreement of the parties and shall include allowances for time required for the DISTRICT's review and for approval by authorities having jurisdiction over the PROJECT. The time limits established by this schedule shall not, except for reasonable cause, be exceeded by the ARCHITECT.

3. The services covered by this AGREEMENT shall be completed within 3 months of the date of this AGREEMENT with the exception of the plant maintenance period.

### ARTICLE II - SCOPE OF ARCHITECT'S SERVICES

#### General

The ARCHITECT's services consist of those described in paragraphs 2 through 27 of Article II, and include normal architectural and landscaping services and any other engineering services except those engineering services provided by the DISTRICT and necessary to produce a reasonably complete and accurate set of construction documents, packaged as one set, all inclusive and as described in the following scope description. The ARCHITECT shall submit a list of qualified engineers as needed for the PROJECT for the DISTRICT's approval. ARCHITECT shall ensure that each engineer places his or her name, seal and signature on all drawings and specifications prepared by said engineer.



### Scope Description

1. Provide design modification and construction documentation for existing landscaping for the ATEP campus at two locations: 1) the area between the buildings and Landsdowne Road and 2) the area located between the existing parking lot and Landsdowne Road, between the existing parking lot and Valencia Avenue to be in conformance with the City of Tustin requirements as identified in the City of Tustin Landscape Framework and Backbone Street Plan Palette (see exhibit C) The design and detail of the irrigation system will utilize to the extent possible, the existing onsite improvements (controller station, main line alignment, etc.).

2. Provide one preliminary design for review and approval by the City of Tustin, The construction documents will advance depending upon decisions made during the City of Tustin review.

### Preliminary Design

1. The ARCHITECT shall meet with and ascertain the DISTRICT's needs and the requirements of the PROJECT and shall provide a written understanding of such needs and requirements approved by the DISTRICT, prior to drafting preliminary designs for the PROJECT.

2. The ARCHITECT shall provide a written preliminary evaluation of the DISTRICT's PROJECT, schedule and construction budget requirements, each in terms of the other, subject to the limitations set forth in Article V.

3. The ARCHITECT shall join the DISTRICT in a presentation of the preliminary design proposal for review and approval by the City of Tustin.

### Construction Documents

1. Based on the approved Preliminary Design and any further adjustments authorized by the DISTRICT, the ARCHITECT shall prepare, for approval by the DISTRICT, Construction Documents consisting of drawings and specifications setting forth in detail the requirements for the construction of the PROJECT. The plan set is anticipated to include:

#### Description

Title Sheet	1
Irrigation Plan and Details	3
Planting Plan and Details	2
Total	6

The technical specifications will utilize 'Greenbook' format of standard specifications for public works construction. General conditions will be provided by the DISTRICT.

2. The ARCHITECT shall file documents required and obtain approval of governmental authorities having jurisdiction over the PROJECT with the DISTRICT's assistance. The DISTRICT shall pay all fees required by such governmental authorities.

3. During the timeframe required for plan approval by the authorities having jurisdiction, the ARCHITECT shall submit a final statement of probable construction costs to the DISTRICT, including advise for cost savings and bid alternates if the project has the potential of bidding over budget.

#### Bid/Award

1. The ARCHITECT, following the DISTRICT's approval of the Construction Documents and completion of the final evaluation of probable construction cost, shall assist the DISTRICT in obtaining bids for the PROJECT.

2. The ARCHITECT shall prepare all necessary bidding information and bidding forms required by the DISTRICT and shall work with the DISTRICT to merge and incorporate the DISTRICT's general conditions into the Contractor's contract documents. Specifications shall include a requirement that the Contractor provide operation manuals and adequate training for the DISTRICT in the care of all design elements and systems installed by the Contractor, shall be part of the bid documents prepared by the ARCHITECT.

3. The DISTRICT shall provide for the public advertisement of the bid and after receipt of originals from the ARCHITECT, will provide for copies of bid documents and arrange for receipt by interested contractors.

4. The ARCHITECT shall attend a pre-bid conference to brief all parties concerned with general and special requirements of the contract for construction. Attendees shall include representatives from the DISTRICT, the ARCHITECT and subconsultants if needed, potential contractors and subcontractors. The City of Tustin will be invited to attend at their discretion.

5. If the lowest bid for the PROJECT varies from the budget by more than ten percent (10%), if requested the ARCHITECT, in consultation with and at the direction of the DISTRICT, shall provide such modifications in the Construction Documents as necessary to bring the cost of the PROJECT to within this budget tolerance.

#### Construction Administration

1. The ARCHITECT's responsibility to provide services for the construction of the PROJECT commences with the award of a construction contract and terminates upon completion of all necessary close out requirements from authorities having jurisdiction and at the issuance to the DISTRICT of the final certificate for payment by the ARCHITECT.

2. The ARCHITECT shall provide administration of the construction contract as set forth below. The ARCHITECT shall coordinate construction performed by a single general contractor and their subcontractors. The ARCHITECT shall coordinate administration with the inspector required by the authority having jurisdiction.



3. The ARCHITECT shall have authority to act on behalf of the DISTRICT only to the extent provided in this AGREEMENT. The duties, responsibilities and limitations of authority of the ARCHITECT shall not be restricted, modified or extended without written agreement between the DISTRICT and ARCHITECT.

4. The ARCHITECT shall be the DISTRICT's representative during construction and shall advise and consult with the DISTRICT until final payment to the Contractor is signed and punch list items are completed.

5. The ARCHITECT shall attend a pre-construction conference to brief all parties concerned with general and special requirements of the contract for construction. Procedural matters, routing of information, and project representatives shall be defined. Attendees shall include representatives from the DISTRICT, the ARCHITECT and their sub-consultants, the contractor and all major subcontractors. The City of Tustin will be invited to attend at their discretion.

6. The ARCHITECT, and its consultants as needed, shall visit no more than twice while work is in progress, to observe the site and work; to familiarize himself/herself with the progress and quality of the work; and to determine for the DISTRICT's benefit and protection if the work is proceeding in accordance with the construction contract and schedule. On the basis of his/her onsite observations and observation as an ARCHITECT, the ARCHITECT shall keep the DISTRICT informed of the progress and quality of the work and he/she shall use reasonable care to guard the DISTRICT against defects and deficiencies in the work and against the Contractor's failure to carry out the work in accordance with the construction contract and the schedule. The ARCHITECT shall provide services made necessary by major defect or deficiencies in the work of the Contractor which through reasonable care should have been discovered by the ARCHITECT and promptly reported to the DISTRICT and Contractor but which he/she failed to do.

7. The ARCHITECT shall have access to the work at all times.

8. The ARCHITECT shall review and certify the amounts due the Contractor. The ARCHITECT's certification for payment, on approved DISTRICT form, shall constitute a representation to the DISTRICT, based on the ARCHITECT's observations at the site, that the work has progressed to the point indicated, that quality of the work is in accordance with the construction contract and that the Contractor is entitled to payment in the amount certified.

9. The ARCHITECT shall reject work which does not conform to the construction contract. The ARCHITECT has authority to require additional inspection or testing of the work in accordance with the provisions of the construction contract, whether or not such work is fabricated, installed or completed.

10. The ARCHITECT shall review and approve or take other appropriate action upon Contractor's submittals of shop drawings, product data, and samples for the purpose of checking for conformance with the construction contract. The ARCHITECT shall respond to all submittals so as to cause no delay in the work and no later than fourteen (14) calendar days after receipt. When certification of performance characteristics of materials, systems or equipment is required by the construction contract, the ARCHITECT shall be entitled to rely



upon such certification to establish that the materials, systems or equipment will meet the performance criteria required by the construction contract.

11. The ARCHITECT shall prepare change orders with supporting documentation and data for the DISTRICT's approval and execution in accordance with the construction contract, and may authorize minor changes in the work not involving an adjustment in the contract sum or an extension of time. The ARCHITECT shall evaluate and make written recommendations regarding Contractor's proposals for possible change orders. ARCHITECT shall review and approve as complete a set of reproducible record drawings showing significant changes in the work made during construction based on marked-up prints, drawings and other data furnished by the Contractor to the ARCHITECT.

12. The ARCHITECT shall evaluate the performance of the Contractor under the requirements of the construction contract when requested in writing by the DISTRICT.

13. The ARCHITECT shall provide services in connection with evaluating substitutions proposed by the Contractor and making subsequent revisions to drawings, specifications and other documentation resulting from same. All substitution requests must be approved by the DISTRICT.

14. The ARCHITECT shall evaluate and render written recommendations, within a reasonable time on all claims, disputes or other matters at issue between the DISTRICT and Contractor relating to the execution or progress of the work as provided in the construction contract.

15. The ARCHITECT shall comply with all federal, state and local laws, rules, regulations and ordinances that are applicable to the DISTRICT's PROJECT.

#### Project Close Out

1. The ARCHITECT shall inspect the PROJECT to determine the date of final completion, receive and forward to the DISTRICT for the DISTRICT's review all written warranties and related documents required by the construction contract and issue a final certificate for payment upon compliance with the requirements of the construction contract.

2. The ARCHITECT and their sub consultants shall conduct a punch list walk with the contractor to review the entire facility for conformance with the contract documents. A final punch list will be published and distributed by the ARCHITECT within forty-eight (48) hours of performing the walk. The ARCHITECT will distribute copies to contractor, the DISTRICT, and the inspector if applicable. The punch list will specifically note all required corrections, non conforming work, and work remaining to be completed.

3. The ARCHITECT shall perform a final meeting to perform a second walk through on the punch list items and finalize all outstanding paperwork with the contractor including an evaluation of retention release. In the event that work is not completed within the 35 days after Notice of Completion is filed with the Board, the ARCHITECT will assign a value for any outstanding punch list items.



4. The ARCHITECT shall complete or manage the completion of all necessary documentation to allow for the authority having jurisdiction to sign off on the project as a completed project. Any and all close out documentation will be provided to the DISTRICT.

### ARTICLE III -ADDITIONAL ARCHITECT'S SERVICES

1. The ARCHITECT shall be given additional compensation for the services described in Article III.

2. The ARCHITECT shall notify the DISTRICT in writing of the need for additional services required due to circumstances beyond the ARCHITECT's control. ARCHITECT shall obtain written authorization from the DISTRICT before rendering such services. Compensation for such services shall be compensated based on attached standard hourly rates. Such services shall include:

- a. Making material revisions in drawings, specifications or other documents when such revisions are required by the enactment or revision of laws, rules or regulations subsequent to the preparation of such documents, unless same could have been reasonably known at the time of design.
- b. Providing services required because of significant changes in the PROJECT including, but not limited to, size, quality, complexity, or the DISTRICT's schedule, except for services required under Article V, paragraph ten (10).
- c. Preparing drawings, specifications and other documentation and supporting data, and providing other services in connection with change orders required by causes beyond the control of the ARCHITECT.
- d. Providing consultation concerning replacement of work damaged by fire and furnishing services required in connection with the replacement of such work.
- e. Providing services made necessary by the default of the Contractor, by major defects or deficiencies in the work of the Contractor, or by failure of performance of either the DISTRICT or Contractor under the construction contract.
- f. Providing services in connection with an arbitration proceeding or legal proceeding except where the ARCHITECT is a party thereto.
- g. Providing services in connection with the work of consultants retained by the DISTRICT unless clearly specified as required for coordination efforts of the PROJECT.
- h. Providing interior design and other similar services required for or in connection with the selection, procurement or installation of furniture, furnishings and related equipment.

- i. Providing assistance in the utilization of equipment or systems such as testing, adjusting and balancing, preparation of operation and maintenance manuals, training personnel for operation and maintenance and consultation during operation.
- j. Providing services after issuance to the DISTRICT of the final certificate for payment except as provided in Article VIII, paragraph 6.
- k. Providing services of consultants for engineering required beyond the defined PROJECT scope or those specifically identified as excluded from this AGREEMENT.
- l. Providing any other services not otherwise included in this AGREEMENT or not customarily furnished in accordance with generally accepted architectural practice.

3. If authorized in writing by DISTRICT, ARCHITECT shall provide one or more project representatives to assist in carrying out more extensive representation at the site than is described in this AGREEMENT. The project representative(s) shall be selected, employed and directed by the ARCHITECT, and the ARCHITECT shall be compensated therefore as agreed by the DISTRICT and ARCHITECT. Through the observations of such Project Representative(s), the ARCHITECT shall endeavor to provide further protection for the DISTRICT against defects and deficiencies in the work, but the furnishing of such project representation shall not modify the rights, responsibilities or obligations of the ARCHITECT as described elsewhere in this AGREEMENT. Such services shall be compensated based on the attached standard hourly rates.

#### ARTICLE IV - DISTRICT'S RESPONSIBILITIES

1. The DISTRICT shall provide to the ARCHITECT full information regarding requirements for the PROJECT, including information regarding the DISTRICT's objectives, schedule, constraints and criteria.

2. The DISTRICT shall prepare a current overall budget for the PROJECT, including the construction cost. This step may be considered complete with the approval of the preliminary budget provided by the ARCHITECT or may be submitted in advance of receipt of the preliminary budget.

3. The DISTRICT shall appoint a representative authorized to act on the DISTRICT's behalf with respect to the PROJECT. The DISTRICT or its authorized representative shall render decisions in a timely manner pertaining to documents submitted by the ARCHITECT.

4. The DISTRICT shall give prompt written notice to the ARCHITECT if the DISTRICT becomes aware of any fault or defect in the PROJECT or nonconformance with the construction contract. However, the DISTRICT's failure or omission to do so shall not relieve the ARCHITECT of his/her responsibilities hereunder and the DISTRICT shall have no duty to observe or investigate the PROJECT.



ARTICLE V - COST OF CONSTRUCTION

1. The construction cost shall be the total estimated cost to the DISTRICT of all elements of the PROJECT designed or specified by the ARCHITECT.
2. During the Preliminary Design and Construction Document phases, construction cost shall be determined by the DISTRICT's approved budget for the PROJECT after initial ARCHITECT preliminary evaluation is approved by the DISTRICT.
3. During the bidding phase, construction cost shall be determined by the lowest responsible bid.
4. During construction, construction cost shall be determined by the contract sum or as amended by any change orders approved by the DISTRICT.
5. Construction cost does not include the compensation of the ARCHITECT and ARCHITECT's consultants, or other costs which are the responsibility of the DISTRICT.
6. The ARCHITECT's evaluations of the DISTRICT's PROJECT budget, preliminary statement of probable construction costs and detailed statement of probable construction cost, if any, represent the ARCHITECT's best judgment as a professional familiar with the construction industry. Updated statements of probable costs will take into account:
  - a. Changes in materials or details of construction which have occurred during preparation of the Construction Documents
  - b. Known changes in the cost of materials, labor and services since preparation of the previous statement of probable cost
  - c. Adjustments for known or anticipated changes in the bidding market relative to the PROJECT
  - d. Revisions to the final statement of probable construction costs related to revisions in response to City and DISTRICT comments.
7. Any PROJECT budget or fixed limit of construction cost shall be adjusted if the bidding has not commenced within ninety (90) days after the ARCHITECT submits the Construction Documents to the DISTRICT, to reflect changes in the general level of prices in the construction industry between the date of submission of the Construction Documents to the DISTRICT and the date on which bids are sought for the PROJECT.
8. If the lowest bid received exceeds the fixed limit of construction costs by greater than the allowance per this AGREEMENT, the DISTRICT shall:
  - a. give written approval of an increase of such fixed limit;
  - b. authorize rebidding of the PROJECT within a reasonable time;
  - c. if the PROJECT is abandoned, terminate it in accordance with Article VII, paragraph 3; or



- d. cooperate in revising the PROJECT scope and quality as required to reduce the construction cost for rebidding.

9. If the DISTRICT chooses to proceed under paragraph 8(d), the ARCHITECT, without additional charge, shall modify the construction contract as necessary to comply with the fixed limit.

#### ARTICLE VI - ARCHITECT'S DRAWINGS AND SPECIFICATIONS

The drawings, specifications and other documents prepared by the ARCHITECT for this PROJECT shall be and remain the property of the DISTRICT pursuant to Education Code Section 17316. Such drawings and specifications and other documents supplied as herein required shall be the property of the DISTRICT whether or not the work for which they were made is executed. The ARCHITECT grants to the DISTRICT the right to reuse all or part of the fore mentioned documents at its sole discretion for the construction of all or part of this or another PROJECT constructed for the DISTRICT. The DISTRICT is not bound by this AGREEMENT to employ the services of ARCHITECT in the event such documents are reused. ARCHITECT grants to the DISTRICT the right to copy, use, modify, and reuse any and all copyrights and designs embodied in the plans, specifications and other documents prepared or caused to be prepared by the ARCHITECT pursuant to this AGREEMENT.

#### ARTICLE VII – TERMINATION

1. This AGREEMENT may be terminated without cause by the DISTRICT upon not less than seven (7) days written notice to the ARCHITECT. This AGREEMENT may be terminated by either party upon not less than seven (7) days written notice should the other party fail substantially to perform in accordance with the terms of this AGREEMENT through no fault of the party initiating the termination.

2. If the PROJECT is suspended by the DISTRICT for more than ninety (90) consecutive days, the ARCHITECT shall be compensated for services satisfactorily performed prior to such suspension. When the PROJECT is resumed, the ARCHITECT's compensation shall be equitably adjusted to provide for expenses incurred in the interruption and resumption of the ARCHITECT's services.

3. If the DISTRICT abandons the PROJECT for more than ninety (90) consecutive days, the ARCHITECT shall be compensated for services satisfactorily performed prior to the abandonment and ARCHITECT may terminate this AGREEMENT by giving not less than seven (7) days written notice to the DISTRICT.

4. The DISTRICT's failure to make payments to the ARCHITECT in accordance with this AGREEMENT shall be considered substantial nonperformance and cause for termination by the ARCHITECT.

5. In the event the DISTRICT fails to make timely payment, the ARCHITECT may, upon seven (7) days written notice to the DISTRICT, suspend performance of services under this AGREEMENT. Unless payment in full is received by the ARCHITECT within fifteen (15) days of the date of the notice, the suspension shall take effect without further



notice. In the event of a suspension of services, the ARCHITECT shall have no liability to the DISTRICT for delay or damage caused the DISTRICT because of such suspension of services.

6. Upon termination, the District's total obligation to the Architect shall be limited to the payment for all services already provided by the Architect in accordance with this Agreement prior to the effective date of the termination, subject to the District's offset rights as provided in the event of ARCHITECT'S default.

7. In the event of termination due to the fault of ARCHITECT, ARCHITECT shall receive only compensation due for services rendered in accordance with this AGREEMENT prior to the date of termination. The ARCHITECT is liable for all damages losses, expenses and costs (including reasonable attorney fees and costs) suffered or incurred by the DISTRICT due to the ARCHITECT's failure to perform as provided in the AGREEMENT.

#### ARTICLE VIII - COMPENSATION TO THE ARCHITECT

The DISTRICT shall compensate the ARCHITECT as follows:

1. For ARCHITECT services, as described in Article II, compensation shall be twenty three thousand five hundred and forty five and 00/100 dollars (\$23,545.00) with a reimbursable allowance of two thousand and three hundred and 00/100 dollars (\$2,300.00) (See Exhibit B):

Progress payments for ARCHITECT services in each phase shall total the following percentages of the total compensation payable:

Preliminary Phase	25%
Construction Documents Phase	40%
Bidding Phase	10%
Construction Phase	20%
Close Out Phase	<u>5%</u>
Total Compensation	100%

2. This compensation shall be compensation in full for all services performed by the ARCHITECT under the terms of this AGREEMENT, except where additional compensation is agreed upon between the ARCHITECT and DISTRICT in writing as provided for as additional services.

3. Payments for ARCHITECT services shall be made monthly and, where applicable, shall be in proportion to services performed within each phase of service, on the basis set forth in paragraph 1.

4. Payments are due and payable upon receipt of the ARCHITECT's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the legal rate prevailing at the time at the site of the PROJECT.

5. To the extent that the time initially established for the completion of ARCHITECT's services is exceeded or extended through no fault of the ARCHITECT, compensation for any services rendered during the additional period of time shall be computed at standard hourly rates per Exhibit A.

6. Reimbursable Expenses incurred beyond the amount identified in this AGREEMENT by the ARCHITECT and ARCHITECT's employees and consultants in the interest of the PROJECT shall have prior DISTRICT written approval before incurred and records of such expenses shall be provided to DISTRICT for the DISTRICT's review.

a. Reimbursable expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and Architect's employees and consultants in the interest of the Project.

b. Reimbursable expenses shall be expense of transportation in connection with the Project; expenses in connection with authorized out-of-town travel; long-distance communications; and fees paid for securing approval of authorities having jurisdiction over the Project. ARCHITECT's normal travel expense are excluded.

c. Expense of reproductions, except those needed for the use of the ARCHITECT and his or her consultants, postage and handling of Drawings, Specifications and other documents are reimbursable upon DISTRICT's prior written approval.

d. If authorized in advance in writing by the DISTRICT, expense of overtime work requiring higher than regular rates will be reimbursed.

e. Expense of renderings, models and mock-ups requested by the DISTRICT if not part of ARCHITECT's Basic Services will be reimbursed.

f. For reimbursable expenses, compensation shall be computed at a multiple of one point one (1.1 %) times the expenses incurred by the Architect, the Architect's employees and consultants in the interest of the Project.

g. For additional services of consultants, compensation shall be computed at a multiple of one point one (1.1%) times the amounts billed to the ARCHITECT for such services.

#### ARTICLE IX - INDEMNIFICATION

1. To the fullest extent permitted by law, the ARCHITECT agrees to indemnify, defend and hold the DISTRICT entirely harmless from all liability arising out of:

a. any and all claims under workers' compensation acts and other employee benefit acts with respect to ARCHITECT's employees or his/her subcontractor's employees arising out of ARCHITECT's work under this AGREEMENT; and



b. any and all claims for damages because of personal injury or death or damages to property, or other costs and charges, directly or indirectly arising out of or attributable to, in whole or in part, to ARCHITECT's negligent acts, errors and/or omissions in the performance of his/her obligations as stated in this AGREEMENT, or the negligent acts, errors and/or omissions of ARCHITECT's consultants, employees or agents in the performance of their obligations as stated in this AGREEMENT. The coverages of such indemnification shall include, without limitation attorneys' fees and court costs incurred by DISTRICT with regard thereto. Said indemnity is intended to apply during the period of this AGREEMENT of ARCHITECT's performance and shall survive the expiration or termination of this AGREEMENT until such time as action against DISTRICT on account of any matter covered by such waiver or indemnity is barred by the applicable statute of limitations.

#### ARTICLE X - INSURANCE

1. The ARCHITECT shall purchase and maintain insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to DISTRICT. These policies of insurance will protect the ARCHITECT and the DISTRICT from claims which may arise out of or result from the ARCHITECT's actions or inactions relating to the AGREEMENT, whether such actions or inactions be by themselves or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:

- a. Statutory workers' compensation and employers' liability
- b. Comprehensive general and auto liability insurance with limits of not less than \$1,000,000 combined single limit, bodily injury and property damage liability per occurrence, including:
  1. owned, non-owned and hired vehicles;
  2. blanket contractual;
  3. broad form property damage;
  4. products/completed operations; and
  5. personal injury.
- c. Professional liability insurance, including contractual liability, with limits of \$1,000,000. Such insurance shall be maintained during the term of this AGREEMENT and renewed for a period of at least five (5) years thereafter if available to the professional and/or at rates consistent with the time of execution of this AGREEMENT adjusted for inflation. In the event that ARCHITECT subcontracts or assigns any portion of his/her duties, he/she shall require any such subcontractor to purchase and maintain insurance coverage as provided in this subparagraph.
- d. Each policy of insurance required in (a) and (b) above shall name the DISTRICT and its officers, agents and employees as additional insureds; shall state that, with respect to the operations of the ARCHITECT hereunder, such policy is primary and any insurance carried by the DISTRICT is excess and non-contributory with such primary insurance; a separately written and signed



endorsement shall state that not less than thirty (30) days' written notice shall be given to DISTRICT prior to cancellation; and, shall waive all rights of subrogation. The ARCHITECT shall notify the DISTRICT in the event of material change in, or failure to renew, each policy.

e. Prior to commencing work, the ARCHITECT shall deliver to the DISTRICT certificates of insurance as evidence of compliance with the requirements herein. In the event the ARCHITECT fails to secure or maintain any policy of insurance required hereby excepting professional liability, DISTRICT may, at its sole discretion, secure such policy of insurance in the name of and for the account of the ARCHITECT, and in such event the ARCHITECT shall reimburse the DISTRICT upon demand for the cost thereof.

#### ARTICLE XI - MISCELLANEOUS

1. The ARCHITECT shall make a written record of all meetings, conferences, discussions and decisions made between or among the DISTRICT, ARCHITECT and Contractor during all phases of the PROJECT and concerning any material condition in the requirements, scope, performance and/or sequence of the work. The ARCHITECT shall provide a copy of such record to the DISTRICT, and Contractor upon request.

2. ARCHITECT, in the performance of this AGREEMENT, shall be and act as an independent contractor. ARCHITECT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. The ARCHITECT assumes the full responsibility for the acts and/or omissions of his or her employees or agents as they relate to the services to be provided under this AGREEMENT. The ARCHITECT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes for the respective ARCHITECT's employees.

3. Unless otherwise provided in this AGREEMENT, the ARCHITECT and ARCHITECT's consultants shall have no responsibility for the presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the PROJECT site, including, but not limited to, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

4. Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of any third party against either the DISTRICT or the ARCHITECT.

5. The DISTRICT and the ARCHITECT, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this AGREEMENT with respect to the terms of this AGREEMENT. Neither the DISTRICT nor the ARCHITECT shall assign this AGREEMENT without the written consent of the other.

6. This AGREEMENT shall be governed by the laws of the State of California.



7. This AGREEMENT represents the entire AGREEMENT between the DISTRICT and the ARCHITECT and supersedes all prior negotiations, representations or agreements, either written or oral. This AGREEMENT may be amended or modified only by an agreement in writing signed by both the DISTRICT and the ARCHITECT. This AGREEMENT entered into as of the day and year first written above.

DISTRICT

ARCHITECT

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

Gary Poertner  
\_\_\_\_\_  
(Printed name)

\_\_\_\_\_  
(Printed name)

Deputy Chancellor  
\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

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

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

EXHIBIT A

CONSULTANTS STANDARD HOURLY FEE SCHEDULE

**RJM Design Group, Inc.**

Principal Landscape Architect	\$145 - \$165/hour
Associate Landscape Architect	\$130 - \$140/hour
Landscape Architect/Project Manager	\$115 - \$125/hour
Job Captain/Landscape Designer	\$100 - \$110/hour
CADD Technician	\$ 85 - \$ 95/hour
Draftsperson	\$ 70 - \$ 80/hour
Word Process	\$ 55 - \$ 65/hour

**Water Concern**

Principal	\$125/hour
CADD Technician	\$95/hour



EXHIBIT B

BASIC FEE SCHEDULE

Preliminary Design	5,980
Construction Documents	11, 930
Bidding	1,955
Construction Services	3,680
	<b>23,545</b>
Reimbursable	2,300
	<b>25,845</b>

EXHIBIT C

CITY OF TUSTIN  
LANDSCAPE FRAMEWORK AND BACKBONE STREET PLAN PALETTE

See Attached



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Saddleback College and Irvine Valley College: Speakers

**ACTION:** Approval

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**BACKGROUND**

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

**STATUS**

Administrative Regulation 6140 requires that the Board of Trustees be notified, at each board meeting, of speakers who have been invited to speak and/or who have spoken at any college or center since the last board meeting. In addition, all travel expenses and/or honorarium must be recommended by the College President or Chancellor 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 honorarium and travel expenses as shown in Exhibit A.

**SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT//PROVOST**

**SADDLEBACK COLLEGE**

<b>Date of Presentation</b>	<b>Speaker Name</b>	<b>Topic</b>	<b>Brief Biography</b>	<b>General Fund Cost (Honorarium/Travel)</b>
1/24/08	Terrell Fletcher	Peace and Understanding	Senior Pastor, Founder of City of Hope Int'l Church. Former Running Back for San Diego Chargers	\$2,000 Foundation
2/01/08	Michael Hall	Title Forthcoming	Pacific Symphony & Music Director, Youth Orchestra	\$100
2/07/08	Eric Hilden	Professional Development Human Services	Saddleback College Manager of Career Services	.00
2/21/08	Honorable Willie Brown	Black History Month	Speaker of the California Assembly, Former Mayor of San Francisco, Attorney and Author	\$5,500 Foundation
2/26/08	Lanita Jacob-Huey	African American Women's Hair and Cultural Identity	Prof. Jacobs-Huey is an Assistant Professor of Anthropology and American Studies at USC. She received her PhD in linguistic anthropology from UCLA in 1999. She has won an NSF Grant and Wenner-Gren Foundation Grant, a Ford Dissertation Scholarship and a UCLA Center for African American Studies Research Grant. Her publications include "Remembering Chrissy: EnGendering Knowledge, Difference, and Power in Women's Hair Care Narratives" and "How Do YOU Wear Your Hair: Establishing Racial	\$500. ASG Funds



			Identity, Consciousness and Community in an African American Listserv Group."	
4/11/08	Gerald Binder	Becoming a 21 <sup>st</sup> Century Noah	Instructor Psychology, English, Social Science	\$100
4/24/08	Eric Hilden	Professional Development Human Services	Saddleback College Manager of Career Services	.00
5/02/08	Dennis Silverman	Our Energy Future	Physics & Astronomy UCI	\$100
5/09/08	Ted Wells	Individual Lives, Collective Dreams	Architect	\$100

**IRVINE VALLEY COLLEGE**

<b>Date of Presentation</b>	<b>Speaker Name</b>	<b>Topic</b>	<b>Brief Biography</b>	<b>General Fund Cost (Honorarium/Travel)</b>
2/4/08	Byron Motley	Black Baseball	Byron Motley is a filmmaker, author, and performer. He will discuss stories about the history and legacy of the Negro Baseball Leagues	\$3,500 ASIVC Funds

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: 2009-2010 Academic Calendar  
**ACTION:** Approval

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**BACKGROUND**

The South Orange County Community College District Academic Calendar Committee convenes annually to review the development of the academic calendar. During the 2007-08 academic year, representatives from the governance groups studied calendar options for 2009-2010.

The District Academic Calendar Committee met on November 5, 2007, and voted to recommend a calendar for 2009-2010 (Exhibit A). The proposed 2009-2010 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.

**STATUS**

On December 10, 2007, the Board of Trustees accepted for review and study the proposed 2009-2010 Academic Calendar (Exhibit A).

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the proposed Academic Calendar for 2009-2010 (Exhibit A).



# SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

FALL SEMESTER 2009

SPRING SEMESTER 2010

**August 2009**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						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 2009**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		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 2009**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				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 2009**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
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 2009**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		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		

**ACADEMIC CALENDAR 2009-2010**

Saddleback College • Irvine Valley College  
Advanced Technology & Education Park

**LEGEND**

- Classes Not in Session
- Staff Development Days
- Final Examinations
- Sunday Classes Meet
- Saturday Classes Meet
- Faculty Contractual Days
- Classes Not in Session
- Instructional Days
- Holiday, Dist & College Closed
- \* Start of 8-Week Session
- \*\* Start of 6-Week Session
- † SC and IVC Commencement

**SUMMARY**

	Fall	Spring	Total
<i>Instructional Days</i>			
Monday	15	15	30
Tuesday	16	17	33
Wednesday	16	17	33
Thursday	15	16	31
Friday	14	15	29
<b>Subtotal</b>	<b>76</b>	<b>80</b>	<b>156</b>
Staff Development Days	5	4	9
Staff Contractual Days	1	2	3
Finals	5	5	10
<b>Total</b>	<b>87</b>	<b>91</b>	<b>178</b>

**SUMMER SESSION 2010****June 2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		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 2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				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 2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14

**January 2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					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 2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	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 2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
	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 2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				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 2010**

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						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					

South Orange County Community College District  
 SADDLEBACK COLLEGE • IRVINE VALLEY COLLEGE  
 ADVANCED TECHNOLOGY & EDUCATION PARK  
**ACADEMIC CALENDAR 2009-2010**

**FALL SEMESTER 2009**

- August 17-21 (Monday-Friday) ..... Staff Development Days
- August 24 (Monday) ..... Instruction Begins
- \* August 24-October 18 (Monday-Sunday)..... 8-Week Session
- September 7 (Monday) ..... Labor Day — Holiday
- \* October 19-December 13 (Monday-Sunday) ..... 8-Week Session
- November 13 (Friday)..... Veterans Day — Holiday
- November 26-27 (Thursday/Friday) ..... Thanksgiving — Holiday
- December 14-20 (Monday-Sunday) ..... Final Examinations
- December 21 (Monday) ..... Faculty Contractual Day/Classes Not in Session
- December 21-January 10 (Monday-Sunday) ..... Classes Not in Session
- December 23-January 3 (Wednesday-Sunday) ..... District/Colleges Closed
- December 25 (Friday)..... Christmas Day

**SPRING SEMESTER 2010**

- January 1 (Friday)..... New Year's Day Holiday
- January 5-8 (Tuesday-Friday)..... Staff Development Days
- January 11 (Monday)..... Instruction Begins
- \* January 11-March 21 (Monday-Sunday)..... 8-Week Session
- January 18 (Monday)..... Martin Luther King, Jr. — Holiday
- February 12 (Friday)..... Lincoln's Day — Holiday
- February 15 (Monday) ..... Washington's Day — Holiday
- March 14-20 (Sunday-Saturday)..... Spring Break/Classes Not in Session
- March 19 (Friday) ..... Friday of Spring Break — Holiday
- \* March 22- May 12 (Monday-Wednesday)..... 8-Week Session
- May 13 (Thursday)..... Faculty Contractual Day/Classes Not in Session
- May 14-20 (Friday-Thursday) ..... Final Examinations
- May 21 (Friday) ..... Faculty Contractual Day/Classes Not in Session
- † May 21 (Friday) ..... Irvine Valley College/Saddleback College Commencements

**SUMMER SESSION 2010**

- \*\* May 24-July 2 (Monday-Friday) ..... 6-Week Session
- \* May 24-July 16 (Monday-Friday) ..... 8-Week Session
- May 31 (Monday)..... Memorial Day — Holiday
- \* June 21-August 13 (Monday-Friday) ..... 8-Week Session
- July 5 (Monday)..... Fourth of July — Holiday
- \*\* July 6-August 13 (Tuesday-Friday)..... 6-Week Session



STATE OF CALIFORNIA

MARSHALL DRUMMOND, CHANCELLOR

**California Community Colleges  
System Office**

 1102 Q STREET  
 SACRAMENTO, CA 95814-6511  
 (916) 445-8752  
 HTTP://WWW.CCCCO.EDU


June 25, 2007

**TO:** District Superintendent/President

**FROM:** Frederick E. Harris, Assistant Vice Chancellor  
College Finance and Facilities Planning Division

**SUBJECT:** Mandated Holidays for Fiscal Years 2007-08, 2008-09, 2009-10 and 2010-11

**Synopsis:** A list of the official 2007-08 academic holidays, as specified by Education Code Section 79020, is provided for convenience in establishing your academic calendar. Also, for districts that wish to do long-range planning, included are the dates for fiscal years 2008-09, 2009-10 and 2010-11 holidays, based on the current statute (ECS 79020).

**Fiscal Year 2007-08**

July 4, 2007	(Wednesday)	Independence Day
September 3, 2007	(Monday)	Labor Day
November 12, 2007	(Monday)	Veterans Day (Observance)
November 22, 2007	(Thursday)	Thanksgiving Day
December 25, 2007	(Tuesday)	Christmas
January 1, 2008	(Tuesday)	New Year's Day
January 21, 2008	(Monday)	Dr. Martin Luther King, Jr. Day
February 8, 11, 12, or 15, 2008	(Friday, Monday, Tuesday, or Friday)	Lincoln Day
February 18, 2008	(Monday)	Washington Day
May 26, 2008	(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-

June 25, 2007

**Fiscal Year 2008-09**

July 4, 2008	(Friday)	Independence Day
September 1, 2008	(Monday)	Labor Day
November 10 or 11, 2008	(Monday or Tuesday)	Veterans Day
November 27, 2008	(Thursday)	Thanksgiving Day
December 25, 2008	(Thursday)	Christmas
January 1, 2009	(Thursday)	New Year's Day
January 19, 2009	(Monday)	Dr. Martin Luther King, Jr. Day
February 6, 12, or 13, 2009		
	(Friday, Thursday, or Friday)	Lincoln Day
February 16, 2009	(Monday)	Washington Day
May 25, 2009	(Monday)	Memorial Day

**Fiscal Year 2009-10**

July 3, 2009	(Friday)	Independence Day (Observance)
September 7, 2009	(Monday)	Labor Day
November 9, 11, or 13, 2009	(Monday, Wed. or Friday)	Veterans Day
November 26, 2009	(Thursday)	Thanksgiving Day
December 25, 2009	(Friday)	Christmas
January 1, 2010	(Friday)	New Year's Day
January 18, 2010	(Monday)	Dr. Martin Luther King, Jr. Day
February 12, 2010	(Friday)	Lincoln Day
February 15, 2010	(Monday)	Washington Day
May 31, 2010	(Monday)	Memorial Day

**Fiscal Year 2010-11**

July 5, 2010	(Monday)	Independence Day (Observance)
September 6, 2010	(Monday)	Labor Day
November 11 or 12, 2010	(Thursday or Friday)	Veterans Day
November 25, 2010	(Thursday)	Thanksgiving Day
December 24, 2010	(Friday)	Christmas (Observance)
December 31, 2010	(Friday)	New Year's Day (Observance)
January 17, 2011	(Monday)	Dr. Martin Luther King, Jr. Day
February 11 or 18, 2011	(Friday or Friday)	Lincoln Day (Observance)
February 21, 2011	(Monday)	Washington Day
May 30, 2011	(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: District/College Chief Business Officer  
 Chief Instructional Officer  
 Dean of Admissions and Records, Registrar  
 Chief Information System Officer  
 Erik Skinner  
 Elias Regalado



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: 2008-09 Sabbatical Leave Recommendations

**ACTION:** Approval

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### **BACKGROUND**

Under the authority of Article XXVI, Section H, of the Academic Employee Master Agreement, 26 semesters are available for sabbaticals for the 2008-09 academic year. Using the criteria of Article XXVI, 17 full-time faculty members have been recommended for sabbaticals for the 2008-09 year. The sabbatical applications and support information were forwarded to the SOCCCD Sabbatical Committee comprised of faculty and administrators representing both colleges and the district. Of the 17 proposals selected, 3 faculty members requested full-year sabbaticals. Of the 14 faculty members requesting single-semester sabbaticals, 4 requested sabbaticals for the Fall Semester 2008 and 10 for the Spring Semester 2009. According to Section I, Subsection A, of the Academic Employee Master Agreement, sabbaticals are allowed for the professional enhancement of the faculty member, which shall benefit the faculty member, his/her college, students, and/or the District.

### **STATUS**

The SOCCCD Sabbatical Committee has met and reviewed all requests for sabbaticals for the 2008-09 academic year. The committee, chaired by Dr. Tony Huntley, Professor, Mathematics, Science and Engineering, Saddleback College, and Dr. Andreea Serban, Vice Chancellor, Technology and Learning Services, voted to recommend the faculty members listed in Exhibit A for sabbaticals during the 2008-09 academic year. Budget planning will reflect provisions to accommodate the sabbatical teaching loads.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the recommended faculty members for sabbatical leave during the 2008-09 academic year as indicated in Exhibit A.

Items Submitted By: *Dr. Andreea M. Serban, Vice Chancellor, Technology & Learning Services*

South Orange County Community College District  
**2008-09 Sabbatical Leave Committee Recommendations**

1. **Maryam Azary**  
Counseling Services & Special Programs  
Saddleback College

**Fall Semester 2008**

*Title:* Procedures Manual for Crisis Intervention Team (CIT) at Saddleback College

*Goals:* The goal of this sabbatical project will be to create and update a procedures manual as a tool for maintaining and training the current and future CIT counselors. It is hoped that this procedures manual will create an organized set of guidelines that will serve as the basic groundwork for professional success and accountability.

*Objective:* The objective is to create a procedures manual with consideration of many regulatory laws governing the CIT counselors at Saddleback College. The study of the new trends and research will assist in providing sound future services and development of valuable guidelines.

*Activities:* The following activities are considered,

1. Literature review—Will offer comprehensive information on theories, methodologies, and strategies commonly used at the time of crisis.
2. Training seminar—Offered by the Crisis Prevention Institute. It is recognized that this institute is committed to helping organizations create and maintain safe and respectful environments through quality and meaningful training.
3. Associations—Will give access to current literature and research. It will provide accessible referrals to community professionals associated with the organizations.
4. Community college visit—Will allow access to already established community college programs in California. Additionally, will provide future team work, support, and feedback as valuable guidelines for future activities.

*Product:* A procedures manual with reference material will be offered to the Office of Counseling Services and Special Programs at Saddleback College.

2. **Carol Bander**  
Liberal Arts & Learning Resources  
Saddleback College

**Fall Semester 2008**

*Title:* Language and Culture Study in German-Speaking Countries and Observation/Travel in Non-Indo-European Speaking Lands (Japan, Laos, Viet Nam)



*Goals and Objectives:*

1. To improve my German and enhance awareness of current German culture (film, theater, art).
2. To attend a language course (either for instructors or personal) at either the Goethe Institute, Berlin, or Alpha (Vienna).
3. To experience the new Berlin and visit its many museums, theaters, cabarets.
4. To incorporate language learned, culture experienced and digital photographs in my lessons.
5. To glean new teaching techniques from my being a student.
6. To observe EFL being taught in Japan (Japan Advanced Institute of Science and Technology)

*Activities:* By attending a language course in either Germany or Austria, I will enhance my awareness of the present political, theatrical, artistic, and cultural scene, improve my German, and interact with native speakers. This also presents the opportunity to glean new teaching techniques. These plus digital photographs will be incorporated in my teaching of German. Finally, I will "experience" the new Berlin, the city where my grandparents, parents, and sister were born. By observing English classes at a Japanese Technical University, I will see English as a Foreign Language in action. Travel to developing Asian countries such as Laos and Viet Nam will enhance and deepen my understanding of the cultures from which many of our ESL students come.

*Products:*

1. Folder of new instructional techniques/ideas/resources
2. Digital Photos for use in instruction
3. Updating of my German language skills
4. Report on how English is taught at a Japanese university
5. Deeper personal understanding of our ESL students cultures.

**3. Dale Carranza**

**Spring Semester 2009**

Physical Sciences & Technologies  
Irvine Valley College

*Title:* Doctoral dissertation, first draft, entitled "Effective Practices in Community College Faculty Governance."

*Goals and Objectives:*

1. To exhaustively search the existing literature related to best practices in faculty governance of community colleges.
2. To complete the first draft of a dissertation directed toward best practices in faculty governance of community colleges.
3. To disseminate these findings to faculty members and other interested parties through the dissertation that will be made available to all.

*Activities:* After a thorough review of the existing literature that relates to faculty governance practices and structure currently found in community colleges, determination of best practices among those currently being used will occur. The

results of the literature search, including a detailed description of each best practice, will be developed into this dissertation.

As accreditation bodies continue to place more and more emphasis on refinement of college governance processes, standards that allow us to define and benchmark what constitutes an effective model for faculty governance structure and function become even more important. Supplying faculty with information regarding what does and what does not work in faculty governance has become more important recently in light of the new accreditation and strategic planning requirements. The hope is that adoption of some or all of the best practices discovered during the literature search and disseminated through the dissertation will help streamline the current faculty governance processes, making them more efficient and effective.

*Products:*

1. 10 detailed descriptions corresponding to best practices in community college faculty governance included in the dissertation.
2. The dissertation, first draft.
3. The potential for adoption of some or all recommended best practices by the faculty governance bodies.

4. **Shu-Yung Chen**  
Mathematics, Sciences & Engineering  
Irvine Valley College

**Spring Semester 2009**

*Title:* Development of Supplementary Worksheets for Calculus (Math 3A & Math 3B)

*Goals and Objectives:* To develop worksheets for calculus classes that will enable students to better meet course objectives.

*Activities:*

- \* Review calculus texts, software, PowerPoint presentations and websites to determine the appropriate format and generate ideas in developing worksheets.
- \* Discuss with colleagues to identify topics as more difficult for students learning in first-year calculus.
- \* Develop worksheets of problems with step-by-step instructions involving analysis, formulas, reasoning and problem-solving strategies.

*Product:* Minimum of 15 worksheets to be used in first-year calculus classes.

5. **David DiLeo**  
Social & Behavioral Sciences  
Saddleback College

**Spring Semester 2009**

*Title:* Limited War / Limited Peace

*Goals and Objectives:* The primary goal of this project is to analyze strategies for the termination of recent military conflicts, principally the Vietnam, Persian Gulf, and Iraq Wars. Secondary goals include discovering how the United States' political structure



reconciles popular democratic majorities (anti-war movements and opposition to wars expressed in public opinion polls) with stated military, diplomatic and political objectives.

- To make a determination about why resolution - - of even limited military conflicts - - tends to be protracted.
- To offer explanations, from a variety of perspectives, of the expedient means by which conflict termination is accomplished.
- To investigate third party contributions to various peace processes.
- To analyze the political language of peacemaking (rhetoric), and to measure it against the specific diplomatic arrangements of peacemaking (reality).

Activities:

- Collate the academic literature (monographs and journal articles) produced by diplomatic, political and military historians (preliminary bibliography attached).
- Send "requests for interviews" to direct participants in the negotiating process that brought to conclusion the Vietnam and Persian gulf Wars, and to those who are presently engaged in offering solutions to the Iraq conflict. Conduct a dedicated reading of 12-15 monographs and journal articles.
- Transcribe interviews and incorporate data and analysis. Complete reading. Draft manuscript for peer review.
- Incorporate peer recommendations into manuscript; revise and submit for publication to:
  - Harper's Magazine
  - The Virginia Papers on the Presidency
  - The Atlantic Monthly Magazine

Products: This sabbatical will analyze the endgame strategies of military conflicts in the past fifty years, trace the root structures of negotiated settlements, analyze the inevitable compromises with objectives that were made, and assess the consequences of the final resolutions that were achieved. It will pay particular attention, but will not be limited to, an analysis of the Vietnam conflict, the Persian Gulf War of 1991, and the present war in Iraq. With intent to contribute to the creation of a new vocabulary for military operations and conflict resolution in the modern era, this project will explore how constraints upon military and political objectives influence structures of peace.

6. **Jefferey S. Kaufmann, Ph.D.**  
Life Sciences & Technologies  
Irvine Valley College

**Spring Semester 2009**

*Title:* The Virtual Biology Laboratory: The Life Sciences Digital Resources Interface

Goals and Objectives:

1. Digitize the School of Life Science's extensive collection of instructional materials, including laboratory specimens, microscope slides, and other educational materials making them available to students and instructors either on campus or offsite.
2. Incorporate images into a searchable database, with content-specific annotations and labeling.



3. Prepare a user-friendly internet/intranet interface for instructors and their students. The interface will facilitate the incorporation of these materials into instructor presentations, as well as enhance student learning and support the preparation of future online courses.

*Activities:* The first objective is to prepare digital images of laboratory microscope slides and specimens using existing in-house imaging equipment. These images will be of sufficient quality to be used in PowerPoint-type presentations and possible future departmental publications. Included in this effort is to explore the use of 360-degree imaging of 3-dimensional images. Second, prepare a searchable database using an alphanumeric system that will utilize existing on-campus software (e.g., Microsoft Access). Third, develop and implement a system of annotating and labeling images (for optional use by students and instructors). Fourth, construct a software interface to be located on the school's existing server. This interface will have different levels of access for students and instructors. Finally, incorporate the resource into two existing biology courses.

*Products:*

1. A digital image library, consisting of a comprehensive collection of digital images of biology laboratory slides, specimens, and simulations, with annotations and labels.
2. A user-friendly, adaptive interface through which instructors and students can access and utilize this library as part of their course studies.
3. Incorporation of this digital library into two existing courses serving over 250 students per year and will be a key element in future online biology courses currently under development.

7. **Carolyn Kuykendall**  
Liberal Arts & Learning Resources  
Saddleback College

**Spring Semester 2009**

*Title:* Non-Western Humanities

*Goals and Objectives:*

1. To research the literature, art, architecture, and music of Asia and Africa.
2. To create a one-semester course in this area of non-western culture, including PowerPoint presentations and lectures.
3. To bring this course through curriculum and incorporate it within the Humanities curriculum.

*Activities:* The lectures and PowerPoint presentations will be developed after extensive research into the culturally important works of Asia and Africa from a historical perspective. I plan to visit the Philippines and Viet Nam in January as part of my research component and then read the texts that help define non-western literature, art, architecture, and culture. As part of the globalization of curriculum at the college level, it is important to offer students the chance to study these important areas which directly impact our western cultural identity.



*Products:*

1. A non-western Humanities course with PowerPoint presentations and lecture notes.
2. A new course to bring through curriculum that addresses the global issues of the development of culture and art and literature.

8. **Patricia Levin, Ph.D.**  
Fine Arts  
Saddleback College

**Spring Semester 2009**

*Title:* "Developing a Theory of Spectatorship Through Phenomenological Expression."

*Goals and Objectives:*

1. Organize international exhibition of photo and video works by Nicole Jolicoeur (Montréal) and Susan Silton (Los Angeles).
2. Write major catalogue essay for publication to accompany exhibition, making use of the language of Phenomenology.
3. Develop an educational study-guide, which makes use of the exhibition material as foci for applying my theory of embodied spectatorship to museum/gallery visitors and students.
4. Apply the theory to practice; integrate the pedagogical methods into the classroom at Saddleback College.

*Activities:*

*January 2009:* Finalize works to be included in the exhibition. Locate to Montréal for the duration of the sabbatical.

*February 2009:* Meet weekly with Jolicoeur at her studio for an extensive interview and research period. Work with designers on the planning of the catalogue.

*March 2009:* Begin writing major catalogue essay. Continue meeting weekly with Jolicoeur. Have first draft finished by month's end. Schedule meetings with Louise Déry, director of l'uqam gallery.

*April 2009:* Review and re-work catalogue essay. Begin translating the theoretical concepts into a pedagogical model for development of a study-guide for the exhibition. Speak to students in the studio and art history programs at l'Uqam and McGill using the concepts developed in the study-guide. I have contacts at several Universities in Montréal and will have made advanced arrangements for the guest talks.

*May 2009:* Give draft of re-worked essay to Susan Silton, Nicole Jolicoeur and Louise Déry for comments. Continue to work on study-guide, revising using student comments and responses to guest talks. Meet with Louise Déry to determine exhibition status and schedule. Finalize study-guide and integrate into syllabi for summer and fall sessions at Saddleback. Return to Southern California.

*Products:*

1. Major international exhibition.
2. Published catalogue essay.
3. Educational study-guide.
4. New teaching model.

9. **Francisco Marmolejo**  
Humanities & Languages  
Irvine Valley College

**Spring Semester 2009**

*Title:* The Creation of a Local Historical Resources Library (LHRL)

*Goals and Objectives:*

1. To create a local digital historical resources library to support history curriculum and instruction at IVC.
2. To identify, collect, and organize a series of history resources (e.g. images, primary source documents, and secondary source articles that exist within the public domain).
3. To develop a platform through which I and other faculty may continue the development the digital historical resources library.
4. To construct an interface mechanism that will facilitate access to these materials by individual faculty for incorporation into their courses.

*Activities:* Pedagogy in history courses has shifted focus in student learning objectives from recognition of chronologically arranged bodies of narrative to recognition, criticism and analysis of the historiographic themes embedded in these narratives. For faculty, this requires access to a body of essential visual and literary historical sources. Existing collections in private and public domains are often difficult to access. Additionally, these collections are so comprehensive in scope that the materials are not consistently appropriate for or effectively linked with goals, themes, and learning objectives of specific course offerings. My familiarity with the IVC History curriculum allows me to addresses these concerns by focusing my search for sources most reflective of our course offerings. Accessibility issues will be addressed by collaboration with the IVC Technology services to create an interface mechanism that would allow me and other faculty to utilize these sources and incorporate them into syllabi as assignments and tutorials, or into pedagogy as PowerPoint presentations.

The major part of the work will entail the location of IVC History course specific sources within the public and private domains. If the source material is private, this will involve contact with appropriate individuals at museums, publishers, academic institutions etc. to secure permission. Additional activities will include: the conversion of personal collection of images and literary sources to digital format; the collation and organization of the materials for access and utilization; the creation of an interface mechanism to accomplish this.

*Products:*

1. 5-8 PowerPoint presentations composed of some of these sources for immediate incorporation into my courses.
2. 5 image or document based tutorials for student online access.



3. A body of digitalized images, primary source documents, and secondary source articles that can be incorporated into existing history curriculum at IVC.
4. A protocol and mechanism to allow faculty access for utilization and/or further development of the LHRL.

10. **Diana McCullough**  
Guidance & Counseling  
Irvine Valley College

**2008-09 Academic Year**

*Title:* Complete 20-week certificate in online instruction from Cerro Coso College. Through research, coursework, seminars, workshops and conferences, improve instructional skills for Irvine Valley College's Stress Management Course (CSTU 4). Develop workbook/manual for stress management course (CSTU 4). Develop Web-based companion site for stress management course (CSTU 4).

*Goals and Objectives:*

- Develop and improve online instructional skills.
- Develop and improve instructional skills for College Studies 4, Stress Management course (CSTU 4).
- Develop Web-based companion site for College Studies 4, Stress Management course (CSTU 4).
- Develop a Stress Management Workbook for use with the Stress Management course (CSTU 4).

*Activities:*

- Complete Cerro Coso College's certificate in online teaching.
- Complete coursework, research, and study in multiple stress management topics.
- Develop Web-based companion site for College Studies 4, Stress Management Course (CSTU 4).
- Develop a stress management workbook for use with the Stress Management Course (CSTU 4).

*Product:*

- Improved instructional skills.
- Companion Web site.
- Stress management workbook.

11. **Mary McDonough**  
Social & Behavioral Sciences  
Irvine Valley College

**2008-2009 Academic Year**

*Title:* Review and update of IVC Human Development Program to align with statewide Curriculum Articulation Project.

*Goals and Objectives:* Review and update the Human Development program making revisions to align our courses with the eight core courses recommended by the Curriculum Articulation Project.

- Study and analyze data on the project.
- Collaborate with Orange County Community College Early Childhood Partnership (OCCCECP).
- Review applicable courses: PSY/HD 7, HD/SOC 15, HD 101, 110, 150, 160, 230, and 181 and make recommended changes.
- Develop three-unit "Introduction to Curriculum" course.
- Review and apply program information from at least five community college programs in aligning IVC program with CAP.
- Prepare one-year plan for 2009-2010 for program follow up.

*Activities:*

- Thoroughly review all documents and notes relating to Curriculum Articulation Project (CAP).
- Attend statewide/local meetings and seminars throughout the year.
- Develop and submit three-unit "Introduction to Curriculum" class.
- Meet with HD faculty (full-time and adjunct) regularly (individually and as a group) to review and adapt coursework to align with CAP.
- Review and analyze data from at least five similar college programs and compile notes and information to be applied to IVC HD Program.
- Create a document and a notebook with detailed information about the California Articulation Project to be shared with faculty and used in ongoing program enhancement.
- Create one-year plan for 2009-2010 with recommendations to continue the enhancement of the HD Program and alignment with CAP.

*Products:*

- CD and NOTEBOOK for HD faculty use containing all relevant data from sabbatical project including course outlines, course revisions, sample materials from other colleges, one-year plan (2009-2010) and up-to-date information on the state Curriculum Articulation Project.

12. **Kalon Morris**  
Mathematics, Science & Engineering  
Saddleback College

**2008-09 Academic Year**

*Title:* Geology/Oceanography of Australia/New Zealand and New Edition Oceanography Lab Manual.

*Goals and Objectives:*

1. To improve my teaching performance by increasing my own knowledge of my subject area (geology/oceanography) through exploration and photographic documentation of the natural processes shaping Australia and New Zealand.
2. To improve my Introduction to Oceanography students' laboratory experience by collecting new sediment samples for their use from earth and marine



environments such as beaches, mountains, rivers and coral reefs in Australia and New Zealand.

3. To further enhance my students' laboratory experience by writing a new (3<sup>rd</sup>) edition to my Introduction to Oceanography Lab Manual.

*Activities:* The first activity will be to experience the natural wonders of Australia and New Zealand by exploring and photographing in Australia the Great Barrier Reef and the marine life it supports such as humpback whales, the Outback Desert, the extensive mountains of the Great Dividing Range including the Blue Mountains, the giant sand dunes and beaches of Fraser Island, the canyons of Carnarvon Gorge, and the crater lakes of Atherton Tablelands. For New Zealand, specific sites of interest include Waitemata Harbor in the island studded Hauraki Gulf, the geysers and geothermal sites in Rotorua, the cave network of Waitomo, the active volcano on White Island, dolphin and whale watching near Whakatane, the cinder cone and crater lakes of the Tongariro Crossing, and the diverse marine life in the Poor Knight Islands. These photographs and experiences will be added to my PowerPoint lectures to improve my teaching performance. Another activity undertaken during this time period will be the collection of sediment samples from Australia and New Zealand for oceanography students to examine and classify during laboratory exercises.

Writing a new (3<sup>rd</sup>) edition of my Introduction to Oceanography Lab Manual (published by Kendall/Hunt) will be the next activity of my sabbatical project. After having taught with my original text for several years, I have refined and updated the experiments, procedures, and equipment that my students use. A new edition of my lab manual with these enhancements will help my students to better understand the scientific material presented in class. Furthermore, I will add new labs to my manual, including one for the oceanographic research cruise my students undertake each semester. By providing students with a clear, comprehensive and well-written lab manual to guide their learning, the laboratory portion of my teaching assignment will be greatly enhanced.

*Products:*

1. Improved classroom PowerPoint lectures featuring my photographs and experiences.
2. New sediment samples for my oceanography students to examine and classify.
3. New (3<sup>rd</sup>) edition of my Introduction to Oceanography Lab Manual (published by Kendall/Hunt) for my oceanography students' use.

13. **Susan Nawa-Raridon**

**Spring Semester 2009**

Health Sciences, Human Services & Emeritus Institute  
Saddleback College

*Title:* Establishment of Saddleback College Nursing Program Alumni Association

*Goals:*

- 1: To establish an ongoing Alumni Association of Saddleback College Nursing Program.
- 2: Assist with graduate assessment and information accumulation of our graduates.
- 3: Share information with other interested departments at Saddleback College.



*Activities:* In order to complete the above stated goals I will identify alumni of the RN Nursing Program with current addresses or contact information. From the identified graduates, an advisory committee will be established to suggest factors that are valued by graduates in order to convince nurses to participate in an alumni association. Research about computer programs to help maintain current contact with identified members will be completed. A survey of 20 community colleges and their foundations and 10 four year schools will be done to determine if Alumni Associations exist and what the schools consider to be successful techniques to keep associations viable.

A membership packet will be developed. A reception for identified representative from as many classes of graduates as will occur. Attendees will receive statement of benefits for all members of the Saddleback College Nursing Program Alumni Association.

*Products:* Alumni association will be established that will continue on for the Nursing Program of Saddleback College. This association will determine activities to be completed which will hopefully include scholarship support, educational information about current nursing issues and positive community relations

Graduate contact information lists and membership lists will be shared with the nursing department and the Saddleback College Foundation.

Survey information will be shared with Saddleback Foundation.

14. **J. Michael Reed**  
Liberal Arts  
Saddleback College

**Spring Semester 2009**

*Title:* Journalism Program Education Enhancement Project

*Goals and Objectives:* Main goal is to gather information to enhance the Saddleback College journalism program goals, student learning outcomes, and curriculum.

1. Visit other college journalism programs in the state to compare curriculum, student learning outcomes, journalism production lab staffing and equipment.
2. Interview regional, statewide and national journalism professionals regarding the future of journalism.

*Activities:*

Questions for educators interviewed include but are not limited to:

What courses do you offer through your journalism program?

How many sections of each course do you offer?

What is the average enrollment in each section and does your college have a minimum enrolment for certain classes?

What are your top three SLOs (Student Learning Outcomes) for each class?

What seems to be the most popular career goals for your journalism students?

What are the most pressing communications/law issues facing your student editors?

Sample questions for journalism professionals:

What level of education do you look for in prospective hires?

What skills and qualities do you look for in a new full-time reporter?



If you were an instructor in a college classroom, what would you emphasize in your writing and reporting classes? In your general survey mass media course?  
What do you see as the most important issues facing the media business in the next ten years?  
Do you offer internships? If yes, list the top five qualities you look for in an intern.  
Do you give any special weight to an applicant who has worked on a high school or college newspaper?

*Products:*

1. Minimum 40-50 page written document (similar in structure as the one I did for my sabbatical report in 2001) including pictures and graphics.
2. PowerPoint presentation highlighting the information gathered

15. **Rita Tamer**

**Fall Semester 2008**

Health Science, Human Services & Emeritus Institute  
Saddleback College

*Title:* Factors Affecting Retention of Students Taking American Sign Language (ASL) Classes in Community Colleges.

*Goal(s) and Objective(s):*

1. To find factors affecting the retention of ASL students taking SL 3 and higher.
2. The survey to be given out will be through a Likert-scale model.
3. The project will be shared with Saddleback College and possible other community colleges in order to help better understand how to strengthen an ASL Program.

*Activities:* A survey will be emailed to all registered SL students that contain questions about retention, motivation, and self-efficacy. These are the three focuses of the study. It is believed that this will help give a better understanding as to why students do not continue on with the higher levels in SL.

As department chair of the ASL/Interpreting Program, I have noticed several issues that need to be addressed. I have chosen this research project to help my program grow and become successful for the future. It has been observed that levels SL 1-3 seem to always have strong enrollment numbers. In the past six years, data collected has shown that the numbers for the higher levels which include SL 4 and interpreting courses, have very low enrollment. It is believed that this is due to transferring issues. There might be a problem with curriculum or foreign language lab issues. If low enrollment is due to any other reason, it is hoped that this survey and research will present what those issues and reasons are.

*Product(s):*

1. 60 questionnaire survey done as a Likert-scale model focusing on retention, motivation, and self-efficacy.
2. The results will be distributed during a department meeting among all sign language faculty.
3. Other community colleges will be observed and compared to Saddleback College's ASL/Interpreting Program.



16. **Ken Woodward, Ph.D.**  
Social & Behavioral Sciences  
Saddleback College

**Spring Semester 2009**

*Title:* Infusing Web 2.0 Technologies into Online and Web-enhanced Economics Courses

*Goals and Objectives:* The first generation of students that has grown up with digital technologies is now in college and they expect a different kind of digital pedagogy. The principal goal of my sabbatical project is to incorporate the best of the new Web 2.0 learning techniques into my Economics 2 classes. I have three main objectives:

1. To conduct a web-based literature review and complete a series of courses and tutorials in several areas of the emerging Web 2.0 technologies in order to evaluate best teaching practices in the evolving online learning environment.
2. To use this acquired expertise to develop an enhanced website, social networking site, and blog for my Economics 2 classes.
3. To create online tutorials in five core topics in macroeconomics.

*Activities:* I will conduct a web-based literature review and complete a series of courses and tutorials in several areas of the emerging Web 2.0 technologies in order to evaluate best teaching practices in the evolving online learning environment. The skills acquired will allow for the development of an enhanced website and blog. Online tutorials will be created in five core areas of macroeconomics. It is hoped that this sabbatical project will facilitate the improvement of the macroeconomics principles courses at Saddleback College by integrating successful Web 2.0 virtual classroom techniques.

*Products:*

1. Evidence of completion of courses/tutorials offered through @One (or similar provider) in the area of web page design, blogging, and digital video editing.
2. An enhanced personal website and blog accessible to all district faculty and students with a listing of Web 2.0 supplements to economics courses.
3. Multimedia web-based course materials and tutorials covering the following macro topics: globalization, economic growth, business cycles, inflation, and unemployment.

17. **Janice Wyma**  
Fine Arts  
Irvine Valley College

**Fall Semester 2008**

*Title:* A Program for the Study and Performance of Classical Organ Music At Irvine Valley College

*Goals and Objectives:* With the opening of our Performing Arts Center, Irvine Valley College has received a beautiful Allen Renaissance Quantum organ, with 58 stops, 232 voices, and three manuals. There are very few instruments of this quality in our area, and this organ is a gift to the entire college community. The goal of this sabbatical is to raise awareness of this wonderful instrument, its musical repertoire and its history in



music. It is our responsibility to assure that this extremely valuable instrument is fully utilized for the benefit of our students and our community. We are aided in this effort by the fact that 2008-2009 has been established as the International Year of the Organ by the American Guild of Organists and their colleagues around the world.

*Activities:*

1. Production of a gala inaugural recital by an internationally renowned organist will take place during Fall 2008. This event will launch our organ program. At this event, we will announce the establishment of an organ scholarship, as well as upcoming course offerings in organ study and performance.
2. During the sabbatical semester, I will coordinate with the Orange County Guild of Organists, as well as with local college and university music departments, to promote and recruit students to attend Irvine Valley College for study as music majors in the area of organ performance.
3. In preparation for writing curriculum for organ classes, I will conduct a survey of organ courses offered in community colleges and universities, both public and private, in the state of California. I will prepare course outlines for a program of organ study and performance at IVC.
4. A series of concerts in our Performing Arts Center by accomplished organists will be scheduled for the 2008-2009 year, bringing a new dimension of musical performance to the college through this magnificent instrument.
5. As the only full-time faculty member at Irvine Valley College with undergraduate and graduate training in organ performance, I will begin practicing regularly to regain as much of my organ playing skill and repertoire as possible. The sabbatical will allow me time for extensive practice on the instrument.

*Products:*

1. A gala inaugural recital by world-renowned organist Frederick Swann.
2. A classical organ music brochure announcing a recital series and course of study at IVC.
3. A set of courses for organ study and performance at Irvine Valley College.
4. Regularly scheduled meetings each year with the Orange County chapter of the American Guild of Organists to coordinate concert offerings, master classes, and to recruit students for organ study at Irvine Valley College.

**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: Revised Authorization for District Institutional Memberships  
2007/2008

**ACTION:** Approval

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**BACKGROUND**

On July 23, 2007, staff prepared for Board approval, a list of institutional memberships for 2007/2008 fiscal year pursuant to Board Policy 3220.

**STATUS**

Staff has reviewed the list and has made certain changes to the list. In order to maintain consistent documentation, the revised list (EXHIBIT A) is presented to the Board for approval.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the revised 2007/2008 memberships and estimated dues for organizations represented in EXHIBIT A.



January 22, 2008

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT MEMBERSHIPS  
2007/08**

**EXHIBIT A  
Page 1 of 8**

		Jul 23, 07	Jan 22, 08	Difference	
OFFICE OF THE GOVERNING BOARD (10)					
*	10	Association of Governing Boards of Universities and Colleges	2,025.00	2,110.00	85.00
	10	Orange County School Board Association	125.00	125.00	0.00
		SUBTOTAL	2,150.00	2,235.00	85.00
OFFICE OF THE CHANCELLOR (11)					
	11	American Association of Community Colleges	1,160.00	1,160.00	0.00
	11	Asian Pacific Islander Council	200.00	200.00	0.00
	11	Commission on Athletics	15,945.00	15,945.00	0.00
	11	Community College League of California (CCLC)	29,806.00	29,806.00	0.00
	11	League For Innovation in the Community College	600.00	600.00	0.00
	11	Orange County Business Council	5,000.00	5,000.00	0.00
		SUBTOTAL	52,711.00	52,711.00	0.00
OFFICE OF PUBLIC INFORMATION (11)					
	11	Association of College Administration Professionals	195.00	195.00	0.00
	11	National Council for Marketing & Public Relations (NCMPR)	350.00	350.00	0.00
	11	Orange County Public Affairs Association	50.00	50.00	0.00
	11	Public Relations Association of Southern California Colleges	50.00	50.00	0.00
	11	Public Relations Society of America	375.00	375.00	0.00
	11	South Orange County Chamber of Commerce	235.00	235.00	0.00
		SUBTOTAL	1,255.00	1,255.00	0.00
OFFICE OF TECHNOLOGY AND LEARNING SERVICES (12)					
*	12	Association for Institutional Research	0.00	343.00	343.00
	12	Research and Planning Group for Calif. Comm. Colleges	350.00	350.00	0.00
*	12	Society for College and University Planning	585.00	645.00	60.00
		SUBTOTAL	935.00	1338.00	403.00
OFFICE OF HUMAN RESOURCES (14)					
	14	Assn. of Chief H.R.Off./Equal Employ. Opportunity Off. (ACHRO/EEO)	200.00	200.00	0.00
*	14	California Association of School Business Officials (CASBO)	385.00	660.00	275.00
	14	Equal Employment, Diversity & Equity Consortium (EEDEC)	320.00	320.00	0.00
	14	Online Collective Bargaining Database (CCLC)	2,500.00	2,500.00	0.00
*	14	Public Agency Risk Managers Association (PARMA)	150.00	100.00	-50.00
	14	So. Cal. Comm. College Dist. Employment Relations Consortium (LCW Videoconference)	2,500.00	2,500.00	0.00
	14	So. Thirty Human Resources Consortium (Southern 30)	200.00	200.00	0.00
		SUBTOTAL	6,255.00	6,480.00	225.00
OFFICE OF INFORMATION TECHNOLOGY (15)					
	15	EDUCAUSE (Professional Assoc. for Computing & Information)	2,420.00	2,420.00	0.00
	15	Information Systems Security Association	115.00	115.00	0.00
		SUBTOTAL	2,535.00	2,535.00	0.00

\* Changes from July 23, 2007

**TOTAL DISTRICT MEMBERSHIPS**

65,841.00    66,554.00    713.00

**SADDLEBACK COLLEGE MEMBERSHIPS  
2007/08**

		Jul 23, 07	Jan 22, 08	Difference
<b>OFFICE OF THE PRESIDENT (20)</b>				
* 20	American Association of Community Colleges (AACC)	12,690.00	14,000.00	1,310.00
20	Public Relation Society of America (PRSA)	365.00	365.00	0.00
20	Western Assoc. of Sch. & Coll. Accreditation Commission for Colleges	20,000.00	20,000.00	0.00
	<b>SUBTOTAL</b>	<b>33,055.00</b>	<b>34,365.00</b>	<b>1,310.00</b>
<b>OFFICE OF PHYSICAL PLANT (21)</b>				
21	Assn. of Physical Plant Adm. of Universities and Colleges (APPA)	1,000.00	1,000.00	0.00
	<b>SUBTOTAL</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>
<b>OFFICE OF INSTRUCTION (22)</b>				
22	Council for Resource Development	195.00	195.00	0.00
22	Honors Transfer Council	90.00	90.00	0.00
22	LA/OC Regional Consortium for Contract Education	100.00	100.00	0.00
22	National Collegiate Honors Council	500.00	500.00	0.00
22	The Research and Planning Group	350.00	350.00	0.00
22	Western Regional Honors Council	50.00	50.00	0.00
	<b>SUBTOTAL</b>	<b>1,285.00</b>	<b>1,285.00</b>	<b>0.00</b>
<b>OFFICE OF THE ACADEMIC SENATE (23)</b>				
23	Academic Senate for California Community Colleges	2,747.52	2,747.52	0.00
	<b>SUBTOTAL</b>	<b>2,747.52</b>	<b>2,747.52</b>	<b>0.00</b>
<b>OFFICE OF STUDENT SERVICES (24)</b>				
24	California Community Colleges Chief Student Services Adm. Assoc.	300.00	300.00	0.00
24	Health Services Association for California Community Colleges	75.00	75.00	0.00
24	NAFSA (National Association of Foreign Student Advisors)	265.00	265.00	0.00
24	National Association for the Education of Young Children	900.00	900.00	0.00
	<b>SUBTOTAL</b>	<b>1,540.00</b>	<b>1,540.00</b>	<b>0.00</b>
<b>OFFICE OF FINANCIAL AID &amp; STUDENT SERVICES (26)</b>				
26	National Assoc. of Student Financial Aid Administrators (NASFAA)	1,819.00	1,819.00	0.00
	<b>SUBTOTAL</b>	<b>1,819.00</b>	<b>1,819.00</b>	<b>0.00</b>
<b>OFFICE OF ADMISSIONS, RECORDS &amp; STUDENT SERVICES (30)</b>				
30	Amer. Assoc. of Collegiate Registrars & Adm. Off. (AACRAO)	1,365.00	1,365.00	0.00
30	Calif. Assoc. of Comm. College Registrars & Adm. Officers (CACCRAO)	200.00	200.00	0.00
30	Consortium of So. Calif. Colleges and Universities (CSCCU)	250.00	250.00	0.00
30	Pacific Assn. of Collegiate Registrars & Admissions Officers (PACRAO)	125.00	125.00	0.00
	<b>SUBTOTAL</b>	<b>1,940.00</b>	<b>1,940.00</b>	<b>0.00</b>
<b>OFFICE OF COMMUNITY EDUCATION &amp; CONTRACT EDUCATION (31)</b>				
31	Association of Continuing & Community Education (ACCE)	75.00	75.00	0.00
	<b>SUBTOTAL</b>	<b>75.00</b>	<b>75.00</b>	<b>0.00</b>
<b>OFFICE OF SAFETY &amp; SECURITY (34)</b>				
34	California College & University Police Chief Association (CCUPCA)	75.00	75.00	0.00
34	Int'l Assoc. of Campus Law Enforcement Adm.	225.00	225.00	0.00



January 22, 2008

**SADDLEBACK COLLEGE MEMBERSHIPS  
2007/08**

SUBTOTAL      300.00      300.00      0.00

**EXHIBIT A  
Page 3 of 8**

**Jul 23, 07    Jan 22, 08    Difference**

36	National Student Nurses Association (NSNA)	70.00	70.00	0.00
36	National Wheelchair Basketball Association	425.00	425.00	0.00
36	Phi Theta Kappa	55.00	55.00	0.00

SUBTOTAL      38,374.00      38,557.00      0.00

**OFFICE OF COLLEGE PUBLICATIONS (38)**

38	National Council for Marketing and Public Relations (NCMPR)	350.00	350.00	0.00
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SUBTOTAL      350.00      350.00      0.00

**DIVISION OF BUSINESS SCI., VOC. ED. & ECONOMIC DEVT. (50)**

50	California Association for Local Economic Development (CALED)	80.00	80.00	0.00
50	National Coalition of Advance Technology Centers (NCATC)	600.00	600.00	0.00

SUBTOTAL      680.00      680.00      0.00

**DIVISION OF COUNSELING SERVICES & SPECIAL PROGRAMS (51)**

51	American Association of Women in Community Colleges (AAWCC)	100.00	100.00	0.00
51	California Community College Counselors Association	15.00	15.00	0.00
51	California Community College EOPS Association	85.00	85.00	0.00
51	California Placement Association	100.00	100.00	0.00
51	Cooperative Education & Internship Association	350.00	350.00	0.00
51	National Association of Colleges and Employers (NACE)	360.00	360.00	0.00
51	South Coast Higher Education Council (SCHEC)	50.00	50.00	0.00
* 51	<b>Southern Calif. Intersegmental Articulation Council (SCIAC)</b>	<b>40.00</b>	<b>75.00</b>	<b>35.00</b>
51	Transfer Center Directors Association	50.00	50.00	0.00

SUBTOTAL      1,150.00      1,185.00      35.00

**DIVISION OF ADVANCED TECHNOLOGY & APPLIED SCIENCES (52)**

* 52	<b>Automotive Engine Rebuilders Association</b>	<b>459.00</b>	<b>200.00</b>	<b>-259.00</b>
52	Broadcast Education Association	120.00	120.00	0.00
52	California Internship & Work Experience Assn. (CIWEA) (Formerly California Cooperative Education & Internship Assn. (CCEIA) )	150.00	150.00	0.00
52	California Native Plant Society	35.00	35.00	0.00
52	Collegiate Broadcasters, Inc.	100.00	100.00	0.00
52	Fashion Bureau	200.00	200.00	0.00
52	National Association of Broadcasters	360.00	360.00	0.00
52	Population Reference Bureau	39.00	39.00	0.00
52	Society Conservation Biology	95.00	95.00	0.00
52	Society for Ecological Restoration	147.00	147.00	0.00
52	Society for Ecological Restoration-California	30.00	30.00	0.00

SUBTOTAL      1,735.00      1,476.00      -259.00

**DIVISION OF LIBERAL ARTS & LEARNING RESOURCES (53)**

53	Associated College Press	139.00	139.00	0.00
53	Associated Writing Programs	395.00	395.00	0.00
53	Association of College and Research Libraries	90.00	90.00	0.00
53	College Media Advisors	160.00	160.00	0.00
53	Community College Journalism Association	80.00	80.00	0.00
* 53	<b>Council of Chief Librarians</b>	<b>100.00</b>	<b>150.00</b>	<b>50.00</b>
53	English Council of California Two Year Colleges (ECCTYC)	125.00	125.00	0.00
53	Journalism Association of Community Colleges (JACC)	200.00	200.00	0.00
53	Learning Resources Assoc. of the Calif. Community Colleges	200.00	200.00	0.00
53	Library Orientation and Instruction Exchange (LEOX)	60.00	60.00	0.00
* 53	<b>Recording for Blind and Dyslexic Program</b>	<b>500.00</b>	<b>950.00</b>	<b>450.00</b>

SUBTOTAL      2,049.00      2,549.00      500.00

**SADDLEBACK COLLEGE MEMBERSHIPS  
2007/08**

	Jul 23, 07	Jan 22, 08	Difference
54 California Association for Alcohol & Drug Educators	200.00	200.00	0.00
54 California Assn. Accredited Health Education Professionals	450.00	450.00	0.00
54 California Paramedic Program Directors	50.00	50.00	0.00
54 CoAEMSP (Paramedic Accrediting Organization)	950.00	950.00	0.00
54 International Association Eating Disorder Professionals (IAEDP)	300.00	300.00	0.00
54 National Association of EMS Educators	105.00	105.00	0.00
54 National League for Nursing	1,155.00	1,155.00	0.00
54 National League for Nursing Accrediting Commission	1,660.00	1,660.00	0.00
54 National Organization of Associated Degree Nursing (NOADN)	400.00	400.00	0.00
54 National Organization for Human Services Education (NOHSE)	190.00	190.00	0.00
54 Orange County/Long Beach Consortium For Nursing	150.00	150.00	0.00
54 So. Calif. Organ. of Assoc. Degree Nurs'g Prog. Directors	100.00	100.00	0.00
<b>SUBTOTAL</b>	<b>43,534.00</b>	<b>43,717.00</b>	<b>0.00</b>

**DIVISION OF FINE ARTS (55)**

55 Association of Performing Arts Presenters	759.00	759.00	0.00
55 California Presenters	150.00	150.00	0.00
55 College Art Association of America	300.00	300.00	0.00
55 Music Association of California Community Colleges	75.00	75.00	0.00
55 National Communication Assoc.	155.00	155.00	0.00
55 National Council for Education of the Ceramic Arts (NCECA)	100.00	100.00	0.00
55 The International Ticket Association (INTIX)	195.00	195.00	0.00
55 Western Arts Alliance	250.00	250.00	0.00
55 Western States Communication Assoc.	40.00	40.00	0.00
<b>SUBTOTAL</b>	<b>2,024.00</b>	<b>2,024.00</b>	<b>0.00</b>

**DIVISION OF MATH, SCIENCE & ENGINEERING (56)**

56 American Association for the Advancement of Science	250.00	250.00	0.00
56 Committee on Chemistry in the Two Year College	25.00	25.00	0.00
56 National Science Teachers Assn. (NSTA)	65.00	65.00	0.00
<b>SUBTOTAL</b>	<b>340.00</b>	<b>340.00</b>	<b>0.00</b>

**DIVISION OF PE AND ATHLETICS (57)**

57 California Community Athletic Director	100.00	100.00	0.00
57 Golden State Spirit Association (GASSA)	30.00	30.00	0.00
57 Mission Conference	2,000.00	2,000.00	0.00
57 Orange Empire Conference	4,900.00	4,900.00	0.00
<b>SUBTOTAL</b>	<b>7,030.00</b>	<b>7,030.00</b>	<b>0.00</b>

**DIVISION OF SOCIAL & BEHAVIORAL SCIENCES (58)**

58 National Women's Studies Association	150.00	150.00	0.00
<b>SUBTOTAL</b>	<b>150.00</b>	<b>150.00</b>	<b>0.00</b>

\* Changes from July 23, 2007 list.

<b>TOTAL SADDLEBACK COLLEGE MEMBERSHIPS</b>	<b>141,177.52</b>	<b>143,129.52</b>	<b>1,586.00</b>
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IRVINE VALLEY COLLEGE MEMBERSHIPS  
2007/08

		Jul 23, 07	Jan 22, 08	Difference	
OFFICE OF THE PRESIDENT (20)					
*	20	American Association of Community Colleges	7,520.00	7,950.00	430.00
	20	Association for Institutional Research (AIR)	410.00	410.00	0.00
	20	California Association for Institutional Research (CAIR)	90.00	90.00	0.00
	20	Community College Public Relations Organization	25.00	25.00	0.00
*	20	Council for Higher Education Accreditation	455.00	501.00	46.00
	20	Council for Resource Development	585.00	585.00	0.00
	20	Irvine Chamber of Commerce	525.00	525.00	0.00
	20	Irvine Sister Cities Foundation Association	25.00	25.00	0.00
	20	National Council for Marketing and Public Relations	250.00	250.00	0.00
	20	Network of California Community College Foundations	250.00	250.00	0.00
	20	The Research and Planning Group for the Calif. Community Colleges	350.00	350.00	0.00
*	20	Tustin Chamber of Commerce	158.00	175.00	17.00
*	20	Western Assoc. of Sch. & Coll. Accreditation Commission for Colleges	10,950.00	14,191.20	3,241.20
		SUBTOTAL	21,593.00	25,327.20	3,734.20
OFFICE OF PHYSICAL PLANT (21)					
	21	International Facility Management Association (IFMA)	297.00	297.00	0.00
		SUBTOTAL	297.00	297.00	0.00
OFFICE OF INSTRUCTION (22)					
	22	California Community Colleges Chief Instructional Officers	300.00	300.00	0.00
	22	Honors Transfer Council	90.00	90.00	0.00
	22	National Collegiate Honors Council	600.00	600.00	0.00
	22	Orange Empire Athletic Conference	4,400.00	4,400.00	0.00
		SUBTOTAL	5,390.00	5,390.00	0.00
OFFICE OF THE ACADEMIC SENATE (23)					
*	23	Academic Senate for California Community Colleges	1,400.00	1,500.00	100.00
		SUBTOTAL	1,400.00	1,500.00	100.00
OFFICE OF STUDENT SERVICES (24)					
	24	Calif. Community College Chief Student Services Officers Association	300.00	300.00	0.00
	24	Calif. Community College Early Childhood Educators	30.00	30.00	0.00
	24	City of Irvine Child Resource & Information Center	80.00	80.00	0.00
*	24	Consortium of Southern California Colleges and Universities	250.00	0.00	-250.00
	24	Health Services Assoc. of the California Community Colleges	75.00	75.00	0.00
	24	National Academy of Education for Young Children (NAEYC)	100.00	100.00	0.00
		SUBTOTAL	835.00	585.00	-250.00
OFFICE OF FINANCIAL AID (26)					
	26	National Assoc. of Student Financial Aid Admin. (NASFAA)	1,300.00	1,300.00	0.00
	26	Western Association of Veteran Education Specialist (WAVES)	25.00	25.00	0.00
		SUBTOTAL	1,325.00	1,325.00	0.00
OFFICE OF ADMISSIONS, RECORDS & STUDENT SERVICES (30)					
	30	Calif. Assn. of Community College Registrars and Adm. Officers (CACCRAO)	200.00	200.00	0.00
		SUBTOTAL	200.00	200.00	0.00
OFFICE OF COMMUNITY EDUCATION & CONTRACT EDUCATION (31)					
	31	Association of Community & Continuing Education (ACCE)	160.00	160.00	0.00
*	31	California Community College Association for Occupational Education	0.00	45.00	45.00
		SUBTOTAL	160.00	205.00	45.00

IRVINE VALLEY COLLEGE MEMBERSHIPS  
2007/08

		Jul 23, 07	Jan 22, 08	Difference
<b>OFFICE OF OUTREACH &amp; COMMUNITY RELATIONS (33)</b>				
* 33	<i>Consortium of Southern California Colleges and Universities</i>	<u>0.00</u>	<u>250.00</u>	<u>250.00</u>
	<b>SUBTOTAL</b>	<u>0.00</u>	<u>250.00</u>	<u>250.00</u>
<b>OFFICE OF SAFETY &amp; SECURITY (34)</b>				
34	American Society for Industrial Security (ASIS)	150.00	150.00	0.00
34	California College and University Police Chiefs Association	75.00	75.00	0.00
34	International Association of Chiefs of Police	100.00	100.00	0.00
34	Orange County Training Managers Association	<u>70.00</u>	<u>70.00</u>	<u>0.00</u>
	<b>SUBTOTAL</b>	<u>395.00</u>	<u>395.00</u>	<u>0.00</u>
<b>OFFICE OF SPECIAL PROGRAMS &amp; SERVICES (35)</b>				
35	California Community Colleges CalWorks Association (CCCCA)	50.00	50.00	0.00
35	College Reading and Learning Association	50.00	50.00	0.00
35	National College Learning Center Association	<u>50.00</u>	<u>50.00</u>	<u>0.00</u>
	<b>SUBTOTAL</b>	<u>150.00</u>	<u>150.00</u>	<u>0.00</u>
<b>OFFICE OF LIBRARY SERVICES (37)</b>				
37	Association of College and Research Libraries	110.00	110.00	0.00
* 37	<i>California Art Association (CAA)</i>	<u>300.00</u>	<u>325.00</u>	<u>25.00</u>
37	California Library Association	150.00	150.00	0.00
37	Council of Chief Librarians	100.00	100.00	0.00
37	Learning Resources Association of the California Community College	<u>200.00</u>	<u>200.00</u>	<u>0.00</u>
	<b>SUBTOTAL</b>	<u>860.00</u>	<u>885.00</u>	<u>25.00</u>
<b>TECHNOLOGY SERVICES (41)</b>				
41	Consortium of College and University Media Centers (CCIMC)	325.00	325.00	0.00
41	Directors of Education Technology DET/CHE	<u>75.00</u>	<u>75.00</u>	<u>0.00</u>
	<b>SUBTOTAL</b>	<u>400.00</u>	<u>400.00</u>	<u>0.00</u>
<b>SCHOOL OF FINE ARTS (70)</b>				
70	American Forensic Association	30.00	30.00	0.00
70	College Art Association of America	750.00	750.00	0.00
70	Cross Examination Debate Association	40.00	40.00	0.00
70	Music Association of California Community Colleges	75.00	75.00	0.00
70	United States Institute of Theatre Technology	<u>180.00</u>	<u>180.00</u>	<u>0.00</u>
	<b>SUBTOTAL</b>	<u>1,075.00</u>	<u>1,075.00</u>	<u>0.00</u>
<b>SCHOOL OF GUIDANCE &amp; COUNSELING (73)</b>				
73	National Association of Colleges & Employers (NACE)	360.00	360.00	0.00
73	South Coast Higher Education Council (SHEC)	50.00	50.00	0.00
73	Southern California Intersegmental Articulation Council	75.00	75.00	0.00
73	Transfer Center Director Association	<u>50.00</u>	<u>50.00</u>	<u>0.00</u>
	<b>SUBTOTAL</b>	<u>535.00</u>	<u>535.00</u>	<u>0.00</u>
<b>SCHOOL OF HUMANITIES &amp; LANGUAGES (74)</b>				
74	American Historical Association	140.00	140.00	0.00
74	Calif. Association of Teachers of English to Speakers of Other Languages	50.00	50.00	0.00
74	Community College Humanities Association	300.00	300.00	0.00
* 74	<i>English Council of California Two Year Colleges</i>	<u>85.00</u>	<u>105.00</u>	<u>20.00</u>
74	Organization of American Historians	140.00	140.00	0.00
74	Teachers of English to Speakers of Other Languages	<u>120.00</u>	<u>120.00</u>	<u>0.00</u>
	<b>SUBTOTAL</b>	<u>835.00</u>	<u>855.00</u>	<u>20.00</u>



January 22, 2008

IRVINE VALLEY COLLEGE MEMBERSHIPS  
2007/08

EXHIBIT A  
Page 7 of 8

			Jul 23, 07	Jan 22, 08	Difference
<b>COMPUTER LEARNING CENTER (75)</b>					
*	75	Cisco Consortium	300.00	500.00	200.00
*	75	Oracle	538.00	500.00	-38.00
		SUBTOTAL	838.00	1,000.00	162.00
<b>SCHOOL OF LIFE SCIENCES &amp; TECHNOLOGIES (76)</b>					
	76	Association of Biology Laboratory Education	35.00	35.00	0.00
		SUBTOTAL	35.00	35.00	0.00
<b>SCHOOL OF HEALTH SCIENCES, PHYSICAL ED. &amp; ATHLETICS (77)</b>					
	77	American College Dance Festival Association	250.00	250.00	0.00
		SUBTOTAL	250.00	250.00	0.00
<b>SCHOOL OF PHYSICAL SCIENCES &amp; TECHNOLOGIES (78)</b>					
	78	American Association of Physics Teachers	131.00	131.00	0.00
	78	American Chemical Society	136.00	136.00	0.00
	78	Orange County Astronomers Association	50.00	50.00	0.00
		SUBTOTAL	317.00	317.00	0.00
<b>SCHOOL OF EXTENDED EDUCATION (80)</b>					
*	80	California Community College Association for Occupational Education	125.00	0.00	-125.00
		SUBTOTAL	125.00	0.00	-125.00
<b>SCHOOL OF MATHEMATICS, COMPUTER SCIENCE AND ENGINEERING (81)</b>					
	81	Mathematical Association of America	300.00	300.00	0.00
		SUBTOTAL	300.00	300.00	0.00

\* Changes from July 23, 2007 list.

TOTAL IRVINE VALLEY COLLEGE MEMBERSHIPS	37,315.00	41,276.20	3,961.20
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January 22, 2008

EXHIBIT A  
Page 8 of 8

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT MEMBERSHIPS  
ADVANCED TECHNOLOGY AND EDUCATION PARK (ATEP)  
2007/08**

	Jul 23, 07	Jan 22, 08	Difference
<b>OFFICE OF THE PROVOST (16)</b>			
16 Public Relations Society of America	375.00	375.00	0.00
16 Tustin Chamber of Commerce	164.00	164.00	0.00
SUBTOTAL	539.00	539.00	0.00
<b>CENTER FOR APPLIED COMPETITIVE TECHNOLOGIES (16)</b>			
16 National Coalition of Advanced Technology Centers (NCATC)	600.00	600.00	0.00
16 Optical Society of Southern California (OSSC)	100.00	100.00	0.00
SUBTOTAL	700.00	700.00	0.00
<b>TOTAL ATEP MEMBERSHIPS</b>	<b>1,239.00</b>	<b>1,239.00</b>	<b>0.00</b>



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: Academic Year 2008/2009 Non-Resident Tuition Fees for Foreign & Out-Of-State Students

**ACTION:** Approval

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### **BACKGROUND**

The California Education Code, Section 76140, requires each community college district of the state to establish a non-resident tuition fee no later than February 1 for the succeeding fiscal year. This rate is based on the expense of education per unit of attendance (FTES) for the previous fiscal year, modified by the projected increase in the U.S. Consumer Price Index for the current year and the year in which the fee will be in effect. The District may also set this fee below the calculated fee, but no less than the Statewide average fee, or at a level not to exceed a contiguous district's established fee. The current fiscal year fee is \$173 per unit.

Pursuant to Education Code Section 76141, districts may also charge non-resident students who are both citizens and residents of a foreign country an amount not to exceed the amount that was expended by the District for capital outlay in the preceding fiscal year divided by the total FTES in the preceding fiscal year. Revenues derived from this fee shall be expended for purposes of capital outlay, maintenance, and equipment. Any fee charged pursuant to this section should not exceed fifty percent of the non-resident tuition fee established pursuant to California Code of Education, Section 76140. The current fiscal year fee is \$25 per semester unit.

In addition to the non-resident tuition fee, Chapter 170, Statutes of 1992, also added Education Code Section 76142, which authorized districts to charge non-resident applicants who are both citizens and residents of a foreign country a processing fee not to exceed the lesser of: the actual cost of processing an application and other documentation required by the federal government, or \$100, which may be deducted from the tuition fee at the time of enrollment. The fee is non-refundable if students fail to enroll subsequent to making an application for enrollment. The current fiscal year fee is \$50. A report of estimated non-resident related fees was presented to the Board of Trustees at the November 13, 2007 board meeting.

### **STATUS**

The District rate for the 2008/2009 academic year may be established under one of four prescribed options: the average statewide rate; the District average rate; that of a contiguous district; or, a rate that is no more than the District basis but no less than statewide basis as shown in EXHIBIT A, Non-Resident Tuition Fee Worksheet. The statewide rate, representing the average statewide projected cost of education students is \$181 per semester unit; the calculated District rate is \$178 per semester unit. The additional amount for capital outlay that can be levied under ECS 76141 is \$75 per semester unit. The actual document processing application fee had been calculated at \$58 as shown in EXHIBIT A.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt a non-resident tuition fee for the 2008/2009 year of \$181 per semester unit based on the "average statewide rate" option. It is further recommended that the capital outlay fee authorized by ECS 76141 remain at \$25 per semester unit and the application fee authorized by ECS 76142 increase to \$52 in 2008/2009.

Item Submitted By: *Gary L. Poertner, Deputy Chancellor*

South Orange County Community College District
Community College District
890
District Code Number



**2008/09  
Capital Outlay Fee Calculation  
E.C.S. 76141**

A. Total Capital Outlay for 2006/07 (per CCFS-311, Object Group 6000)	\$ 54,269,225
B. FTES for 2006/07	24,058
C. Foreign Student Charge per Academic Year (A/B)	\$ 2,256
D. Maximum Allowed Capital Outlay Fee, per Unit (C/30)	\$ 75
E. Capital Outlay Fee, per Unit Recommended	\$ 25

**2008/09  
Application Fee Calculation  
E.C.S. 76142**

A. Admission & Records Operating Expense for 2006/07 (per CCFS-311, A. C. 6200)	\$ 2,792,531
B. FTES for 2006/07	24,058
C. Student cost per academic year (A/B)	\$ 116
D. Maximum Allowed Application Fee, per Semester (C/2)	\$ 58
E. Application fee, per semester Recommended	\$ 52

**Comparison of Non-Resident Fees**

	<u>2006/07</u>	<u>2007/08</u>	<u>2008/09</u>
Non-Resident Tuition	\$ 156	\$ 173	\$ 181
Capital Outlay Fee	\$ 22	\$ 25	\$ 25
Application Fee	\$ 48	\$ 50	\$ 52

**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: Trustees' Requests for Attending Conferences

**ACTION:** Approval

---

**BACKGROUND**

The Orange County Department of Education requires that all travel/mileage expenses claimed by Trustees for official college business be approved by the Board of Trustees as well as their requests to attend upcoming conferences and meetings.

**STATUS**

The official trips reported in Exhibit A require approval for payment by the County of Orange.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve/ratify the Trustees' requests for attending conference(s) as shown in Exhibit A.

Item Submitted By: *Dr. Raghu P. Mathur, Chancellor*



**TRUSTEE ATTENDANCE AT CONFERENCES AND MEETINGS**

Trustees wishing to attend:

EVENT/LOCATION	DATE(s)*	ESTIMATED COST** (per person)
2008 National Conference on Trusteeship Westin Copley Place Hotel Boston, Massachusetts	April 12 - 15, 2008 (5)	\$3,500.00

\* The figure in parentheses is the estimated number of nights lodging

\*\* The amount listed includes estimated airfare, lodging, meals, and other expenditures

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Purchase Orders/Confirming Requisitions  
**ACTION:** Approval

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**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 order change order listings are submitted for approval of the Board of Trustees.

**STATUS**

Purchase orders processed in accordance with the general priorities of the adopted budget and numbered P08-0471 through P08-02885 amounting to \$3,047,030.93 are submitted to the Board of Trustees for approval. Confirming requisitions dated November 16, 2007 through December 20, 2007 totaling \$82,013.43 are also submitted.

**RECOMMENDATION**

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



## BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-02471 Through P08-02885

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-02471	GANDER-PRINTCO	FORMS/LETTERHEAD/SADDLEBACK	\$1,831.75
P08-02472	GANDER-PRINTCO	Alternative Evidence Form Printing	\$311.94
P08-02473	COLLEGE BOARD	PowerFaiDs Maintenance	\$16,385.00
P08-02474	SPECTRUM LABORATORY PRODUCTS	GLASSWARE FOR MICROBIOLOGY	\$533.25
P08-02475	KIRK XPEDX	Paper Order	\$680.60
P08-02476	BECKMAN HIGH SCHOOL	Beckman High School Online Chronicle Ad	\$100.00
P08-02477	SCANTRON CORPORATION	Scantron Item Analysis sheets	\$40.17
P08-02478	BORG EQUIPMENT & SUPPLY CO.	AUTOMOTIVE REPAIR PARTS	\$224.15
P08-02479	ELECTRONIX EXPRESS	ELECTRONIC SUPPLIES	\$186.42
P08-02480	HATTEN, ROBBIN	Workshop Presentation	\$200.00
P08-02481	DALLAS COUNTY COMMUNITY COLLEG	BUS 1 telecourse enrollment fee	\$792.00
P08-02482	RANCHO CAPISTRANO	Facility fee for use of soccer field	\$1,750.00
P08-02483	ACADEMIC SENATE	Membership Dues 2007-2008	\$1,499.46
P08-02484	BOARD OF REGISTERED NURSING	SCHOLARSHIPS FOR LICENSURE	\$420.00
P08-02485	AMAZON.COM	CD-rom copy of text for instructor useag	\$53.82
P08-02486	FOSSUM, NICOLE DANIELLE	#558276-N. FOSSUM, SSC SCHOLARSHIP	\$244.00
P08-02487	IRVINE BARCLAY THEATRE	Facility Rental	\$1,216.57
P08-02488	DISCOUNT SCHOOL SUPPLY	INSTRUCTIONAL SUPPLIES FOR CLASSROOMS	\$1,314.29
P08-02489	HUGHES, MELANIE	#932645-M.HUGHES, SSC SCHOLARSHIP	\$244.00
P08-02490	CONSUMERS PIPE & SUPPLY CO.	HVAC SUPPLIES	\$156.82
P08-02491	AACC	Membership Dues AACC 2008	\$7,950.00
P08-02492	TUSTIN CHAMBER OF COMMERCE	Membership renewal to Tustin Chamber of	\$175.00
P08-02493	ALLIED STORAGE CONTAINERS, INC	Storage container	\$4,596.63
P08-02494	O'NEIL PRODUCT DEVELOPMENT, IN	PRINTED PAPER ROLLS FOR PERMIT MACHINES	\$487.10
P08-02495	NAT'L ASSN OF LATINO ARTS AND	Library DVD per Ana Maria Cobos request	\$338.25
P08-02496	AMAZON.COM	Dept. Reference	\$39.03
P08-02497	PETE'S ROAD SERVICE	WAREHOUSE SUPPLIES	\$117.03
P08-02498	AMER. LOCKER SECURITY SYSTEMS	KEYED EVIDENCE LOCKERS	\$5,178.61
P08-02499	MODERN POSTCARD	Senior Day Postcards (2008)	\$526.63
P08-02500	B & H PHOTO	battery tester	\$63.57
P08-02501	ALT, MARIAN ALVS	800039 M. ALT SSG SCHOLARSHIP	\$244.00
P08-02502	INMAN, JENNIFER ANN	514076 JENN INMAN SCHOLARSHIP	\$244.00
P08-02503	ATKINS, PAUL ANTHONY	928576 PAUL ATKINS SCHOLARSHIP	\$244.00
P08-02504	DRAKE, KEITH ARLAN	597075 SSG SCHOLARSHIP	\$500.00
P08-02505	BOARD OF REGISTERED NURSING	SCHOLARSHIPS FOR LICENSURE	\$210.00
P08-02506	GILREATH, JACQUELINE	565915 SSG SCHOLARSHIP	\$500.00
P08-02507	PRIZMICH, CHRISTINA	984984 SSG SCHOLARSHIP	\$500.00
P08-02508	ALIX, ALLISON	926973 SSG SCHOLARSHIP	\$1,000.00
P08-02509	BARRICK, LISA	966750 SSG SCHOLARSHIP	\$1,000.00
P08-02510	KODI, BITA	559639 SSG SCHOLARSHIP	\$500.00
P08-02511	PRECISION MEASUREMENT SUPPLY	Instructional DVDs	\$245.62
P08-02512	RATHBONE, DEBORAH	940244 SSG SCHOLARSHIP	\$500.00
P08-02513	OC REGISTER	ADVERTISING	\$512.64
P08-02514	S & B FOODS	Refreshments for Region VIII Matriculati	\$100.37
P08-02515	MOUSER ELECTRONICS	RECHARGEABLE BATTERIES	\$390.66
P08-02516	WARD'S NATURAL SCIENCE	BIOLOGY SUPPLIES	\$140.11
P08-02517	GANDER-PRINTCO	Bus Cards Outreach Counselor for Melody	\$148.70
P08-02518	HORIZON	GRASS SEED	\$1,486.95
P08-02519	BROWN, MIKE GRANDSTANDS	Stadium Bleacher Rental	\$6,750.00
P08-02520	LATITUDES MAP & TRAVEL STORE	WORLD GLOBE	\$646.49
P08-02521	MOUSER ELECTRONICS	ELECTRONIC SUPPLIES	\$74.06
P08-02522	NAEYC	NAEYC SELF STUDY KIT	\$525.00
P08-02523	KEN'S SPORTING GOODS	baseball supplies	\$4,775.92
P08-02524	RED GATE SOFTWARE LTD.	Renewal of SQL Bundle Pro	\$795.19
P08-02525	PHYSICIAN SALES & SERVICE	SUPPLIES FOR MEDICAL ASSISTING	\$646.98

## BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-02471 Through P08-02885

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-02526	BENCH DEPOT	Instructional supply	\$ .00
P08-02527	VITAL LINK ED. & BUS. CONSORTIUM	Contract agreement	\$7,025.00
P08-02528	FLETCHER, ERIN	904270 E. FLETCHER SSG SCHOLARSHIP	\$244.00
P08-02529	OCPC MAGAZINE	advertising	\$3,750.00
P08-02530	G/M BUSINESS INTERIORS	Furniture for MSE Division Office	\$8,890.19
P08-02531	STARR, W.B. INC.	TREE SERVICE CAMPUS WIDE	\$19,850.00
P08-02532	BARNES & NOBLE	Invertebrate identification guide	\$64.00
P08-02533	COMPUTERLAND CORPORATE OFFICE	ADOBE LICENSES	\$33,265.44
P08-02534	NAEYC	ANNUAL REPORT FEE FOR NAEYC ACCREDITATIO	\$350.00
P08-02535	RITTER, KAREN	649499 SSG SCHOLARSHIP	\$1,000.00
P08-02536	TAPES AND . . .	TAPE	\$318.08
P08-02537	ECONOMIC ALTERNATIVES, INC.	PART FOR AC EQUIPMENT AT SSC	\$147.77
P08-02538	HALL & FOREMAN, INC.	PROVIDE SURVEYING SERVICES FOR QUAD IMPR	\$22,550.00
P08-02539	SYSTEMS SOURCE, INC.	Front Counter	\$845.84
P08-02540	IMAGE PRINTING SOLUTIONS	printing of IVC Registration receipts	\$1,826.36
P08-02541	INCENTRA SOLUTIONS	IT Software Engineering/Development Serv	\$83,200.00
P08-02542	INCENTRA SOLUTIONS	IT Software Engineering/Development Serv	\$97,200.00
P08-02543	OC BUSINESS JOURNAL	subscription to OC Business Journal	\$58.00
P08-02544	DAVIS INSTRUMENTS	WEATHER STATION SUPPLIES	\$46.71
P08-02545	FITNESS STANDARD	SHIM STAGE FLOOR TO LEVEL AT TRAP	\$3,203.79
P08-02546	ACTIVEPDF, INC	activePDF Subscription Renewal	\$287.00
P08-02547	PEOPLE ADMIN, INC.	Domain Name Change	\$500.00
P08-02548	ESCAPE TECHNOLOGY, INC.	Escape Upgrade User Acceptance Testing	\$3,750.00
P08-02549	MAYO HEALTH INFORMATION	Mayo Clinic Health Letter	\$27.00
P08-02550	SOCCCD TRUSTEE FOR FEDERAL/STA	Return to Title IV Funds	\$46.00
P08-02551	SMITH, DANIEL INC.	ART SUPPLIES	\$1,385.08
P08-02552	ESSENCE ENTERTAINMENT	Contract Services	\$880.00
P08-02553	LAB-VOLT SYSTEMS, INC.	Laser printer trainers	\$15,273.56
P08-02554	MINN. MINING & MFG. CENTER	Purchase Book Resensitizer.	\$3,650.85
P08-02555	CAROLINA BIOLOGICAL SUPPLY	ANATOMY AND BIOCHEMISTRY SUPPLIES	\$215.52
P08-02556	APPLE COMPUTER, INC.	Tech Refresh Software	\$223.04
P08-02557	WARD'S NATURAL SCIENCE	MINERAL PLATES used in lab	\$283.38
P08-02558	CDW COMPUTER CENTERS	Server for Transfer Grant	\$16,079.47
P08-02559	MEADOWS, BEN COMPANY	REPLACEMENT MEASURING TAPES	\$527.48
P08-02560	AMER. BLEACHER SYSTEMS	CONTRACT SERVICES	\$4,595.00
P08-02561	CPP, INC.	CAREER ASSESSMENT Strong in Color Prepai	\$1,605.75
P08-02562	TRUE COLORS	Career Exploration Class Materials	\$1,489.19
P08-02563	SYSO LOS ANGELES	Groceries for Culinary Labs.	\$2,000.00
P08-02564	COX MEDIA, INC.	Advertising	\$4,900.00
P08-02565	SADDLEBACK APPLIANCES	REFRIGERATOR FOR POL/WAREHOUSE	\$788.12
P08-02566	CHEFS' TOYS	Dept. Supplies	\$94.71
P08-02567	MPS	Base Unit for iClickers	\$204.46
P08-02568	SPECTRUM LABORATORY PRODUCTS	MICROBIOLOGY SUPPLIES	\$514.25
P08-02569	DISCOUNT SCHOOL SUPPLY	CHILD CARE SUPPLIES/RED ROOM	\$262.15
P08-02570	DISCOUNT SCHOOL SUPPLY	CHILD CARE SUPPLIES/YELLOW ROOM	\$168.91
P08-02571	WILMAD LAB GLASS	GLASSWARE FOR STUDENT USE	\$517.20
P08-02572	CAL'S CAMERAS	developer	\$155.46
P08-02573	DISCOUNT SCHOOL SUPPLY	CHILD CARE SUPPLIES/BLUE ROOM	\$258.48
P08-02574	WYTEC COMPANY	PHYSICS SUPPLIES	\$2,196.24
P08-02575	SO CAL GAS CO.	NATURAL GAS	\$1,500.00
P08-02576	UTRECHT	ART SUPPLIES-Fall 2007 Semester	\$239.66
P08-02577	XEROX CORPORATION	XEROX MACHINE MOVE	\$422.00
P08-02578	MARK IV PRINT COMMUNICATIONS	PROVIDE AND INSTALL ADDITIONAL DATA AT P	\$2,522.76
P08-02579	TROXELL COMMUNICATIONS, INC.	PROJECTOR AND SCREEN FOR CONFERENCE ROOM	\$2,268.49
P08-02580	D & M TROPHIES	Name Badges for Paramedic Students	\$664.50



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PO #	Vendor Name	Purchase Order Description	Total Cost
P08-02581	JIST WORKS, INC.	Attitude Surveys- Job and College	\$582.93
P08-02582	DELL MARKETING	Tech Refresh - Software	\$7,863.60
P08-02583	MAIN GRAPHICS	SPORTS POSTERS FOR IVC GOLF AND TENNIS T	\$1,160.12
P08-02584	CARMEL, LISA	Panel Presentation	\$50.00
P08-02585	WORKMAN, TIM	Panel Presentation	\$50.00
P08-02586	PROFORCE LAW ENFORCEMENT	POLICE EQUIPMENT	\$2,419.98
P08-02587	EDUCATIONAL RESOURCES, INC.	RN CAT LICENSE RENEWAL 07/08	\$210.00
P08-02588	BLAIR, DENISE	Workshop Presentation	\$420.00
P08-02589	ACP/CMA	Annual Membership to Associated Collegia	\$139.00
P08-02590	VWR INTERNATIONAL, INC.	MICROBIOLOGY SUPPLIES	\$651.91
P08-02591	ACEPEX MANAGEMENT CORPORATION	PROPERTY MAINTENANCE SERVICES	\$1,790.00
P08-02592	DELL MARKETING	Computers for Kiosks in A&R	\$4,159.15
P08-02593	DEVISE TECHNICAL PRODUCTS, INC	CLEAN DRAIN LINE	\$10,979.19
P08-02594	STEDMAN COMPUTER SYSTEMS	Software for SIS Project	\$10,967.87
P08-02595	CPP, INC.	Assessments (MBTI M/Typein College>	\$1,951.97
P08-02596	TROXELL COMMUNICATIONS, INC.	PROVIDE AND INSTALL PROJECTOR AND SCREEN	\$21,523.30
P08-02597	WINDSTREAM POWER LLC	PHYSICS SUPPLIES	\$81.91
P08-02598	MASTRANGELO, MARLENI	628640-SCHOLARSHIP GIVEN BY GRANT	\$500.00
P08-02599	KINSHIP CENTER	Keynote Presentation	\$460.00
P08-02600	KEYSTONE ENGINEERING SOLUTIONS	THIRD PARTY CONSULTANT TO REVIEW PAC HVA	\$840.00
P08-02601	CVIS, INC.	AUTODESK SUBSCRIPTION RENEWAL FOR 07/08	\$12,536.57
P08-02602	ULINE, INC.	Cardboard Mailers	\$408.87
P08-02603	IRVINE UNIFIED SCHOOL DISTRICT	Instructional Supplies - Tech Prep Progr	\$15,000.00
P08-02604	FAIR-PLAY SCOREBOARDS	GYM SCOREBOARD FOR IVC HS, PE & ATHLETIC	\$26,983.53
P08-02605	SEHI PROCOMP COMPUTER PRODUCTS	Xerox Print Cartridges (3 printers)	\$3,539.06
P08-02606	BLAIR, MARIA	Panel Presentation	\$50.00
P08-02607	GANDER-PRINTCO	BUSINESS CARDS	\$49.57
P08-02608	TROXELL COMMUNICATIONS, INC.	AV Equipment	\$40,150.88
P08-02609	GANDER-PRINTCO	BUSINESS CARDS FOR M.MILCHIKER	\$120.68
P08-02610	SMARDAN SUPPLY - EL MONTE	PLUMBING REPAIR PARTS	\$3,535.67
P08-02611	GRODT, MARLYS & ASSOCIATES	Rev. of Academic Adm/CL Mgmt. position	\$500.00
P08-02612	NETWORK HARDWARE RESALE	Server security switches	\$65,222.81
P08-02613	TRINITY TOOL COMPANY	AUTOMOTIVE SUPPLIES	\$172.21
P08-02614	HAMAMURA, NEIL	Contract Services	\$150.00
P08-02615	PEI, CAROL	Panel Member	\$50.00
P08-02616	GARCIA, AMANDA	Panel Presentation	\$50.00
P08-02617	GUITAR CENTER	DIGIDESIGN MBOX 2 MICRO	\$281.86
P08-02618	AUDIOMIDI.COM	MUSIC DEPARTMENT SOFTWARE	\$561.50
P08-02619	AARDVARK CLAY AND SUPPLIES	CERAMIC SUPPLIES	\$339.79
P08-02620	ORIENTAL TRADING COMPANY, INC.	SUPPLIES FOR SSG EVENTS	\$24.75
P08-02621	DELL MARKETING	SERVER FOR KEN PATTON	\$1,689.61
P08-02622	DELL MARKETING	RACK UPS REPLACEMENT	\$5,139.68
P08-02623	SCANTRON CORPORATION	REPLENISH SUPPLIES	\$208.68
P08-02624	HITT MARKING DEVICES, INC.	Red Ink Stamp for Marie	\$20.60
P08-02625	SEHI PROCOMP COMPUTER PRODUCTS	COLOR PRINTER FOR CHANCELLOR	\$301.31
P08-02626	BALLE DE MATCH	WOMEN'S TENNIS ATHLETIC GEAR	\$1,639.96
P08-02627	BALLE DE MATCH	MEN'S TENNIS ATHLETIC GEAR	\$1,245.91
P08-02628	PHYSICIAN SALES & SERVICE	SUPPLIES FOR NURSING	\$502.63
P08-02629	LAB SAFETY SUPPLY CO.	SAFETY SUPPLIES FOR CHEMISTRY	\$953.09
P08-02630	PRESS SOLUTIONS, INC.	Printing Holiday Post cards	\$162.31
P08-02631	EDITS PUBLISHERS	COPS Assessment / Edits Pub	\$384.70
P08-02632	NCS PEARSON, INC.	Assessment Testing Materials	\$1,049.13
P08-02633	COMMUNICATION ARTS	Graphics mag. subscription for Michael O	\$53.00
P08-02634	HISPANIC OUTLOOK IN HIGHER ED	Subscription renewal for Hispanic Outloo	\$19.95
P08-02635	MC MASTER CARR SUPPLY COMPANY	HVAC SUPPLIES	\$722.78

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PO #	Vendor Name	Purchase Order Description	Total Cost
P08-02636	JOHNSON, RITA ANN	District annual report mailing list upda	\$1,000.00
P08-02637	KIRK XPEDX	Paper to make copies	\$293.94
P08-02638	MENDOZA, JOSEPH JAY	Workshop Presentation	\$105.00
P08-02639	WEST COAST NETTING, INC.	Baseball Competitive Equipment	\$2,160.20
P08-02640	ALLSCRIPTS	Prescription meds	\$239.70
P08-02641	DELL MARKETING	KVM DIGITAL SWITCH	\$3,155.27
P08-02642	INSIGHT MEDIA	DVD FOR N-162	\$393.50
P08-02643	NAT'L STUDENT CLEARINGHOUSE	Agreement for the NSC Student Tracker Se	\$1,402.20
P08-02644	MEDCO SUPPLY COMPANY	Athletic Training supplies	\$287.73
P08-02645	RP GROUP	Payment for contract services	\$99,000.00
P08-02646	VANGENT, INC.	1098-T Tax Form Mailing/Postage	\$29,794.00
P08-02647	ANNENBERG/CPB PROJECT	Video's for classroom	\$438.60
P08-02648	WINDWOOD THEATRICALS, INC.	deposit for Forbidden Broadway	\$2,500.00
P08-02649	CPP, INC.	Open Req. for CPP Assessments	\$1,500.00
P08-02650	S & S COMMUNICATIONS	Radios	\$6,669.73
P08-02651	TROXELL COMMUNICATIONS, INC.	Baseball Competitive Equipment	\$759.94
P08-02652	MEDCO SUPPLY COMPANY	Trainers Competitive Equipment	\$814.59
P08-02653	U.S. POSTMASTER	POSTAL PERMITS	\$725.00
P08-02654	TENNESSEE TECH UNIVERSITY	Payment for NSF Subaward - Tennessee Te	\$20,221.56
P08-02655	MC KESSON GENERAL MEDICAL	medical supplies needed for students	\$1,444.79
P08-02656	NASCO WEST INDUSTRIES, INC.	EQUIPMENT FOR NURSING	\$859.85
P08-02657	LUNDSTROM & ASSOCIATES ARCHITE	ARCHITECTURAL FEES - A&R REMODEL	\$5,000.00
P08-02658	HEWLETT PACKARD	Web Security Assessment Software	\$21,550.00
P08-02659	BILLIARD WAREHOUSE, INC.	SUPPLIES	\$65.25
P08-02660	KK INDUSTRIES, INC.	Athletic equipment supplies	\$ .00
P08-02661	DAIGGER, A. & COMPANY, INC.	MARINE BIOLOGY SUPPLIES	\$210.58
P08-02662	TECHSMITH INC.	CAMTASIA/SNAGIT LICENSES	\$1,357.27
P08-02663	SEHI PROCOMP COMPUTER PRODUCTS	HP LASERJET PRINTER	\$862.32
P08-02664	FIBER CABLES DIRECT	Fiber Cables	\$590.38
P08-02665	COMPUTERLAND CORPORATE OFFICE	SYMANTEC GHOST LICENSES/MAINTENANCE	\$2,436.38
P08-02666	FULL COMPASS SYSTEMS	MUSIC DEPT SOFTWARE	\$12,433.89
P08-02667	B & H PHOTO	Monitors for computer stations	\$1,014.75
P08-02668	SECURITYWARE	LOCKS FOR COMPUTERS	\$209.73
P08-02669	MC KESSON GENERAL MEDICAL	SUPPLIES FOR NURSING	\$129.93
P08-02670	HARVARD APPARATUS	BIOLOGY SUPPLIES	\$417.18
P08-02671	SHATTINGER MUSIC	Music	\$61.78
P08-02672	BEST EQUIPMENT SERVICE TEAM	AUTOMOTIVE SUPPLIES	\$66.11
P08-02673	GANDER-PRINTCO	Acctg. DISBURSEMENT REQUEST Form	\$195.57
P08-02674	KEENAN & ASSOCIATES	Gen.Liability and Terrorism Coverage	\$5,489.00
P08-02675	TANGRAM INTERIORS	REMAINDER OF BANQUETTE	\$2,612.81
P08-02676	BARNES & NOBLE	ACTE GRANT RESEARCH BOOK	\$31.25
P08-02677	LA MOTTE CHEMICAL PRODUCTS CO	MARINE BIOLOGY SUPPLIES	\$156.28
P08-02678	POCKET NURSE ENTERPRISES, INC.	SUPPLIES FOR MEDICAL ASSISTING	\$1,343.78
P08-02679	CCS PRESENTATION SYSTEMS, INC.	Video Projectors	\$38,041.14
P08-02680	SPECTRUM INDUSTRIES, INC.	Computer Desks	\$26,197.38
P08-02681	TAUBENPOST, INC	LABELING 2008 SPRING BROCHURES	\$1,200.00
P08-02682	DELL MARKETING	Tech Refresh Computers	\$14,117.07
P08-02683	MARKETLAB, INC.	CENTRIFUGE FOR PHLEBOTOMY	\$388.82
P08-02684	ACADEMIC SUPERSTORE	Instructionsl Supplies	\$312.42
P08-02685	POCKET NURSE ENTERPRISES, INC.	SUPPLIES FOR NURSING	\$162.18
P08-02686	SEHI PROCOMP COMPUTER PRODUCTS	ink for colored copier	\$752.96
P08-02687	PARKHOUSE TIRE, INC.	TIRES	\$365.59
P08-02688	YELLOW GREEN PRODUCTIONS	Performance fee for Brazil-Brazil	\$5,000.00
P08-02689	BERGERON, WAYNE	fee for guest artist Bergeron	\$2,000.00
P08-02690	CERTIPORT	MOUS Testing Vouchers for Candidates	\$2,600.00



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PO #	Vendor Name	Purchase Order Description	Total Cost
P08-02691	SPORTS RESOURCE GROUP, INC.	BIOLOGY EQUIPMENT	\$451.00
P08-02692	BIZ PROMOTION	SOCCECD Staff Pins & Boxes	\$2,959.30
P08-02693	HALL, MICHAEL	GUEST SPEAKER SERIES, TKT #26710	\$100.00
P08-02694	AIGNER, DENNIS	GUEST SPEAKER SERIES, TKT #26710	\$100.00
P08-02695	ALLINSON, ROBERT E.	GUEST SPEAKER SERIES, TKT #26710	\$100.00
P08-02696	PLAYKILL 11, INC.	balance of performance fee for Forbidden	\$10,000.00
P08-02697	GANDER-PRINTCO	foms	\$552.11
P08-02698	RPM CONSULTANT GROUP	GASB 43 & 45 Compliance	\$82,500.00
P08-02699	OLSON, WAYNE R.	Payment needed for consultant for NATEF	\$3,000.00
P08-02700	BLICK, DICK COMPANY	ART SUPPLIES	\$472.40
P08-02701	MUSIC THEATRE INTERNATIONAL	Theatre Royalties	\$2,381.27
P08-02702	WELLER, LISA	Contract Services	\$280.00
P08-02703	EISENTRAUT, DONALD	Contract Services	\$400.00
P08-02704	ALLDATA LLC	ALLDATA SUBSCRIPTION RENEWAL	\$1,050.56
P08-02705	GOENGINEER	SOLIDWORKS SUBSCRIPTION RENEWAL	\$1,474.25
P08-02706	TRAFFIC CONTROL SERVICE, INC.	New Signage for Parking Lots	\$1,337.41
P08-02707	SWACC	Prop/Lib Coverage added for ATEP	\$2,434.00
P08-02708	RECORDING FOR BLIND/DYSLEXIC	RFBD annual membership fees per Kevin O'	\$500.00
P08-02709	ARMSTRONG MEDICAL INDUSTRIES	EQUIPMENT FOR NURSING	\$628.50
P08-02710	COMMUNITY COLLEGE LEAGUE OF CA	Ebook collections per Tom Weisrock reque	\$9,000.00
P08-02711	OC REGISTER	ADVERTISING	\$221.20
P08-02712	SHELF MASTER, INC.	STORAGE BINS FOR PHYSICS	\$356.35
P08-02713	VWR INTERNATIONAL, INC.	PHYSICS SUPPLIES	\$124.18
P08-02714	SADDLEBACK SAND & GRAVEL	GROUND SUPPLIES	\$484.88
P08-02715	GRACE TRAINING SUPPLY	SUPPLIES FOR NURSING	\$14,023.08
P08-02716	PARVO MEDICS, INC.	FITNESS SPECIALIST PROGRAM SUPPLIES	\$458.68
P08-02717	KAPCO LIBRARY PRODUCTS	Purchase instructional supplies.	\$408.74
P08-02718	GALE GROUP	Library books per Tom Weisrock request	\$989.39
P08-02719	NEAL-SCHUMAN PUBLISHERS, INC.	Library book per Ana Maria Cobos request	\$176.56
P08-02720	PRO AUDIO SOLUTIONS, LLC	Recording Package-Basic Aid Money	\$5,609.45
P08-02721	HARBOR FREIGHT TOOLS	COMPRESSOR FILTERS	\$58.79
P08-02722	SADDLEBACK GOLF CARS, INC.	Blanket Purchase Order	\$ .00
P08-02723	SIGMA ALDRICH CHEMICAL CO	CHEMISTRY SUPPLIES	\$231.11
P08-02724	BARCLAYS LAW PUBLISHERS	BARCLAYS TITLE 5 SUBSCRIP RENEWAL	\$268.00
P08-02725	CAPITOL ENQUIRY	Pocket Directory of the CA Legislature s	\$452.99
P08-02726	STATE WATER RES. CONTROL BOARD	INDUSTRIAL STORM WATER COMPLIANCE VIDEO	\$21.55
P08-02727	R.M. SYSTEM, INC.	FIRE ALARM REPAIRS & CONVERSION	\$3,000.00
P08-02728	BAMWALL CO.	permanent wall for B101	\$3,979.00
P08-02729	WELLER, LISA	Contract Services	\$125.00
P08-02730	HITT MARKING DEVICES, INC.	CUSTOM STAMP FOR EMERITUS	\$13.33
P08-02731	AMER. GEOTECHNICAL	GEOTECHNICAL SERVICES SC LIBRARY RENOVAT	\$875.00
P08-02732	WINK, J.	Baseball uniform supplies	\$890.78
P08-02733	PHOENIX KIOSK	Kiosks for A&R	\$16,996.63
P08-02734	DELL MARKETING	Technology Approved hrdwr, line#13	\$491.24
P08-02735	SANOFI PASTEUR	vaccine required for students	\$356.11
P08-02736	APPLE COMPUTER, INC.	APPLE LAPTOP COMPUTERS	\$10,654.15
P08-02737	MIDWEST LIBRARY SERVICE	Purchase books.	\$6,100.00
P08-02738	D.A.S. DISTRIBUTION, INC.	BIOLOGY SUPPLIES	\$610.42
P08-02739	APPLE COMPUTER, INC.	LAPTOP FOR TAMERA RICE	\$2,547.21
P08-02740	DELL MARKETING	DELL COMPUTER FOR PHOTO ID SYSTEM	\$1,533.54
P08-02741	BLANCHARD & LOEB PUBLISHERS	NURSE'S ASSESSMENT DVD SERIES	\$337.17
P08-02742	EDMUND SCIENTIFICS	MAGNETS FOR ROCK KITS	\$85.66
P08-02743	WARD'S NATURAL SCIENCE	BIOLOGY SUPPLIES	\$165.81
P08-02744	PRESQUE ISLE CULTURES	MICROBIOLOGY SUPPLIES	\$65.26
P08-02745	DELL MARKETING	Tech Refresh - toner	\$2,907.06

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PO #	Vendor Name	Purchase Order Description	Total Cost
P08-02746	MISSION PRINTING COMPANY, INC.	SC President Recruitment Brochure	\$1,012.85
P08-02747	MISSION PRINTING COMPANY, INC.	District Fast Facts Brochure.	\$926.65
P08-02748	MICROFIBER PRODUCTS ONLINE, INC	LASER POINTERS	\$258.60
P08-02749	DELL MARKETING	WARRANTY EXTENSION FOR DELL SERVERS	\$2,433.10
P08-02750	COMPUTERLAND CORPORATE OFFICE	3 ADOBE ACROBAT LICENSES	\$190.72
P08-02751	MOVIEMAKER MAGAZINE	Magazine subscription	\$26.00
P08-02752	UNIVERSAL SEATING COMPANY	Purchase shelving.	\$2,758.84
P08-02753	MISSION PRINTING COMPANY, INC.	Spring 2008 Brochures	\$4,951.11
P08-02754	CDW COMPUTER CENTERS	KEYBOARD	\$120.46
P08-02755	S & B FOODS	Fall, 2007 Dance Event Refreshments	\$2,000.00
P08-02756	SCANTRON CORPORATION	Scantrons for Assessment Center	\$966.15
P08-02757	GLAXO SMITH KLINE (GSK)	vaccine required for students	\$697.07
P08-02758	FIBER CABLES DIRECT	Fiber Cables - 1 meter	\$563.66
P08-02759	SEHI PROCOMP COMPUTER PRODUCTS	Student DMA supplies	\$1,443.63
P08-02760	MEDICAL EDUCATION TECHNOLOGIES	METIMAN EQUIP AND SOFTWARE	\$50,620.95
P08-02761	LEARNING RESOURCES INT'L, INC.	NURSING SOFTWARE	\$511.81
P08-02762	JIM'S MUSIC	HEADSETS - SENNHEISER EVOLUTION WIRELES	\$1,014.98
P08-02763	DELL MARKETING	Contract Renewal	\$3,474.88
P08-02764	AGILYSYS	Exchange servers storage enhancements	\$ .00
P08-02765	3D RAPID PROTOTYPING	GEOMAGIC LICENSES/MAINTENANCE	\$6,887.50
P08-02766	TAYLOR & FRANCIS	CHEMISTRY SOFTWARE	\$178.34
P08-02767	AMER. JETWAY CORP.	AUTOMOTIVE SUPPLIES	\$272.65
P08-02768	GANAHL LUMBER	BUILDING MATERIALS	\$122.80
P08-02769	W. W. GRAINGER	WELDING EQUIPMENT	\$613.03
P08-02770	LIBRARY OF CONGRESS	Pay for books.	\$325.00
P08-02771	CELEBRITY CLEANERS	Lab coat laundry	\$1,200.00
P08-02772	EBSO SUBSCRIPTION SERVICE	Pay for subscription.	\$ .00
P08-02773	ACTION DOOR REPAIR CORP.	DOOR INSTALLATION	\$878.20
P08-02774	SMITH, CINDRA JO	Consultant Fees/Travel Expenses	\$1,200.00
P08-02775	NEW REMOTES, INC.	SUPPLIES	\$65.00
P08-02776	DELL MARKETING	purchase toner for Dell printers	\$368.46
P08-02777	PC MALL GOV. INC.	TeTech Equip for Onsite Registration/Eme	\$678.87
P08-02778	TROXELL COMMUNICATIONS, INC.	Tech Refresh	\$677.75
P08-02779	SAMY'S CAMERA	parts for film equipment	\$58.88
P08-02780	CA DEPT OF TOXIC SUBSTANCE	CALIF ENVIRONMENTAL PROTECTION AGENCY	\$315.50
P08-02781	INSIGHT MEDIA	DVD for Human Services Programs	\$561.50
P08-02782	DELL MARKETING	Toner for Dell Printer #5300	\$612.02
P08-02783	DIAMOND PACIFIC	ART SUPPLIES	\$1,030.75
P08-02784	NEW PIG CORPORATION	POLY DRUM FUNNEL	\$231.35
P08-02785	COMMUNITY COLLEGE LEAGUE OF CA	Pay for online database renewals.	\$18,373.00
P08-02786	PROFORCE LAW ENFORCEMENT	WEAPON SIGHTS	\$1,415.45
P08-02787	AMEGA RANGES, INC.	CAMPUS POLICE SUPPLIES	\$447.25
P08-02788	S & B FOODS	Refreshments for High School Representat	\$107.37
P08-02789	CHRONICLE OF HIGHER EDUCATION	SUBSCRIPTION RENEWAL TO CHRONICLE OF HIG	\$82.50
P08-02790	PROAIR	REMOVE AND REINSTALL TWO CONDENSING UNIT	\$2,200.00
P08-02791	FERGUSON ENTERPRISES, INC.	PLUMBING SUPPLIES	\$622.07
P08-02792	OCE	Fax Drum Unit	\$225.22
P08-02793	ROOF CONSTRUCTION	ROOFING REPAIR	\$7,556.00
P08-02794	TOOLSHED SPORTS INTERNATIONAL	MEN'S VOLLEYBALL GAME SHORTS	\$646.50
P08-02795	DISCOVERY	EQUIPMENT FOR EMERITUS	\$351.45
P08-02796	DELL MARKETING	CLUSTER MEMORY UPGRADES FOR SERVER	\$344.58
P08-02797	WALKER BROTHERS MACHINERY	SECOND DELIVERY OF EQUIPMENT TO ATEP DMP	\$1,280.00
P08-02798	APPLAUSE LEARNING RESOURCES	Instructional DVD's-Language Lab.	\$417.42
P08-02799	DHK PLUMBING & PIPING, INC.	GYM - REWORK ALL BLACK PIPE TO COPPER	\$8,935.12
P08-02800	INTELECOM	COMPETITIVE EQUIPMENT - DVD	\$562.62



## BOARD OF TRUSTEES PURCHASE ORDER LISTING

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Purchase Order Numbers P08-02471 Through P08-02885

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-02801	MISSION PRINTING COMPANY, INC.	District Annual Report Printing.	\$13,091.63
P08-02802	MOUSER ELECTRONICS	ELECTRONIC PARTS	\$35.86
P08-02803	MISSION PRINTING COMPANY, INC.	Annual report distribution.	\$750.00
P08-02804	HARVARD APPARATUS	BIOLOGY SUPPLIES	\$251.99
P08-02805	BATTERY ZONE, INC.	RADIO BATTERIES	\$322.13
P08-02806	AMTECH RELIABLE ELEVATOR CO.	SERVICE CALL	\$607.50
P08-02807	AACC	2008 Annual Dues	\$1,220.00
P08-02808	CALED	Membership/Institutional	\$80.00
P08-02809	CORPORATE BUSINESS INTERIORS	FILE DRAWERS AND BLINDS	\$513.82
P08-02810	WENGER CORPORATION	UPPER PODIUM ASSEMBLY	\$995.55
P08-02811	AA EQUIPMENT RENTALS	MOWER	\$37,531.48
P08-02812	G/M BUSINESS INTERIORS	ERGONOMIC CHAIRS	\$980.53
P08-02813	SIMS WELDING SUPPLY	WELDING EQUIPMENT	\$2,334.07
P08-02814	DIRECTRON.COM	Two 8 port 10/100 switches and ten patch	\$116.83
P08-02815	DELL MARKETING	Toner cartridges for Reading Lab.	\$522.03
P08-02816	DELL MARKETING	Technology supplies	\$323.22
P08-02817	AMER. PSYCHOLOGICAL ASSOCIATIO	Library computer file per Ana Maria Cobo	\$11.96
P08-02818	SEHI PROCOMP COMPUTER PRODUCTS	Printers and ink for Biology Instructors	\$1,699.78
P08-02819	BARNES, TORHON	Panel Presentation	\$50.00
P08-02820	OC REGISTER	ADVERTISING	\$327.52
P08-02821	LFR PRODUCTIONS	Machining DVDs	\$233.34
P08-02822	ADORAMA CAMERA	Darkroom Equipment	\$441.52
P08-02823	PML MICROBIOLOGICALS	MICROBIOLOGICAL MEDIA	\$198.88
P08-02824	YAMINSKI, NINA	Workshop Presentation	\$420.00
P08-02825	PRINTECH, INC.	Pocket Folders	\$2,436.07
P08-02826	AARDVARK CLAY AND SUPPLIES	ART SUPPLIES	\$4,862.27
P08-02827	MOUSER ELECTRONICS	PHYSICS SUPPLIES	\$210.40
P08-02828	REIS, KESSIA OLIVEIRA	635104 KESSIA REIS SCHOLARSHIP	\$244.00
P08-02829	LAGUNA CLAY CO.	ART SUPPLIES	\$1,115.21
P08-02830	CSK AUTO, INC.	ART SUPPLIES	\$2,039.18
P08-02831	SAX ARTS & CRAFTS	ART SUPPLIES	\$401.91
P08-02832	SIMS WELDING SUPPLY	Art Supplies	\$300.00
P08-02833	IMPEX TECHNOLOGIES, INC.	Load Balancing Support Renewal	\$1,500.00
P08-02834	L.A. TIMES	LA TIMES SUBSCRIPTION	\$77.74
P08-02835	SAMY'S CAMERA	Photo Supplies-Blanket P.O.	\$500.00
P08-02836	OC REGISTER	Newspaper Subscription	\$195.00
P08-02837	SCIENCE NEWS MAGAZINE	SCIENCE NEWS MAGAZINE	\$40.88
P08-02838	SYSTEMS SOURCE, INC.	Ergonomic Monitor Arms & Keyboard Trays	\$1,178.90
P08-02839	SAN JUAN COMPANY	Rent for KSBR Transmitter Site	\$8,052.55
P08-02840	SCOTT, GUISELLE	Workshop Presentation	\$420.00
P08-02841	PENN CORP. RELOCATION SVCS INC	MOVE CACT FURNITURE TO ATEP	\$2,049.62
P08-02842	LUNA, SELENIA	972769 S. LUNA SSG SCHOLARSHIP	\$244.00
P08-02843	ROTO-ROOTER SERVICE & PLUMBING	EMERGENCY PLUMBING REPAIR AT S/M BLDG.	\$599.83
P08-02844	KNORR SYSTEMS, INC.	SERVICE/PARTS FOR HEATER	\$704.90
P08-02845	COAST LEARNING SYSTEMS	license agreement for telecourse broadca	\$1,200.00
P08-02846	SWANSON, ANDERS N.	Performance fee for "The Billys" 7/26/08	\$8,000.00
P08-02847	TITAN OUTDOOR	Fee for advertising on OCTD buses	\$4,701.00
P08-02848	WALTERS VISTA	WELDING/ELECTRICAL SUPPLIES	\$136.34
P08-02849	VICTORY CUSTOM ATHLETIC, INC	Baseball supplies	\$1,328.15
P08-02850	APPLE COMPUTER, INC.	COMPUTER LAB HARDWARE & SOFTWARE	\$731.57
P08-02851	COMPREHENSIVE VIDEO SUPPLY	AV Cables	\$5,512.92
P08-02852	VWR INTERNATIONAL, INC.	SPILL KIT	\$95.65
P08-02853	MC KESSON GENERAL MEDICAL	medical supplies	\$381.36
P08-02854	BOARD OF REGISTERED NURSING	SCHOLARSHIPS FOR LICENSURE	\$105.00
P08-02855	EMERGENCY MEDICAL PRODUCTS	Supplies for Paramedic Students	\$2,605.88

## BOARD OF TRUSTEES PURCHASE ORDER LISTING

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Purchase Order Numbers P08-02471 Through P08-02885

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-02856	BOUNDTREE MEDICAL	Supplies for Paramedic Students	\$888.08
P08-02857	MC KESSON GENERAL MEDICAL	Supplies for Paramedic Students	\$80.81
P08-02858	GOODSON MANUFACTURING COMPANY	AUTOMOTIVE SUPPLIES	\$130.51
P08-02859	QUALITONE INDUSTRIES, INC.	Mic Stands	\$286.32
P08-02860	SEHI PROCOMP COMPUTER PRODUCTS	Supplies for Publications	\$1,693.74
P08-02861	CA POWER PARTNERS, INC	ENERGY CONSERVATION PROJECTS	\$1,492,751.00
P08-02862	AIR PRO SUPPLY	EXHAUST FAN	\$238.77
P08-02863	SCHLAIFER'S ENAMELING SUPPLY	ART SUPPLIES	\$155.63
P08-02864	SNAP-ON TOOLS CORP.	TOOLS	\$243.19
P08-02865	HAUSER & MILLER	ART SUPPLIES - SPRING 2008	\$255.97
P08-02866	RIO GRANDE ALBUQUERQUE	ART SUPPLIES - SPRING 2008	\$211.77
P08-02867	WESTERN ARTS ALLIANCE	Institutional Membership	\$400.00
P08-02868	ALLSTEEL INC.	FILE DRAWERS	\$491.34
P08-02869	TROXELL COMMUNICATIONS, INC.	Tech Refresh Media Equipment	\$1,392.13
P08-02870	COLLINS COMPANY	TENNIS CART FOR TENNIS INSTRUCTOR	\$218.65
P08-02871	LAERDAL MEDICAL CORP.	SIMMAN EQUIPMENT AND SOFTWARE	\$51,349.41
P08-02872	PBS VIDEO	F.A.T. City-learning disabilities DVD	\$107.64
P08-02873	MEDIA EDUCATION FOUNDATION	Library DVD per Ana Maria Cobos request	\$324.86
P08-02874	HEWLETT PACKARD	printer parts	\$37.33
P08-02875	CCS PRESENTATION SYSTEMS, INC.	SmartBoard	\$18,280.38
P08-02876	OC PRINTING CO.	THINK TRANSFER BROCHURE	\$1,581.88
P08-02877	REDLINE DETECTION	AUTOMOTIVE EQUIPMENT	\$856.61
P08-02878	METALLIFEROUS	ART SUPPLIES - SPRING 2008	\$501.14
P08-02879	TROXELL COMMUNICATIONS, INC.	Projector Installation	\$18,900.00
P08-02880	WEST COAST INTERNET, INC.	INTERNET SERVICE FOR EMERITUS	\$259.35
P08-02881	TROXELL COMMUNICATIONS, INC.	Install new AV Cable in BGS Bldg	\$8,970.00
P08-02882	HORIZON	GROUPS SUPPLIES	\$3,534.20
P08-02883	SAMY'S CAMERA	Signage Materials	\$716.54
P08-02884	SKY PUBLISHING	Subscription to Sky & Telescope	\$42.95
P08-02885	COLLICUTT ENERGY SERVICES	PROVIDE TECHNICIAN TO BOROSCOPE	\$1,518.94

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\$3,047,030.93



## BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

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Req. #	Vendor Name	Description	Total Cost
RD08-01447	WELLS FARGO #2078 (DIST TRAVL)	Hospitality Suite-Room Rental	\$500.00
RD08-01446	BAKER & TAYLOR ENTERTAINMENT	Library DVD per Tom Weisrock request	\$25.82
RD08-01445	MOLLARD CONDUCTING BATONS	Purchased Music	\$92.64
RD08-01444		THE CHRONICLE TECH FORUM CONFERENCE/R. M	\$0.00
RD08-01443	EDUCATIONAL MUSIC SERVICE	Music Purchased	\$622.13
RD08-01442	LASER SOURCE	Non instructional repair	\$86.13
RD08-01436	BAKER & TAYLOR ENTERTAINMENT	Library dvds per Tom Weisrock request	\$636.16
RD08-01435	MATTHEWS, DUANE	Art Supplies	\$576.78
RD08-01434	UCLA CONFERENCE CENTER	UCLA Lake Arrowhead Conference Center	\$990.00
RD08-01433		Repair of non instructional equipment -	\$400.00
RD08-01432		Reimbursement	\$0.00
RD08-01431	TICKET ENVELOPE COMPANY	Blank Ticket Envelopes	\$178.75
RD08-01430	LEXIS-NEXIS/MATTHEW BENDER	Library books per Tom Weisrock request	\$179.03
RD08-01429	MC CORD, ROY	Reimbursement for HOTS, October 7, 2007	\$154.00
RD08-01428	WYCHE, SONJA	Reim. S. Wyche -L.A. Job Fair	\$204.60
RD08-01414	BAGGS, TRUDI	Conference requisition for Trudi Baggs	\$987.30
RD08-01413	CLARK SECURITY PRODUCTS	CYLINDERS AND KEYS	\$2,305.41
RD08-01412			\$0.00
RD08-01411	A-1 INTERNATIONAL TV SALES &	Repair of 2 Panasonic cameras	\$657.97
RD08-01410	DUMAS, PAT	Conference for Patricia Dumas	\$1,225.60
RD08-01409	WYCHE, SONJA	Reim. S. Wyche - Job Fair 2008	\$70.00
RD08-01408	JEFFRIES, SANDY	Reim. S. Jeffries-Job Fair 2008	\$70.00
RD08-01407	GRAHAM, ESTER	Reim. E. Graham-Job Fair 2008	\$70.00
RD08-01406	LORCH, TEDDI	Reim. T. Lorch-Job Fair	\$70.00
RD08-01405	MILLER, FRANCES	Reim. F. Miller-L.A. Job Fair	\$204.60
RD08-01404	LAKOW, TONI	Reim. T. Lakow-L.A. Job Fair	\$204.60
RD08-01403	SADDLEBACK GOLF CARS, INC.	Repair	\$899.95
RD08-01402	VASQUES, FRANCISCO	Repair	\$350.00
RD08-01401	WOOD, LINDA	Reimbursement for Food-SB Classied Dev.	\$1,162.98
RD08-01400	MC LEOD, PAUL	Fees for American Scholastic Press Assoc	\$50.00
RD08-01399	KNORR SYSTEMS, INC.	REPAIR & PARTS FOR POOL HEATER	\$0.00
RD08-01398		Reimburse for food Classified Dev. Semin	\$0.00
RD08-01397	SMITH, DIANE M.	Tutorial Book	\$52.74
RD08-01396	BAKER & TAYLOR ENTERTAINMENT	Library book per Tom Weisrock request	\$49.66
RD08-01395	RICHARDS, JOHN	Reimbursement for Laboratory Supplies	\$2.84
RD08-01394	SALEM PRESS, INC.	Library books per Tom Weisrock request	\$221.97
RD08-01393	AMBER MARINE	Repair Work on the 15-ft Whaler	\$1,508.28
RD08-01392		Danaka France to SWACSM Conference	\$200.00
RD08-01391	WELLS FARGO #3317 (DISTRICT)	OFFICE MAX	\$24.83
RD08-01390	GRIFFIN, SANDRA	Job Fair 2008 - Sandy Griffin	\$861.00
RD08-01389	MILLER, FRANCES	Job Fair 2008 - Fran Miller	\$861.00
RD08-01388	MUNNS, JAKE	Job Fair 2008 - Jake Munns	\$861.00
RD08-01387	LAKOW, TONI	Job Fair 2008 - T. Lakow	\$861.00
RD08-01386	CHANDOS, RAY	Reimbursement for supplies order	\$161.89
RD08-01385		CONFERENCE FOR CATHIE PETERSON	\$0.00
RD08-01384	TIONGSON, EDWIN	Reimbursement for HS Parliamentary Debat	\$0.00
RD08-01383	TIONGSON, EDWIN	Reimbursement for HS Parliamentary Debat	\$0.00
RD08-01382	S & S COMMUNICATIONS	Radio Repair	\$195.00
RD08-01381	SARDUCCI'S CAPISTRANO DEPOT	Reimbursement for division luncheon	\$0.00
RD08-01380	AACC	2008 Annual Dues	\$0.00
RD08-01379	WELLS FARGO #3317 (DISTRICT)	VeriSign	\$399.00
RD08-01378	S & B FOODS	DLC MEETING	\$121.22
RD08-01377	WELLS FARGO #3465 FISCAL-IVC	Xpdex-Special order paper for Publicatio	\$110.00
RD08-01376	COMMUNITY COLLEGE LEAGUE OF CA	Travel Expenses	\$548.46
RD08-01375	WELLS FARGO #4198 FISCAL-SBC	KK Industries- Athletic Equipment Suppli	\$150.00
RD08-01374	SNEED, DONNA	Reimbursement for Health and Lifestyle C	\$33.98

## BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

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Req. #	Vendor Name	Description	Total Cost
RD08-01373	CURTIS, PAUL	Reimburse Paul Curtis, replaces ReqRD08-	\$45.00
RD08-01372	COPYNET OFFICE SOLUTIONS, INC	COPY MACHINE REPAIRS, TWO SEPERATE REPAI	\$601.25
RD08-01370	HERNANDEZ-BRAVO, CARMENMARA	Reimbursement for 2 Spanish VHS purchase	\$41.93
RD08-01369	BAUDVILLE	HR Staff Certificates	\$124.45
RD08-01368	CA CHAMBER OF COMMERCE	2008 Legal Poster - EEO/Staff Div.	\$50.33
RD08-01355	SAIS, MARLENE	staff development activity	\$102.25
RD08-01354	POHL, JUDI	Staff Development Expense Reimbursement	\$47.96
RD08-01353	BRENNAN, KATHLEEN	staff development activity	\$31.10
RD08-01352	PLANO, GWEN	Postage reimbursement	\$5.95
RD08-01351	MILLER, SOPHIE	Reimbursement for Accred. Team Lunches	\$27.42
RD08-01350		Reimbursement for posters for Dance prog	\$257.00
RD08-01349	AQUASOLVER	Reimbursement, tilapia food	\$ .00
RD08-01348	YANNI, NORMA	staff development reimbursement	\$17.37
RD08-01347	ROCKLIN, PATTY	staff development reimbursement	\$127.40
RD08-01346	S & B FOODS	Payment to S&B Foods, SC catering div	\$149.77
RD08-01345	TIONGSON, EDWIN	Reimbursement for HS Parliamentary Debat	\$74.65
RD08-01344	S & B FOODS	Payment to S&B Foods	\$294.48
RD08-01343	SALEM PRESS, INC.	Library books per Tom Weisrock request	\$340.49
RD08-01342	MUCHIRAHONDO, DORIS	staff development activity reimbursement	\$126.79
RD08-01341	MINEO, DONALD	staff development reimbursement	\$184.80
RD08-01340	TOSCANO, LAURA	Laura Toscano to attend CCC Student Serv	\$ .00
RD08-01339	WELLS FARGO #4198 FISCAL-SBC	Office Max - Envelopes	\$21.93
RD08-01338	ALFORD, JOANN	Jo Ann Alford to attend CCC Student Serv	\$ .00
RD08-01337	MOVIEMAKER MAGAZINE	Magazine subscription	\$ .00
RD08-01336	SADDLEBACK COLLEGE FOUNDATION	Remit Grant funds to Foundation Account	\$4,729.48
RD08-01335	S & B FOODS	Catering Invoice	\$12.93
RD08-01334	S & B FOODS	TECH PREP CONSORTIUM MEETING	\$64.00
RD08-01333	ACCU-SERV	Brake lathe repair	\$150.00
RD08-01332	WELLS FARGO #4198 FISCAL-SBC	PURCHASE 2008 DATE CALENDAR INSERTS	\$50.00
RD08-01331	CASHIER-DEPT.PESTICIDE REG.	PESTICIDE LICENSE RENEWAL	\$60.00
RD08-01330	ABC-CLIO, INC.	Library books per Tom Weisrock request	\$1,753.54
RD08-01329	SHACKLEFORD, KEITH	GASOLINE REIMBURSEMENTS	\$320.00
RD08-01328	HUGGINS, BARBARA	CONF. IN SF FOR B. HUGGINS	\$1,845.00
RD08-01327	ACCCA	CONFERENCE FOR LISE TELSON	\$595.00
RD08-01326	RENNE, LINDA	Linda Renne to SARS-Tutoring/Learning Ce	\$58.20
RD08-01325	HUGGINS, BARBARA	CONFERENCE FOR BARBARA HUGGINS	\$445.66
RD08-01324	LRP PUBLICATIONS, INC.	Disability Newsletter	\$198.00
RD08-01323	IVC BOOKSTORE	November 2007 EOPS bookstore billing	\$562.56
RD08-01322	MALAGON, SANDRA	staff development function reimbursement	\$19.20
RD08-01321	SJM INDUSTRIAL RADIO	2-WAY RADIO REPAIR	\$292.00
RD08-01320	BAMWALL CO.	B-200 EMERGENCY DOOR REPAIR	\$435.00
RD08-01319	POWER FORD TUSTIN	VEHICLE REPAIR/SMOG CERTIFICATION	\$248.41
RD08-01318	S & B FOODS	Food for IVC Classified Senate Meeting	\$145.46
RD08-01317	WEST PUBLISHING CO.	Lawbook Updates for VCHR	\$145.47
RD08-01316	INLOW, LISA	Student Supplies	\$65.84
RD08-01315	GREY HOUSE PUBLISHING	Library books per Tom Weisrock request	\$359.00
RD08-01314	ENGLAND, DARREN D.	Reimburse staff member for books used in	\$47.68
RD08-01313	MUELLER, BETH	Travel to Sacramento for 50% Meeting	\$328.00
RD08-01312	WEST GROUP	Library law book per Tom Weisrock reques	\$94.82
RD08-01311	NGUYEN, HALEY	Student Supplies	\$160.61
RD08-01310	THOMAS, ARLENE	Reimbursement for Dept. Supplies	\$264.15
RD08-01309	MC CLAIN, CONNIE	Reimb Staff Development Activity UHH 11/	\$79.73
RD08-01308	ALFORD, JOANN	reimburse staff development expenses	\$146.83
RD08-01307	KING, ROBERT E.	Reimbursement to VCHR	\$ .00
RD08-01305	A-1 AWARDS	Gavel Plaque for Board President	\$106.94
RD08-01304	WILLIAMS, MARY	staff development activity reimbursement	\$71.13



## BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

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Req. #	Vendor Name	Description	Total Cost
RD08-01303	PARRA, LORI	staff development activity	\$138.68
RD08-01302	GCS SERVICE, INC.	Equip. Repair	\$260.35
RD08-01301	ECOLAB INC.	Dept. Supplies	\$1,363.33
RD08-01300	BELLIN, LAURA E.	Reimbursment for travel	\$43.22
RD08-01299	HOTSY OF SOUTHERN CALIFORNIA	Service call	\$129.00
RD08-01298	SOCCCD REVOLVING FUND	Reimburse Revolving Cash Fund	\$13,000.00
RD08-01297	U.S. POSTMASTER	POSTAGE FOR WELCOME DAY	\$561.70
RD08-01296	HOKE OUTDOOR ADVERTISING, INC.	Nutcracker banners	\$436.29
RD08-01295	WELLS FARGO #3317 (DISTRICT)	OFFICE MAX	\$9.70
RD08-01294	HIXON, LORNA	Reim. L. Hixon - postage	\$9.80
RD08-01293	MEYER, CLIFFORD	Reimbursement	\$318.76
RD08-01292	SHATTINGER MUSIC	Music	\$ .00
RD08-01291	O'BUCHON, JANINE	O'BUCHON CONF. ATTENDANCE	\$77.00
RD08-01290	S & B FOODS	Fee for refreshments for Accreditation V	\$52.80
RD08-01289	1ST JON INC.	Fee for portable restrooms	\$525.00
RD08-01288	LEVENSON, FABIENNE	REIMB. F.LEVENSON/FOR DANCE COSTUMES MAT	\$241.44
RD08-01287	GOROSPE, CHRISTINA	STUDENT SUCCESS EVENT	\$427.62
RD08-01286	COACH AMERICA	Bus for EI Field Trip on 12/8 to K.Crest	\$1,013.00
RD08-01285	THOMSON LEARNING	Copyright permissions	\$265.20
RD08-01284	OC REGISTER	ADVERTISING	\$747.60
RD08-01283		Fee for portable restrooms for High Scho	\$525.00
RD08-01282	BAKER & TAYLOR ENTERTAINMENT	Library books per Tom Weisrock request	\$367.16
RD08-01281	OXFORD UNIVERSITY PRESS	Library books per Tom Weisrock request	\$25.74
RD08-01280	NCMPR	Medallion Awards Certificates for KGarne	\$60.00
RD08-01279		Payment needed for consultant contract W	\$ .00
RD08-01278	WELLS FARGO #4198 FISCAL-SBC	WebCams Special	\$325.00
RD08-01277	HULSE, NANCY	Attend Accounts Payable CASBO Workshop	\$250.00
RD08-01276	STAGGS, CYNDI	Attend Accounts Payable CASBO Workshop	\$250.00
RD08-01275	IRWIN, DELORES	Attend Accounts Payable CASBO Workshop	\$250.00
RD08-01274		For Presentation of IVC Ads	\$485.87
RD08-01273	WELLS FARGO #3317 (DISTRICT)	Office Max	\$54.21
RD08-01272	DAVIS-ALLEN, LISA	Milage & Parking Reimbursement	\$50.07
RD08-01271	ARS ENTERPRISES, INC.	Repair of Large Autoclave	\$ .00
RD08-01270	WELLS FARGO #3317 (DISTRICT)	Verisign	\$698.00
RD08-01269	COPYNET OFFICE SOLUTIONS, INC	Copy Machine Repair	\$246.75
RD08-01268	CURTIS, PAUL	Reimbursement: Paul Curtis for Koi Food	\$20.00
RD08-01267	SABLE SYSTEMS INT'L INC.	Repair of Field Oxygen System	\$3,510.00
RD08-01266	SAUTER, MIKE	Reimburse staff member for conference at	\$656.90
RD08-01265	SHERLING, DOROTHY	Reimbursement for conference	\$1,366.26
RD08-01264	SMITH, THOMAS L.	Reimbursement for Tom Smith	\$59.88
RD08-01263	ROBINSON, JOHN	Reimbursement for supplies	\$39.84
RD08-01262	SADDLEBACK VALLEY U.S.D.	REIMBUSEMENT FOR 7 & 8 GRADE GRANT	\$297.00
RD08-01261		Xerox Color Printer - Fuser	\$299.00
RD08-01260	PEPPER, J.W. & SON, INC.	Music Purchased	\$88.14
RD08-01259	SOUTHWELL, LINDA	Reimbursement	\$32.31
RD08-01258	SAIS, MARLENE	Reim. for laminated flyers	\$122.84
RD08-01257	IVC BOOKSTORE	October 2007 CARE bookstore billing	\$124.45
RD08-01256	IVC BOOKSTORE	October 2007 IVC EOPS bookstore billing	\$5,479.44
RD08-01255	BOB PARRETT CONSTRUCTION, INC.	CONSTRUCT WATER HEATER CLOSET	\$3,735.00
RD08-01254	ANAHEIM BAND INSTRUMENTS	Instrument Repair	\$155.09
RD08-01253	MANDERS, RACHEL	Food & Bev	\$13.58
RD08-01252	S & B FOODS	ISO Orientation	\$392.10
RD08-01251	ATI	ATI/TEAS TESTS	\$1,600.00
RD08-01250	MANDERS, RACHEL	FedEx Costs	\$23.88
RD08-01247	KUYKENDALL, CAROLYN	Reimbursement for Conference Attendance	\$ .00
RD08-01246		COMPLIANCE TEST	\$ .00

## BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

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Req. #	Vendor Name	Description	Total Cost
RD08-01245	MORRIS, JOHE	REIMBURSEMENT FOR SUPPLIES	\$146.41
RD08-01244	SO COUNTY CHAMBER OF COMMERCE	South OC Regional Chamber membership for	\$ .00
RD08-01243	WILLIAMS, JOHN	2008 COMMUNITY COLLEGE FUTURES ASSEMBLY	\$2,075.00
RD08-01242	CLARK, KATE	UC Counselor Conference Reimbursement	\$60.00
RD08-01241	TOSCANO, LAURA	CONFERENCE FOR LAURA TOSCANO	\$40.00
RD08-01240	ALFORD, JOANN	CONFERENCE FOR JO ANN ALFORD	\$40.00
RD08-01238	ELSEVIER, INC.	Instructional Books for Paramedic Studen	\$161.78
RD08-01237	COACH AMERICA	Bus for EI Field Trip/Chattopadhyay/11/2	\$846.00
RD08-01236	OC BUSINESS JOURNAL	OC Business Journal subscription	\$58.00
RD08-01234	LASER SOURCE	Non Instructional Repair	\$172.26
RD08-01233	S & B FOODS	payment for coffee for managers meeting	\$10.78
RD08-01232	SNEED, DONNA	Reimbursement for PAC Gala	\$17.75
RD08-01231	WELLS FARGO #4198 FISCAL-SBC	Room reservation for Accreditation team	\$278.64
RD08-01230	DALY, TRACY	REIMBURSEMENT	\$12.70
RD08-01229	RAINBOW RESOURCE DIR*****	ffkf	\$ .00
RD08-01228	LEE, M. BRUCE	Purchased a five port Netgear Ethernet s	\$43.09
RD08-01227	S & B FOODS	DLC MEETING	\$67.34
RD08-01226	OXFORD UNIVERSITY PRESS	Library book per Tom Weisrock request	\$8.58
RD08-01225	BAKER & TAYLOR ENTERTAINMENT	Library DVD per Tom Weisrock request	\$25.82
			=====
			\$82,013.43



**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Payment of Bills  
**ACTION:** Approval

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**BACKGROUND**

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

**STATUS**

Checks Nos. 066119 through 067196, processed through the Orange County Department of Education, totaling \$7,323,177.13; Checks Nos. 009101 through 009126, processed through Saddleback College Community Education, totaling \$64,980.78; and Check Nos. 008377 through 008396, processed through Irvine Valley College Community Education, totaling \$26,574.85 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.

## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066119	11/16/07	AT & T MOBILITY	\$64.96	2 CELL PHONES AND SERVICE
O	066120	11/16/07	AT&T/MCI	\$897.87	CACT TELEPHONE/DATA SERVICE
O	066121	11/16/07	CITY OF TUSTIN	\$550.00	MCAS SUBLEASE CITY OF TUSTIN
O	066122	11/16/07	PACIFIC PARKING SYSTEMS, INC.	\$2,304.50	Bill Acceptor
O	066123	11/16/07	PARKWAY LAWNMOWER SHOP	\$44.83	OPEN P.O. FOR SUPPLIES
O	066124	11/16/07	KEN PATTON	\$142.80	RapidTech Hosting Fee
O	066125	11/16/07	J.W. PEPPER & SON, INC.	\$1,338.34	Blanket Purchase order for music
O	066126	11/16/07	PRAXAIR	\$41.12	Praxair
O	066127	11/16/07	QUEST DIAGNOSTICS	\$893.79	Purchase lab testing for students
O	066128	11/16/07	QUICK SORT SANTA ANA, INC.	\$349.97	Bulk Mailing Postage
O	066129	11/16/07	LARRY RADDEN	\$367.44	Reimbursement-Larry Radden
O	066130	11/16/07	RECALL SECURE DESTRUCTION	\$79.32	Shredding Account Documents 07/08
O	066131	11/16/07	RICOH AMERICAS CORPORATION	\$170.63	Toner for Ricoh Copier
O	066132	11/16/07	RIO GRANDE ALBUQUERQUE	\$563.99	ART SUPPLIES
O	066133	11/16/07	RISO, INC.	\$600.00	Maintenance for new HC5500
O	066134	11/16/07	ANNE ROCHA	\$16.25	Reimbursement for Postage
O	066135	11/16/07	RR SYSTEMS, INC.	\$958.00	VILLAGE MOVING
O	066136	11/16/07	S & B FOODS	\$4,589.60	Com. Rel-EEO/Staff Diversity
O	066137	11/16/07	SADDLEBACK VALLEY UNIFIED	\$8,059.16	GIS CTE Grant Expenses
O	066138	11/16/07	SAFEWAY INC/PAVILIONS	\$223.35	Groceries for Foods Lab (summer/fall)
O	066139	11/16/07	SALEM PRESS, INC.	\$154.09	Library book per Tom Weisrock request
O	066140	11/16/07	SAN DIEGO GAS & ELECTRIC	\$1,233.41	Electric Service Billing for SDG&E
O	066141	11/16/07	SAN DIEGO GAS & ELECTRIC	\$54,233.40	Electric Service Billing for SDG&E
O	066142	11/16/07	SARGENT-WELCH LLC	\$448.93	CHEMISTRY SUPPLIES
O	066143	11/16/07	FHEG - SADDLEBACK BOOKSTORE	\$36.10	BLANKET PO FOR BOOKSTORE
O	066144	11/16/07	SCANTRON CORPORATION	\$312.83	Scantron forms for student use
O	066145	11/16/07	HOLLY SCHWARTZ	\$28.02	Reimburse instructor for tape dub
O	066146	11/16/07	SCIAC	\$75.00	Annual SCIAC Membership Dues 07-08
O	066147	11/16/07	SCIENTIFIC REFRIGERATION	\$265.50	Service/Repair of 1 Revco Laboratory Refrigerator
O	066148	11/16/07	SEHI PROCOMP COMPUTER	\$244.94	Maintenance Kit for LJ4100 Printer
O	066149	11/16/07	CRYSTAL SHOMPH	\$2,200.00	TECH. DIR., LIGHT. DESIGN./IVC FALL07 DANCE CONCERT
O	066150	11/16/07	SHRED-IT	\$150.00	For Shred-it monthly service
O	066151	11/16/07	SIGN WRITE COMPANY	\$54.12	Vinyl Lettering for Art Gallery
O	066152	11/16/07	SMARDAN SUPPLY - EL MONTE	\$225.85	PLUMBING SUPPLIES
O	066153	11/16/07	SOUTHERN CALIFORNIA EDISON CO.	\$2,494.51	ELECTRIC SERVICE ATEP
O	066154	11/16/07	SOUTHERN CALIFORNIA EDISON CO.	\$341.61	ELECTRIC SERVICE ATEP
O	066155	11/16/07	SO. CAL. GAS CO.	\$12,933.34	PO for gas transmission service.
O	066156	11/16/07	SOUTH ORANGE COUNTY COMMUNITY	\$13,000.00	CARE Grants
O	066157	11/16/07	SO. ORANGE CO. COMM. COL.DIST	\$141.00	Return to Title IV Funds
O	066158	11/16/07	LINDA SOUTHWELL	\$32.28	Reimbursement
O	066159	11/16/07	CONSTANCE E. CAPUTO SPAR	\$3,701.73	Reimbursement to Constance E. Caputo Spar
O	066160	11/16/07	SPECTRUM CHEMICAL MFG. CORP.	\$256.77	MARINE SCI SUPPLIES
O	066161	11/16/07	W.B. STARR, INC.	\$6,990.00	TREE TRIMMING
O	066162	11/16/07	STATER BROTHERS	\$99.04	Groceries for Foods Lab.
O	066163	11/16/07	STERLING ARTS SUPPLY	\$59.23	Blanket Purchase Order
O	066164	11/16/07	TREND OFFSET PRINTING	\$128,288.89	Class Schedules 07-08 Fall, Spring, Summer
O	066165	11/16/07	ARACELLI TRUJILLO	\$50.00	Panel Presentation
O	066166	11/16/07	TUTTLE-CLICK FORD	\$32.07	TRANS. PARTS
O	066167	11/16/07	KENNETH D. VAN EIZENGA	\$90.00	Contract Services
O	066168	11/16/07	VIDEO SERVICE OF AMERICA	\$21.01	EQUIPMENT
O	066169	11/16/07	VWR INTERNATIONAL, INC.	\$407.87	INSTRUCTIONAL SUPPLIES



## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066170	11/16/07	WEST PAYMENT CENTER	\$203.66	Library law books per Tom Weisrock request
O	066171	11/16/07	PORT SUPPLY	\$129.96	Blanket PO for MST supplies
O	066172	11/16/07	WARD'S NATURAL SCIENCE	\$167.96	BIOLOGY SUPPLIES
O	066173	11/16/07	WARE DISPOSAL CO., INC.	\$5,883.17	BID.....5-YR TRASH REMOVAL
O	066174	11/16/07	W A X I E	\$3,359.38	JANITORIAL SUPPLIES
O	066175	11/16/07	WEST-LITE SUPPLY CO.	\$671.93	ELECTRICAL SUPPLIES
O	066176	11/16/07	WESTERN EXTERMINATOR COMPANY	\$895.00	CONTRACT SERVICES
O	066177	11/16/07	WESTMINSTER PRESS, INC.	\$1,746.63	PRINTING OF E.I. SCHEDULES OF CLASSES
O	066178	11/16/07	XEROX CORP.	\$4,344.64	XEROX COPIER-CHANCELLOR'S OFFICE
O	066179	11/16/07	XEROX CORPORATION	\$56.19	To pay off remaining balance and closing out
O	066180	11/16/07	YARDLEY PUMP AND VACUUM, INC.	\$914.40	HVAC SUPPLIES
O	066181	11/16/07	SO. ORANGE CO. COMM. COL. DIST	\$6,940.76	Reimburse SOCCCD Checking
O	066182	11/16/07	LAURA ABRAMS	\$85.59	MILEAGE
O	066183	11/16/07	TRACY DALY	\$90.92	MILEAGE
O	066184	11/16/07	NORA GERBER	\$846.79	WORKSHOP PRESENTER
O	066185	11/16/07	GLAMOUR	\$12.00	Dept. Resource
O	066186	11/16/07	GOLF VENTURES WEST	\$36.45	MOWER/CART PARTS
O	066187	11/16/07	GOVCONNECTION	\$193.89	USB Drives
O	066188	11/16/07	GQ	\$18.00	Dept. Resource
O	066189	11/16/07	ESTER GRAHAM	\$59.61	MILEAGE
O	066190	11/16/07	W. W. GRAINGER	\$349.76	RESPIRATORS
O	066191	11/16/07	LINDA HALL	\$65.55	MILEAGE
O	066192	11/16/07	R. THOMAS HAMILTON	\$800.00	3D Modeling Grant
O	066193	11/16/07	HARDY DIAGNOSTICS	\$1,562.78	MICROBIOLOGY SUPPLIES
O	066194	11/16/07	NED R. HEALY & COMPANY	\$953.58	OPEN P.O. FOR SUPPLIES
O	066195	11/16/07	HIGHER EDUCATION PUBLICATIONS	\$71.00	Publication for HR
O	066196	11/16/07	CHRIS HOGSTEDT	\$96.06	Blanket for Chris Hogstedt
O	066197	11/16/07	HOME DEPOT CREDIT SERVICES	\$1,259.59	Open Purchase Order w/Home Depot
O	066198	11/16/07	HORN IMPROVEMENT	\$105.00	Repair
O	066199	11/16/07	IMAGE PRINTING SOLUTIONS	\$7,564.05	printing of IVC Permits to Register
O	066200	11/16/07	INGARDIA BROTHERS PRODUCE, INC.	\$204.13	Groceries for Foods Lab.
O	066201	11/16/07	ISLAND PROMOTIONAL PRODUCTS	\$1,049.80	Shirts for outreach staff
O	066202	11/16/07	CORINNE JACKSON	\$40.00	Employee Enrollment Fee Reimbursement Request
O	066203	11/16/07	BICHTUYEN JENSEN	\$49.28	MILEAGE
O	066204	11/16/07	JOHNSON & ASSOCIATES	\$755.00	Tech Assistance-Ad Hoc Work
O	066205	11/16/07	JOHNSON FLOORING, INC.	\$5,015.00	CONTRACT SERVICES
O	066206	11/16/07	JOHNSTONE SUPPLY	\$13.71	HVAC SUPPLIES
O	066207	11/16/07	JON'S FLAG SHOP	\$1,057.03	FLAGS
O	066208	11/16/07	CANDY KINCAID	\$46.51	MILEAGE
O	066209	11/16/07	ROBERT E. KING	\$214.49	Reimbursement for Battery Backup
O	066210	11/16/07	KOALA KLUB	\$385.00	CARE Child Care Services
O	066211	11/16/07	LAB SAFETY SUPPLY CO.	\$282.24	ELECTRICAL SUPPLIES
O	066212	11/16/07	LAGUNA HILLS NURSERY	\$9.61	Instructional Supplies
O	066213	11/16/07	LAWNMOWERS ETC.	\$609.10	BLADE SHARPENING/GROUNDS
O	066214	11/16/07	LIEBERT CASSIDY WHITMORE	\$39,702.58	Attorney Services FY 2007/2008
O	066215	11/16/07	LINCOLN EQUIPMENT, INC.	\$22,975.89	Swimming Pool Equipment
O	066216	11/16/07	LOOMIS, FARGO & CO., INC	\$410.70	Armored Car Service 07/08
O	066217	11/16/07	LUCK'S MUSIC LIBRARY	\$1,476.72	Music
O	066218	11/16/07	LORI MANGELS	\$73.91	MILEAGE
O	066219	11/16/07	MARKERTEK VIDEO SUPPLY	\$107.81	Cables for remote hard drives
O	066220	11/16/07	BOB MC CHESNEY	\$500.00	Contract Services

## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066221	11/16/07	MC KESSON MEDICAL SURGICAL	\$964.77	Paper and disposable sensors for Burdick ECG
O	066222	11/16/07	JOSEPH JAY MENDOZA	\$945.00	Workshop Presenter
O	066223	11/16/07	MARCIA MILCHIKER	\$41.95	MMILCHIKER INTERNET 07/08
O	066224	11/16/07	MISSION PRINTING COMPANY, INC	\$1,077.50	printing of IE brochure
O	066225	11/16/07	ROGER MUSGROVE	\$4,475.00	Curriculum alignment 3D Modeling grant
O	066226	11/16/07	NETWORKING SOURCE	\$65.49	Supplies
O	066227	11/16/07	NEWTUOUCH GRAPHICS LLC	\$313.55	ATHLETIC SCHEDUL CARD PRINTING
O	066228	11/16/07	HALEY NGUYEN	\$149.68	Student Supplies
O	066229	11/16/07	BRIAN NOEL	\$400.00	Guest Artist
O	066230	11/16/07	ORANGE CO. FARM SUPPLY	\$733.01	HORTICULTURE SUPPLIES
O	066231	11/16/07	CHURM PUBLISHING CO., INC.	\$1,930.00	Monthly ad insertion in OC Metro Magazine.
O	066232	11/16/07	ORANGE COUNTY REGISTER	\$5,084.00	Ongoing printing & delivery charges for the Lariat
O	066233	11/16/07	ORANGE COUNTY REGISTER	\$313.28	ADVERTISING
O	066234	11/16/07	OCE-USA, INC.	\$2,633.24	Annual Maintenance Agreement
O	066235	11/16/07	OCLC, INC.	\$12,000.00	Library computer software and database processing
O	066236	11/16/07	ONESOURCE DISTRIBUTORS, INC.	\$71.38	ELECTRICAL SUPPLIES
O	066237	11/16/07	ORCHARD SUPPLY HARDWARE	\$333.64	WAREHOUSE SUPPLIES
O	066238	11/16/07	ORKIN EXTERMINATING, INC.	\$200.00	PEST CONTROL
O	066239	11/16/07	OXFORD UNIVERSITY PRESS	\$34.32	Library books per Tom Weisrock request
O	066240	11/16/07	DONNA PRIBYL	\$36.98	OCT. 07 MILEAGE
O	066241	11/16/07	DIANE RIOPKA	\$93.74	MILEAGE
O	066242	11/16/07	MICHELLE SCHARF	\$19.40	MILEAGE
O	066243	11/16/07	DIANE M. SMITH	\$32.27	MILEAGE
O	066244	11/16/07	LEXIE L. SULLIVAN	\$24.64	MILEAGE
O	066245	11/16/07	JACQUELINE ZIMBALIST	\$36.96	MILEAGE
O	066246	11/16/07	JUNE M. MILLOVICH	\$431.24	REIMBURSE FOR SUPPLIES FOR CDES
O	066247	11/16/07	ORKIN EXTERMINATING, INC.	\$90.00	Annual Maintenance Agreement
O	066248	11/16/07	ORTEGA TACK AND FEED	\$78.22	FOOD AND SUPPLIES FOR ANIMAL CARE
O	066249	11/16/07	IBM	\$144,015.14	HARDWARE FOR EXCHANGE PROJECT
O	066250	11/16/07	JACKSON, DE MARCO, TIDUS,	\$33,060.05	ATEP Legal Professional Services
O	066251	11/16/07	JOANN ALFORD	\$555.46	3C4A/N4A Region 5 Joint Conference
O	066252	11/16/07	KAREN BRONSON	\$57.21	Registration to attend 1099 CASBO workshop
O	066253	11/16/07	BRANDYE D'LENA	\$50.00	AIRLINE TRAVEL
O	066254	11/16/07	PATRICIA DUMAS	\$99.65	Conference for Patricia Dumas
O	066255	11/16/07	JENNY HARDISON	\$440.00	SCASM 71st Annual Meeting
O	066256	11/16/07	GAIL HOOPER	\$750.00	Calif. Assoc. for Post-Secondary Ed & Disability
O	066257	11/16/07	NANCY HULSE	\$58.75	Registration to attend 1099 CASBO workshop
O	066258	11/16/07	BICHTUYEN JENSEN	\$145.29	Reim. Conf/B. Jensen/ACHRO
O	066259	11/16/07	DAVIT S. KHACHATRYAN	\$23.75	Fraud Prevention Workshop
O	066260	11/16/07	MONICA PARKS	\$638.18	CAPED conference Reimbursement for Monica Parks
O	066261	11/16/07	DIANE PESTOLESI	\$803.12	NLN CONF. IN PHX FOR D.PESTOLESI
O	066262	11/16/07	RUBEN RAMIREZ	\$177.66	Reim. Conf-R. Ramirez/ACHRO
O	066263	11/16/07	STEVE SILGAILIS	\$800.00	CAPED conference for Steve Silgailis
O	066264	11/16/07	DAN WALSH	\$900.00	California Geographical Society
O	066265	11/16/07	AMERICAN GEOTECHNICAL	\$1,475.00	PROVIDE GEOTECHNICAL TESTING FOR CONSTRUCTION
O	066266	11/16/07	APPLE COMPUTER INC.	\$10,679.31	6 MAC COMPUTERS FOR ATEP
O	066267	11/16/07	BSD GROUP, INC.	\$13,568.00	Rational Functional Tester Software
O	066268	11/16/07	COUTS HEATING & COOLING, INC.	\$116,226.00	BID 279,PKG. T,HVAC, BUS & TECH INNOV CTR.
O	066269	11/16/07	CREATION ENGINE	\$977.61	MindManager Pro 7 Software/Support
O	066270	11/16/07	R2A ARCHITECTURE	\$32,462.66	NEW RESTROOMS FOR MCKINNEY THEATER ARCHITECT
O	066271	11/16/07	RJM DESIGN GROUP, INC.	\$910.00	LANDSCAPE ARCHITECT SERVICES



## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066272	11/16/07	UNION BANK OF CALIFORNIA	\$12,914.00	BID 279,PKG. T,HVAC, BUS & TECH INNOV CTR.
O	066273	11/19/07	EDWARD PAZ	\$20.00	FINGERPRINTING
O	066274	11/19/07	AAA ACCESS SMOG	\$50.00	SMOG TESTING
O	066275	11/19/07	ADCLUB ADVERTISING SERVICE	\$635.00	Recruitment/Advertising for SOCCCD
O	066276	11/19/07	AIRGAS WEST	\$47.38	POOL SUPPLIES
O	066277	11/19/07	ALERT SERVICES, INC.	\$3,964.86	Athletics
O	066278	11/19/07	ROBINA ALLEN	\$18.87	Postage for Board of Trustee mail
O	066279	11/19/07	ALPHAGRAPHICS	\$727.62	Transfer Center Newsletter
O	066280	11/19/07	JULIE ANDERSON	\$99.64	Open purchase for fish foods and miscel supplies
O	066281	11/19/07	APPLAUSE LEARNING RESOURCES	\$847.17	Instructional Supplies/Lang. Lab.
O	066282	11/19/07	APPLE COMPUTER INC.	\$18,923.78	APPLE SOFTWARE AND EQUIPMENT
O	066283	11/19/07	APPLE SCIENTIFIC, INC.	\$312.00	CHEMISTRY SUPPLIES
O	066284	11/19/07	ARAMARK UNIFORM SERVICES	\$56.43	SHOP RAGS
O	066285	11/19/07	AUDIO VISUAL INNOVATIONS, INC.	\$34,000.00	Football Field PA System
O	066286	11/19/07	B & H PHOTO	\$312.00	Part for bogen tripod
O	066287	11/19/07	BACKGROUNDS UNLIMITED	\$1,003.40	Background Invest. for IVC Position
O	066288	11/19/07	ARNOLD O. BECKMAN HIGH SCHOOL	\$100.00	Beckman High School Online Chronicle Ad
O	066289	11/19/07	DENISE BLAIR	\$210.00	Workshop presentation
O	066290	11/19/07	BORDERS & BOOKS	\$229.70	text book
O	066291	11/19/07	ROBERT BOSCH, LLC	\$179.32	AUTOMOTIVE SUPPLIES
O	066292	11/19/07	ARNOLD BRAY	\$2,000.00	Contract for Legislative Advocacy
O	066293	11/19/07	SARA BRUCE	\$50.00	Panel Presentation
O	066294	11/19/07	CA DEPT OF TOXIC SUBSTANCES	\$313.50	EPA FEES
O	066295	11/19/07	CALIFORNIA POWER PARTNERS, INC.	\$11,614.60	CP MODIFICATION
O	066296	11/19/07	CALIFORNIA STAGE/LIGHTING, INC	\$4,656.29	Supplies
O	066297	11/19/07	CALUMET PHOTOGRAPHIC	\$197.20	Pola Film
O	066298	11/19/07	CAROLINA BIOLOGICAL SUPPLY	\$1,167.07	PRESERVED SPECIMENS
O	066299	11/19/07	JOHN CARVETTE	\$1,350.00	Piano tunings
O	066300	11/19/07	CMH ELECTRONICS	\$123.00	Crimper and RJ-45 plugs
O	066301	11/19/07	COAST LEARNING SYSTEMS	\$210.11	Library DVDs per Tom Weisrock request
O	066302	11/19/07	THE COLLEGE ENTRANCE	\$279.00	Purchase of Accuplacer Test
O	066303	11/19/07	COMPUTERLAND	\$47,294.87	Software license upgrades - adobe software
O	066304	11/19/07	COX COMMUNICATIONS, INC	\$8,624.03	COX Communications Intercampus WAN service
O	066305	11/19/07	CPT	\$1,320.00	Uninterruptible Power Systems Prev Maint Renewal
O	066306	11/19/07	DANA WHARF SPORTFISHING	\$2,700.00	Charter to Dana Wharf for at-sea lab (MS20)
O	066307	11/19/07	DELL MARKETING L.P.	\$2,802.88	1 LATITUDE D830 LAPTOP
O	066308	11/19/07	DEPARTMENT OF JUSTICE	\$332.00	Fingerprinting - HR
O	066309	11/19/07	SPARKLETTES	\$1,144.25	Bottled water service
O	066310	11/19/07	DSE ARCHITECTURE, INC.	\$35,561.31	ARCHITECTURAL FEES
O	066311	11/19/07	MICHELE DUGAN	\$180.00	Workshop Presenter
O	066312	11/19/07	DUNN-EDWARDS CORPORATION	\$4,578.83	PAINT SUPPLIES
O	066313	11/19/07	EBSCO SUBSCRIPTION SERVICE	\$4,342.76	Annual subscriptions renewal.
O	066314	11/19/07	ARNETTE EDWARDS	\$180.00	Workshop Presenter
O	066315	11/19/07	EDWARD EIEN	\$2,200.00	STAGE MANAG., LIGHT.ASSIST./IVC FALL07 DANCE CONCE
O	066316	11/19/07	ENVIRONMENTAL SYSTEMS PRODUCTS	\$16.00	inline filters
O	066317	11/19/07	SHANNON FASELER	\$65.18	Reimbursement for Art Gallery Opening
O	066318	11/19/07	FEDERAL EXPRESS	\$601.60	FEDERAL EXPRESS CHARGES
O	066319	11/19/07	FISHER SCIENTIFIC	\$969.07	PHLEBOTOMY SUPPLIES
O	066320	11/19/07	FREEWAY AUTO SUPPLY	\$57.53	TRANSPORTATION SUPPLIES
O	066321	11/19/07	FRY'S ELECTRONICS	\$387.88	Sounds System and misc cables for hard drives, etc
O	066322	11/19/07	SOUTH COAST FAMILY	\$255.00	Medical Eval. for HR

## WARRANT REGISTER LISTING

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066323	11/20/07	AT&T/MCI	\$382.40	Annual P.O. for telephone service
O	066324	11/20/07	AT&T	\$1,999.82	Annual P.O. for telephone service
O	066325	11/20/07	OFFICEMAX CONTRACT INC.	\$15,587.63	Office Max Supply Orders 2007/2008
O	066326	11/20/07	PARKWAY LAWNMOWER SHOP	\$182.82	OPEN P.O. FOR SUPPLIES
O	066327	11/20/07	PC MALL GOV. INC.	\$927.06	Technical Supplies
O	066328	11/20/07	LILIANN STROUD	\$1,500.00	Workshop Presenter
O	066329	11/20/07	PETROSPECS, INC.	\$2,013.31	OPEN PURCHASE ORDER FOR SUPPLIES
O	066330	11/20/07	PHOENIX GROUP INFORMATION SYS.	\$1,303.49	Annual Maintenance Agreement
O	066331	11/20/07	LARRY RADDEN	\$166.36	Reimbursement-Larry Radden
O	066332	11/20/07	RALPHS GROCERY COMPANY	\$235.61	RALPHS BLANKET
O	066333	11/20/07	RICHARD THE THREAD	\$9,276.90	FASHION EQUIPMENT
O	066334	11/20/07	RICOH AMERICAS CORPORATION	\$752.20	EQUIPMENT MAINTENANCE AGREEMENT
O	066335	11/20/07	S & B FOODS	\$4,207.41	7 & 8 GRADE GRANT ADVISORY MEETING
O	066336	11/20/07	S & B FOODS	\$466.45	Basic Skills Workshop
O	066337	11/20/07	SEHI PROCOMP COMPUTER	\$332.99	XEROX REPLACEMENT SUPPLIES
O	066338	11/20/07	SOUTHERN CALIFORNIA EDISON CO.	\$77.33	ELECTRIC SERVICE FOR CACT FACILITY
O	066339	11/20/07	SO. CAL. GAS CO.	\$11,860.70	Annual Gas Service
O	066340	11/20/07	SO. CAL. GAS CO.	\$50.89	Annual Gas Service
O	066341	11/20/07	SO. CAL. GAS CO.	\$573.70	Annual Gas Service
O	066342	11/20/07	SOUTHERN COUNTIES OIL	\$4,192.56	FUEL
O	066343	11/20/07	ROBERT STEWART	\$167.84	OVERPAYMENT OF STRS BUYBACK REFUND
O	066344	11/20/07	STALKER RADAR	\$1,820.98	INSTRUCTIONAL EQUIPMENT IVC BASEBALL
O	066345	11/20/07	TOMARK SPORTS EQUIPMENT	\$538.87	TOOLS FOR IVC BASEBALL FIELD
O	066346	11/20/07	U.S. DATA TRUST CORPORATION	\$61,788.00	Continuous Off-Site Data Backup Service(LiveVault)
O	066347	11/20/07	VOGUE	\$12.00	Dept. Resource
O	066348	11/20/07	VWR INTERNATIONAL, INC.	\$129.54	CHEMISTRY SUPPLIES
O	066349	11/20/07	PORT SUPPLY	\$44.70	Blanket PO for MST supplies
O	066350	11/20/07	WALL STREET JOURNAL	\$249.00	Pay for renewal of newspaper subscription.
O	066351	11/20/07	WARD'S NATURAL SCIENCE	\$287.24	Blanket PO for Instructional Supplies
O	066352	11/20/07	WARE DISPOSAL CO., INC.	\$1,367.73	Annual Costs
O	066353	11/20/07	WEBEX COMMUNICATIONS, INC.	\$578.10	Software/Online meeting program
C	066354	11/20/07	WINDSTREAM POWER LLC	\$-1,057.22	COMPETITIVE EQUIPMENT
O	066355	11/20/07	YALE CHASE MATERIALS	\$35,283.85	CARTS FOR MAINTENANCE DEPT.
O	066356	11/20/07	ZAMPI AND ASSOCIATES	\$3,554.85	Investigative Svs. for HR
O	066357	11/20/07	OFFICEMAX CONTRACT INC.	\$533.52	Office Max Supply Orders 2007/2008
O	066358	11/20/07	RALPHS GROCERY COMPANY	\$310.73	NUTRITIONAL FOOD AND SUPPLIES
O	066359	11/20/07	OFFICEMAX CONTRACT INC.	\$30.20	Office Max Supply Orders 2007/2008
O	066360	11/20/07	RICHARD SNEED	\$286.30	Reimburse Medicare Premiums
O	066361	11/21/07	GALLS INC.	\$540.08	Uniforms
O	066362	11/21/07	GANDER-PRINTCO	\$279.29	Departmental Transmittal Pads
O	066363	11/21/07	JACQUELINE GILREATH	\$500.00	565915 SSG SCHOLARSHIP
O	066364	11/21/07	GOVPLACE	\$18,276.00	Symantec Anti-Virus Renewal
O	066365	11/21/07	W. W. GRAINGER	\$499.33	SHOP SUPPLIES
O	066366	11/21/07	KELLY GRIMES	\$700.00	Consultant
O	066367	11/21/07	ROBBIN HATTEN	\$200.00	Workshop Presentation
O	066368	11/21/07	HOME DEPOT CREDIT SERVICES	\$496.84	MAINT/GROUNDS/CUST. SUPPLIES
O	066369	11/21/07	MELANIE HUGHES	\$244.00	#932645-M.HUGHES, SSC SCHOLARSHIP
O	066370	11/21/07	INCENTRA SOLUTIONS OF	\$12,800.00	IT Software Engineering/Development Services
O	066371	11/21/07	JENNIFER ANN INMAN	\$244.00	514076 JENN INMAN SCHOLARSHIP
O	066372	11/21/07	IRVINE BARCLAY THEATRE	\$1,216.57	Facility Rental
O	066373	11/21/07	IRVINE RANCH WATER DIST.	\$1,420.90	Annual General & Royalty fees



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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066374	11/21/07	BITA KODI	\$500.00	559639 SSG SCHOLARSHIP
O	066375	11/21/07	LAGUNA COUNTRY UNITED	\$1,280.00	FACILITY USE FOR EMERITUS CLASS
O	066376	11/21/07	LAKE FOREST BEAUTY COLLEGE	\$17,655.95	P.O. needed to pay for off campus instruction
O	066377	11/21/07	LAKE HILLS COMMUNITY CHURCH	\$2,000.00	FACILITY USE FOR EMERITUS CLASS
O	066378	11/21/07	MC FADDEN-DALE INDUSTRIAL	\$78.36	OPEN P.O. FOR SUPPLIES
O	066379	11/21/07	Mc GRAW-HILL COMPANIES	\$421.55	Basic Skills Instructional supplies
O	066380	11/21/07	MC KESSON MEDICAL SURGICAL	\$157.18	medical supplies
O	066381	11/21/07	McMASTER CARR SUPPLY CO.	\$339.87	PHYSICS SUPPLIES
O	066382	11/21/07	MEDCO SUPPLY COMPANY	\$814.59	Training Room/Non-instruct equip
O	066383	11/21/07	MEDIA SERVICES 55	\$700.00	Cable advertising
O	066384	11/21/07	METROCALL	\$210.34	PAGER RENTAL AND MAINTENANCE CONTRACT
O	066385	11/21/07	MEYERS ALLISON LLP	\$9,717.46	Investigative Svs. for HR
O	066386	11/21/07	MARCIA MILCHIKER	\$41.95	MMILCHIKER INTERNET 07/08
O	066387	11/21/07	SALLIE MILLER	\$180.00	Workshop Presenter
O	066388	11/21/07	MIRAMAR WHOLESALE NURSERY	\$1,561.51	GROUNDS SUPPLIES
O	066389	11/21/07	MODERN POSTCARD	\$526.63	Senior Day Postcards (2008)
O	066390	11/21/07	MOULTON-NIGUEL WATER DIST.	\$10,014.66	Billing for Moulton-Niguel water services
O	066391	11/21/07	MUSIC THEATRE INTERNATIONAL	\$10.00	Damn Yankees Perusal
O	066392	11/21/07	NAFCO	\$95.90	HOLE PUNCH
O	066393	11/21/07	NEXTEL COMMUNICATIONS, INC.	\$97.29	Nextel Communications
O	066394	11/21/07	MICHAEL O'MEARA	\$72.27	MILEAGE
O	066395	11/21/07	RUBEN RAMIREZ	\$44.88	MILEAGE
O	066396	11/21/07	GRANICUS, INC.	\$1,075.00	Board Meeting Streaming Video Monthly Support
O	066397	11/21/07	INCENTRA SOLUTIONS OF	\$7,492.50	Engineering & PM Services for Exchange Project
O	066398	11/26/07	JOHN WILLIAMS	\$1,279.42	JWILLIAMS TO CCLC CONFERENCE
O	066399	11/27/07	AT&T/MCI	\$2,559.59	Annual P.O. for telephone service
O	066400	11/27/07	AT&T/MCI	\$535.63	Annual P.O. for telephone service
O	066401	11/27/07	AT&T/MCI	\$360.29	Annual P.O. for telephone service
O	066402	11/27/07	AT&T/MCI	\$352.60	Annual P.O. for telephone service
O	066403	11/27/07	AT&T/MCI	\$280.65	Annual P.O. for telephone service
O	066404	11/27/07	AT&T/MCI	\$345.72	Annual P.O. for telephone service
O	066405	11/27/07	AT&T/MCI	\$1,008.24	Annual P.O. for telephone service
O	066406	11/27/07	AT&T	\$4,483.56	Annual Telephone Service
O	066407	11/27/07	WELLS FARGO BANK #4198	\$390.57	HIGH SCHOOL ADVISORY
O	066408	11/27/07	WELLS FARGO BANK #3465	\$58.34	Credit Card
O	066409	11/27/07	WELLS FARGO BANK #4214	\$1,530.44	To use college credit card
O	066410	11/27/07	WELLS FARGO #2078	\$2,613.26	EDD Vet Job Fair 2007 Registration
O	066411	11/27/07	WELLS FARGO BANK #3465	\$307.09	supplies for center
O	066412	11/28/07	JOANN ALFORD	\$278.99	Jo Ann Alford-CCC Matriculation Professionals Assn
O	066413	11/28/07	ASSOCIATION OF CALIFORNIA	\$495.00	CONFERENCE FOR TAMARA RICE
O	066414	11/28/07	ASSOCIATION OF CALIFORNIA	\$495.00	ACNL CONFERENCE
O	066415	11/28/07	JANET BAGWELL	\$704.05	College Reading & Learning Association National
O	066416	11/28/07	ZINA BORATYNEC	\$750.00	CAPED Annual Conference
O	066417	11/28/07	DIANE CRARY	\$800.00	CAPED Annual Conference
O	066418	11/28/07	ANDREW CRAVEN	\$144.99	Conference for Andrew Craven
O	066419	11/28/07	TAMARA KING	\$81.09	Extreme Data Summit Reimbursement
O	066420	11/28/07	SAN FRANCISCO MARRIOTT	\$582.15	CCCSFAAA Conference
O	066421	11/28/07	MARYANN MCCARTHY	\$125.00	REIMBURSEMENT FOR CONFERENCE REGISTRATION
O	066422	11/28/07	KEVIN O'CONNOR	\$1,075.60	Conference Reimbursement/Kevin O'Connor
O	066423	11/28/07	MARIA PANIAGUA	\$155.00	Conference Attendance for Maria Paniagua
O	066424	11/28/07	KEN PATTON	\$1,061.91	REIMBURSEMENT

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Bank Account (COUNTY ) - County Account

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	066425	11/28/07	LAWRENCE PEREZ	\$349.00	Cal Association for Postsecondary Education & Disa
O	066426	11/28/07	ANDREEA SERBAN	\$218.91	Conference expenses for Andreea Serban
O	066427	11/28/07	BERNADETTE THEURER	\$300.00	2007 NAEYC Annual Conference
C	066428	11/28/07	WESTIN MISSION HILLS RESORT	\$-849.20	CONFERENCE FOR TAMERA RICE
O	066429	11/28/07	WESTIN MISSION HILLS RESORT	\$849.20	ACNL CONFERENCE
O	066430	11/28/07	KATHLEEN WINSTON	\$1,163.59	CONFERENCE FOR KATHLEEN WINSTON
O	066431	11/29/07	COLLEGE BOARD	\$16,385.00	PowerFaiDs Maintenance
O	066432	11/29/07	JOHN DEERE LANDSCAPES, INC.	\$4,004.72	IRRIGATION SUPPLIES
O	066433	11/29/07	DISCOUNT DANCE SUPPLY CO.	\$678.78	DANCE COSTUMES FOR IVC DANCE DEPARTMENT
O	066434	11/29/07	AT & T MOBILITY	\$11.33	TELEPHONE SERVICES
O	066435	11/29/07	STERILITE	\$507.84	PHYSICS SUPPLIES
O	066436	11/29/07	PC MALL GOV. INC.	\$196.08	Technical Supplies
O	066437	11/29/07	J.W. PEPPER & SON, INC.	\$381.19	Music Purchased-Carmen Dominguez
O	066438	11/29/07	PETE'S ROAD SERVICE	\$117.03	WAREHOUSE SUPPLIES
O	066439	11/29/07	POCKET NURSE ENTERPRISES, INC.	\$1,597.99	SUPPLIES FOR NURSING
O	066440	11/29/07	CHRISTINA PRIZMICH	\$500.00	984984 SSG SCHOLARSHIP
O	066441	11/29/07	SYSTOR SYSTEMS INC.	\$525.01	DUPLICATOR/COPIER
O	066442	11/29/07	PURETEC	\$447.80	SUPPLIES
O	066443	11/29/07	QUICK SORT SANTA ANA, INC.	\$8,928.54	Postage costs
O	066444	11/29/07	DEBORAH RATHBONE	\$500.00	940244 SSG SCHOLARSHIP
O	066445	11/29/07	RECALL SECURE DESTRUCTION	\$37.18	Shredding Services
O	066446	11/29/07	RED GATE SOFTWARE LTD.	\$738.00	Renewal of SQL Bundle Pro
O	066447	11/29/07	RICOH AMERICAS CORPORATION	\$10.87	yearly Ricoh copier Maint. agreement
O	066448	11/29/07	KAREN RITTER	\$1,000.00	649499 SSG SCHOLARSHIP
O	066449	11/29/07	S & B FOODS	\$10.78	payment for coffee for managers meeting
O	066450	11/29/07	S & B FOODS	\$28.45	Com. Rel-EEO/Staff Diversity
O	066451	11/29/07	MARLENE SAIS	\$122.84	Reim. for laminated flyers
O	066452	11/29/07	SADDLEBACK COLLEGE FOUNDATION	\$2,469.25	Payments for ATAS Student Expenses
O	066453	11/29/07	SCANTRON CORPORATION	\$837.86	Scantrons for Assessment Center
O	066454	11/29/07	SCIENTIFIC REFRIGERATION	\$872.44	REPAIR FOR FLAMMABLE REFRIGERATOR
O	066455	11/29/07	GUISELLE SCOTT	\$525.00	Workshop Presentation
O	066456	11/29/07	SEHI PROCOMP COMPUTER	\$479.19	Color Printer
O	066457	11/29/07	SHRED-IT	\$155.00	For Shred-it monthly service
O	066458	11/29/07	SIEMENS WATER TECHNOLOGIES	\$142.00	Annual Maintenance Agreement
O	066459	11/29/07	SIGMA ALDRICH CHEMICAL CO.	\$240.39	BIOLOGY SUPPLIES
O	066460	11/29/07	SOUTHERN CALIFORNIA EDISON CO.	\$1,325.70	Annual Electric Service
O	066461	11/29/07	SOUTHERN CALIFORNIA EDISON CO.	\$10,760.77	Annual Electric Service
O	066462	11/29/07	SOUTHERN CALIFORNIA EDISON CO.	\$8,986.24	Annual Electric Service
O	066463	11/29/07	SO. ORANGE CO. COMM. COL.DIST	\$46.00	Return to Title IV Funds
O	066464	11/29/07	LINDA SOUTHWELL	\$32.31	Reimbursement
O	066465	11/29/07	SPORTS IMPORTS	\$5,318.71	VOLLEYBALL POLES FOR IVC MEN'S AND WOMEN'S V.BALL
O	066466	11/29/07	SPORTS RESOURCE GROUP, INC.	\$496.00	BIOLOGY SUPPLIES
O	066467	11/29/07	SS TURF	\$4,159.63	ASTROTURF FOR BASEBALL TEAM
O	066468	11/29/07	AMY L. STINSON	\$15.00	REIMBURSEMENT FOR PARKING, BIG SUR FIELD TRIP
O	066469	11/29/07	SYSTEMS SOURCE, INC.	\$22,972.38	COUNTER FOR FINANCIAL AID
O	066470	11/29/07	FAWN TANRIVERDI	\$361.84	Supplies for CARE Students
O	066471	11/29/07	TREND OFFSET PRINTING	\$17,111.68	FALL 2007 SCHEDULE PRINTING
O	066472	11/29/07	TROXELL COMMUNICATIONS, INC.	\$155.16	AV Equipment
O	066473	11/29/07	THE TUFNUT WORKS	\$194.74	Security Cables
O	066474	11/29/07	TUSTIN CHAMBER OF COMMERCE	\$175.00	Membership renewal to Tustin Chamber of Commerce
O	066475	11/29/07	TUTTLE-CLICK FORD	\$101.17	TRANS. PARTS



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Bank Account (COUNTY ) - County Account

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	066476	11/29/07	UNITED SITE SERVICES OF CA	\$252.80	PORTABLE TOILETS
O	066477	11/29/07	VERIZON WIRELESS	\$362.03	VERIZON Wireless Aircards for IT & District Execs
O	066478	11/29/07	WEST PAYMENT CENTER	\$334.76	Library law book per Tom Weisrock request
O	066479	11/29/07	WALTERS VISTA	\$849.03	FLUORESCENT LIGHTING
O	066480	11/29/07	WARD'S NATURAL SCIENCE	\$143.72	Live Animals and Lab Materials for Biology
O	066481	11/29/07	BETTYANN WELLAND	\$360.00	Workshop Presentation
O	066482	11/29/07	WEST-LITE SUPPLY CO.	\$545.43	FLUORESCENT LIGHTING
O	066483	11/29/07	WESTERN STATE DESIGN	\$237.00	service on front load washer
O	066484	11/29/07	DOUGLAS WESTLAKE	\$270.00	Repair of Pianos
O	066485	11/29/07	XEROX CORP.	\$1,344.63	Lease/Maintenance for DocuColor 2045 Printer
O	066486	11/29/07	XEROX CORP.	\$614.16	Annual Maintenance Contract
O	066487	11/29/07	NINA M. YAMASAKI	\$525.00	Workshop Presenter
O	066488	11/29/07	SADDLEBACK APPLIANCES	\$110.21	water filters for classrooms
O	066489	11/30/07	APPLE COMPUTER INC.	\$2,018.62	Mac Book Pro for Dept. Presentations
O	066490	11/30/07	ARQUITECTONICA INT'L CORP.	\$4,118.78	ARCHITECTURAL FEES
O	066491	11/30/07	CCS GROUP	\$2,100.00	SPACE INVENTORY UPDATE
O	066492	11/30/07	CITRIX ONLINE	\$3,537.60	GoToMyPC Access Services
O	066493	11/30/07	gkkworks	\$23,895.37	Project: ATEP
O	066494	11/30/07	INTERSERVICE, INC.	\$6,592.35	FURNITURE FOR ATEP
O	066495	11/30/07	JOYCE INSPECTION & TESTING	\$11,704.00	INSPECTOR OF RECORD SERVICES
O	066496	11/30/07	PB AMERICAS, INC.	\$3,387.00	HIRE L.C. CONSULTANT, BUS & TECH INNOV.CTR.
O	066497	11/30/07	UNITED SITE SERVICES OF CA	\$1,056.61	RENTAL OF PORTABLE RESTROOMS
O	066498	11/30/07	VERNIER SOFTWARE	\$1,878.12	Technology, Hardware, line#12, LabProWaterKit
O	066499	11/30/07	VORTEX INDUSTRIES, INC.	\$5,387.00	DOOR CLOSERS
O	066500	11/30/07	ZUSSER COMPANY INC.	\$21,280.00	BID 270 PKG. 02-1
O	066501	12/03/07	LAGUNA BALLET, INC.	\$9,510.00	The Nutcracker
O	066502	12/03/07	AT&T/MCI	\$837.36	Annual P.O. for telephone service
O	066503	12/03/07	AT&T/MCI	\$274.77	CACT TELEPHONE/DATA SERVICE
O	066504	12/03/07	AT&T	\$50.19	Annual P.O. for telephone service
O	066505	12/04/07	WELLS FARGO BANK #3317	\$1,188.54	OFFICE MAX
O	066506	12/04/07	GAIL MATERIALS	\$344.80	MOUND MIX FOR BASEBALL FIELD
O	066507	12/04/07	GANAHL LUMBER	\$32.31	Student supplies
O	066508	12/04/07	GANDER-PRINTCO	\$49.57	Business cards
O	066509	12/04/07	W. W. GRAINGER	\$286.40	MAINT. SUPPLIES
O	066510	12/04/07	EDUARDO HERNANDEZ	\$950.00	Consulting Services for 3D Modeling Grant
O	066511	12/04/07	HOME DEPOT CREDIT SERVICES	\$262.84	Student art supplies
O	066512	12/04/07	INDUSTRIAL DISTRIBUTION GROUP	\$1,605.85	GROUNDS SUPPLIES
O	066513	12/04/07	JOHNSON FLOORING, INC.	\$148,207.00	REPLACE GYM FLOOR
C	066514	12/04/07	KEENAN & ASSOCIATES	\$-123,864.00	Protected Insurance Program for Schools 07/08
O	066515	12/04/07	DAVIT S. KHACHATRYAN	\$78.57	MILEAGE
O	066516	12/04/07	KINSHIP CENTER	\$225.00	Workshop Presentation
O	066517	12/04/07	GARY L. KUSUNOKI	\$435.00	a2007-44
O	066518	12/04/07	LAB SAFETY SUPPLY INC.	\$308.30	ANTI-FATIGUE MAT
O	066519	12/04/07	DAVID B. LANG	\$209.75	DLANG INTERNET 07/08
O	066520	12/04/07	MAIN GRAPHICS	\$1,160.12	SPORTS POSTERS FOR IVC GOLF AND TENNIS TEAMS
O	066521	12/04/07	MAYO CLINIC HEALTH LETTER	\$27.00	Mayo Clinic Health Letter
O	066522	12/04/07	MC KESSON MEDICAL SURGICAL	\$1,407.51	SUPPLIES FOR NURSING
O	066523	12/04/07	MARGI MCNELLY	\$500.00	Workshop Presenter
O	066524	12/04/07	MERCK & CO., INC.	\$879.74	vaccine needed for students
O	066525	12/04/07	SALLIE MILLER	\$210.00	Workshop Presenter
O	066526	12/04/07	MIRAMAR WHOLESALE NURSERIES	\$881.48	GROUNDS SUPPLIES

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Bank Account (COUNTY ) - County Account

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	066527	12/04/07	JOHE MORRIS	\$146.41	REIMBURSEMENT FOR SUPPLIES
O	066528	12/04/07	HEIDI M. MUELLER	\$65.75	Reimbursement
O	066529	12/04/07	MYERS TIRE SUPPLY	\$209.29	AUTOMOTIVE SUPPLIES
O	066530	12/04/07	AUGUSTINE NAVARRO	\$180.00	Workshop Presenter
O	066531	12/04/07	NCATC (NAT'L COALITION OF	\$2,500.00	Contract: NCATC
O	066532	12/04/07	ORANGE CO. BUSINESS JOURNAL	\$58.00	subscription to OC Business Journal
O	066533	12/04/07	ORANGE COUNTY REGISTER	\$512.64	ADVERTISING
O	066534	12/04/07	OCE-IMAGISTICS	\$52.80	RENTAL AGREEMENT
O	066535	12/04/07	GLOBAL INDUSTRIAL EQUIPMENT	\$8,904.27	MATERIAL NEW IVC WHSE
O	066536	12/04/07	GRANICUS, INC.	\$1,075.00	Board Meeting Streaming Video Monthly Support
O	066537	12/04/07	PROTECTED INSURANCE PROGRAM	\$123,864.00	Protected Insurance Program for Schools 07/08
O	066538	12/05/07	4 IMPRINT	\$1,641.10	Tote Bags for Counselor Breakfast
O	066539	12/05/07	A.D.I.	\$841.46	ALARM NOTIFICATION MANAGER
O	066540	12/05/07	AMERICAN ASSOCIATION OF	\$7,950.00	Membership Dues AACC 2008
O	066541	12/05/07	ABC-CLIO, INC.	\$920.74	Library books per Tom Weisrock request
O	066542	12/05/07	ACTIVEPDF, INC	\$287.00	activePDF Subscription Renewal
O	066543	12/05/07	ADCLUB ADVERTISING SERVICE	\$2,378.71	Recruitment/Advertising for SOCCCD
O	066544	12/05/07	ADVANTAGE MARKETING	\$2,551.53	Marketing/Gifts for Job Fairs
O	066545	12/05/07	AFFILIATED COMPUTER SERVICES	\$177.35	Contract Svcs from ACS
O	066546	12/05/07	AIR SOURCE INDUSTRIES, INC.	\$101.76	purchase liquid nitrogen and oxygen for students
O	066547	12/05/07	JAMES ALBERT SCHOOL OF	\$31,156.88	P.O. needed to pay for Cosmo instruction
O	066548	12/05/07	ALLISON ALIX	\$1,000.00	926973 SSG SCHOLARSHIP
O	066549	12/05/07	ALLSCRIPTS, INC	\$478.61	zpacks
O	066550	12/05/07	MARIAN ALVS ALT	\$244.00	800039 M. ALT SSG SCHOLARSHIP
O	066551	12/05/07	AMAZON.COM	\$49.95	CD-rom copy of text for instructor useage
O	066552	12/05/07	AMAZON.COM	\$36.22	Dept. Reference
O	066553	12/05/07	AMTECH RELIABLE ELEVATOR CO.	\$1,693.33	ELEVATOR SERVICE
O	066554	12/05/07	ANAHEIM BAND INSTRUMENTS	\$155.09	Instrument Repair
O	066555	12/05/07	ARAMARK UNIFORM SERVICES	\$47.43	Shop coats,etc
O	066556	12/05/07	ASI-MODULEX	\$25,000.00	SITE IMPROVEMENTS - DESIGN SERVICES
O	066557	12/05/07	PAUL ANTHONY ATKINS	\$244.00	928576 PAUL ATKINS SCHOLARSHIP
O	066558	12/05/07	AUTOMOTIVE ELECTRONICS	\$17,535.50	AUTOMOTIVE EQUIPMENT
O	066559	12/05/07	B & H PHOTO	\$1,227.90	DIGITAL CAMERA
O	066560	12/05/07	BAKER & TAYLOR	\$494.13	Library books per Tom Weisrock request
O	066561	12/05/07	THOMAS BARGER	\$640.00	Football Filming Services
O	066562	12/05/07	LISA BARRICK	\$1,000.00	966750 SSG SCHOLARSHIP
O	066563	12/05/07	BATTERY SYSTEMS OF SANTA ANA	\$345.72	CART BATTERY
O	066564	12/05/07	DICK BLICK	\$491.85	ART EQUIPMENT
O	066565	12/05/07	BOARD OF REGISTERED NURSING	\$105.00	SCHOLARSHIPS FOR LICENSURE
O	066566	12/05/07	BOARD OF REGISTERED NURSING	\$105.00	SCHOLARSHIPS FOR LICENSURE
O	066567	12/05/07	BOARD OF REGISTERED NURSING	\$105.00	SCHOLARSHIPS FOR LICENSURE
O	066568	12/05/07	BOARD OF REGISTERED NURSING	\$105.00	SCHOLARSHIPS FOR LICENSURE
O	066569	12/05/07	BOARD OF REGISTERED NURSING	\$105.00	SCHOLARSHIPS FOR LICENSURE
O	066570	12/05/07	BOARD OF REGISTERED NURSING	\$105.00	SCHOLARSHIPS FOR LICENSURE
O	066571	12/05/07	BORG EQUIPMENT & SUPPLY CO.	\$224.15	AUTOMOTIVE REPAIR PARTS
O	066572	12/05/07	BOUNDTREE MEDICAL	\$200.45	EQUIPMENT FOR EMT PROGRAM
O	066573	12/05/07	BP ENERGY COMPANY	\$62,809.89	NATURAL GAS PURCHASES
O	066574	12/05/07	BUDDY'S ALL STARS	\$955.10	Golf team uniform supplies
O	066575	12/05/07	PERIWINKLE ENTERTAINMENT	\$5,500.00	An Evening of Comedy & Magic
O	066576	12/05/07	CALIFORNIA ENERGY COMMISSION	\$98,637.44	Energy Conservation
O	066577	12/05/07	CALIFORNIA POWER PARTNERS, INC.	\$57,280.94	CONTRACT SERVICES



## WARRANT REGISTER LISTING

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066578	12/05/07	CABLEORGANIZER.COM	\$343.31	Network cable
O	066579	12/05/07	CAL'S CAMERAS	\$426.05	PHOTO LAB FEE BASED SUPPLIES
O	066580	12/05/07	CALUMET/LA	\$50.43	DARKROOM SUPPLIES
O	066581	12/05/07	CAROLINA BIOLOGICAL SUPPLY	\$79.42	CAROLINA BIOLOGICAL BLANKET
O	066582	12/05/07	CASTLE PUBLICATIONS, LTD	\$333.50	Legal Book Updates
O	066583	12/05/07	JANICE E. CHADWICK	\$500.00	Honorarium - Flex Week, Aug 07
O	066584	12/05/07	CINTAS CORPORATION	\$95.79	RENTAL SERVICE AGREEMENT
O	066585	12/05/07	CINTAS DOCUMENT MANAGEMENT	\$45.00	document destruction/paper recycling service
O	066586	12/05/07	CLARK SECURITY PRODUCTS INC.	\$421.66	LOCKSMITH SUPPLIES
O	066587	12/05/07	CLEARFLITE AIR PURIFIERS, INC.	\$3,749.70	LAB AIR CLEANERS
O	066588	12/05/07	COMMUNITY HOUSE, INC.	\$800.00	FACILITY USE FOR EMERITUS CLASS
O	066589	12/05/07	COACH AMERICA	\$1,140.50	Bus for EI Field Trip, 11/14, to The Getty Museum
O	066590	12/05/07	COACH AMERICA	\$2,091.00	Athletic Team Transportation
O	066591	12/05/07	CONSUMERS PIPE & SUPPLY CO.	\$666.80	HVAC SUPPLIES
O	066592	12/05/07	COUNTRY TECHNOLOGY, INC.	\$782.84	FITNESS SPECIALIST SUPPLIES
O	066593	12/05/07	CROWN VALLEY MARKETPLACE	\$193.24	Groceries for Foods Lab.
O	066594	12/05/07	DAKTRONICS	\$170.00	Marquee Repair
O	066595	12/05/07	DALLAS COUNTY COMMUNITY	\$792.00	BUS 1 telecourse enrollment fee
O	066596	12/05/07	DELL MARKETING L.P.	\$156,518.09	Monitor with sound bar
O	066597	12/05/07	KEITH ARLAN DRAKE	\$500.00	597075 SSG SCHOLARSHIP
O	066598	12/05/07	SPARKLETTES	\$486.01	Bottled Water Service
O	066599	12/05/07	DUNN-EDWARDS CORPORATION	\$694.97	Supplies
O	066600	12/05/07	ECONOMIC ALTERNATIVES, INC.	\$247.91	Annual Maintenance Agreement
O	066601	12/05/07	ELM NDN	\$116.00	Return to Title IV Funds
O	066602	12/05/07	EN POINTE ENTERPRISES, LTD.	\$2,183.50	Wall-mounted mirrors for Yoga Room
O	066603	12/05/07	ENTERPRISE RENT-A-CAR	\$1,767.62	OPEN P.O. FOR VEHICLE RENTAL
O	066604	12/05/07	ESSENCE ENTERTAINMENT	\$880.00	Contract Services
O	066605	12/05/07	EWING IRRIGATION PRODUCTS	\$193.42	OPEN P.O. FOR SUPPLIES
O	066606	12/05/07	FABRIC LAND	\$145.10	Student Supplies
O	066607	12/05/07	FACETS MULTI-MEDIA, INC.	\$19.99	Instructional Films/Foreign Lang.
O	066608	12/05/07	TEKSUPPLY	\$2,199.00	LOW PROFILE ROOF FRAME CANOPY
O	066609	12/05/07	DONYA FATHE-AAZAM	\$244.00	974600 D. FATHE-AAZAM SSG SCHOLARSHIP
O	066610	12/05/07	TINA FIETSAM	\$300.00	Workshop Presenter
O	066611	12/05/07	FISHER SCIENTIFIC	\$748.75	CHEMISTRY SUPPLIES
O	066612	12/05/07	ERIN FLETCHER	\$244.00	904270 E. FLETCHER SSG SCHOLARSHIP
O	066613	12/05/07	FRY'S ELECTRONICS	\$443.25	OPEN PO FOR COMPUTER SUPPLIES
O	066614	12/05/07	FULL COMPASS SYSTEMS	\$528.44	Music Supplies
O	066615	12/05/07	BLACK CORAL HAWAII WHOLESALER	\$135.00	AQUARIUM SUPPLIES AND MAINTENANCE
O	066616	12/05/07	DAIRY DEPOT	\$91.08	NUTRITIONAL MILK AND DAIRY SUPPLIES
O	066617	12/05/07	B & H PHOTO	\$2,948.00	Grant Tech. Equipment Hort.
O	066618	12/05/07	JUANITA BALTIERRA	\$440.00	California Chicano-Latino Intersegmental Convocati
O	066619	12/05/07	CASBO	\$205.00	Attend Accounts Payable CASBO Workshop
O	066620	12/05/07	CASBO	\$205.00	Attend Accounts Payable CASBO Workshop
O	066621	12/05/07	CASBO	\$205.00	Attend Accounts Payable CASBO Workshop
O	066622	12/05/07	TRACY DALY	\$477.70	TDaly to CCLC 11-15-07
O	066623	12/05/07	HOANG-QUYEN DANG	\$313.85	1040 Tax Workshop-CASFAA
O	066624	12/05/07	PETRINA FRIEDE	\$750.00	Am. Council on Teaching of Foreign Languages
O	066625	12/05/07	LOMA HOPKINS	\$750.00	CAPED Conference
O	066626	12/05/07	CAROLYN KUYKENDALL	\$1,113.30	National Collegiate Honors Conference
O	066627	12/05/07	MARGOT LOVETT	\$750.00	African Studies Association Annual Meeting
O	066628	12/05/07	RAGHU MATHUR	\$80.00	RMATHUR TO CCLC 11-15-07

## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066629	12/05/07	MARCIA MILCHIKER	\$829.10	MMILCHIKER TO CCLC 11-15-07
O	066630	12/05/07	NAT'L LEAGUE FOR NURSING	\$593.12	NLN CONF. IN PHX FOR T. WHITT
O	066631	12/05/07	DIANE OAKS	\$30.09	Conference Expenses CCPro Workshop
O	066632	12/05/07	LARRY RADDEN	\$1,949.34	Reimburse Larry Radden
O	066633	12/05/07	TAMERA RICE	\$274.74	CONFERENCE FOR TAMERA RICE
O	066634	12/05/07	MIKE SAUTER	\$656.90	Reimburse staff member for conference attendance
O	066635	12/05/07	PHUONG T. VU	\$135.00	Federal Student Aid Conf.Reimb.
O	066636	12/05/07	AMERICAN EXPRESS	\$1,144.40	RMATHUR TO CCLC 11-15-07
O	066637	12/05/07	CCCAA	\$80.00	CONFERENCE FOR LAURA TOSCANO
O	066638	12/06/07	AT & T MOBILITY	\$49.75	MMILCHIKER CELL PHONE SVC 2007-08
O	066639	12/06/07	CITY OF TUSTIN	\$550.00	MCAS SUBLEASE CITY OF TUSTIN
O	066640	12/06/07	OFFICEMAX CONTRACT INC.	\$9,046.38	Office Max Supply Orders 2007/2008
O	066641	12/06/07	PCH SHEET METAL & AIR	\$2,020.31	Door framework
O	066642	12/06/07	PlateSpin LTD.	\$3,906.25	Power Convert Software Renewal
O	066643	12/06/07	POWER FORD TUSTIN	\$325.43	OPEN P.O. FOR SUPPLIES
O	066644	12/06/07	PRAXAIR	\$42.29	Praxair
O	066645	12/06/07	PRECISION MEASUREMENT SUPPLY	\$229.81	Instructional DVDs
O	066646	12/06/07	RANCHO CAPISTRANO	\$1,750.00	Facility fee for use of soccer field
O	066647	12/06/07	JOHN ROBINSON	\$39.84	Reimbursement for supplies
O	066648	12/06/07	THE RP GROUP	\$40,000.00	Payment for contract services
O	066649	12/06/07	S & B FOODS	\$695.31	Fee for refreshments for Accreditation Visit
O	066650	12/06/07	S & B FOODS	\$236.67	Basic Skills Workshop
O	066651	12/06/07	SchoolOutfitters.com	\$667.35	Modular Computer Carrel
O	066652	12/06/07	SEHI PROCOMP COMPUTER	\$1,994.67	ink needed to print brochures
O	066653	12/06/07	SHELF MASTER, INC.	\$1,160.45	STORAGE BINS FOR ELECTRONICS
O	066654	12/06/07	HELENE SHOTWELL	\$120.00	Workshop Presenter
O	066655	12/06/07	DANIEL SMITH, INC.	\$107.10	ART SUPPLIES
O	066656	12/06/07	THOMAS L. SMITH	\$45.28	Reimbursement for Tom Smith
O	066657	12/06/07	SOUTHERN CALIFORNIA EDISON CO.	\$33,338.51	Annual Electric Service
O	066658	12/06/07	SO. CAL. GAS CO.	\$156.07	NATURAL GAS
O	066659	12/06/07	SOURCE GRAPHICS	\$3,699.01	Printer for NSF Center
O	066660	12/06/07	W.B. STARR, INC.	\$19,850.00	TREE SERVICE CAMPUS WIDE
O	066661	12/06/07	SYSTEMS SOURCE, INC.	\$6,365.20	Office of the Director Of Student Development
O	066662	12/06/07	THOMSON LEARNING	\$265.20	Copyright permissions
O	066663	12/06/07	TRUE COLORS	\$1,489.19	Career Exploration Class Materials
O	066664	12/06/07	TUTTLE-CLICK FORD	\$55.28	TRANS. PARTS
O	066665	12/06/07	POSTMASTER	\$725.00	POSTAL PERMITS
O	066666	12/06/07	LUIS MAURICIO VASQUEZ	\$675.00	Workshop Presentation
O	066667	12/06/07	VERIZON WIRELESS	\$110.81	BlackBerry solutions data plan
O	066668	12/06/07	W A X I E	\$570.73	JANITORIAL SUPPLIES
O	066669	12/06/07	TED WEATHERFORD	\$178.06	REIMB./IVC DANCE COORD./DANCE CONCERT EXPENSES
O	066670	12/06/07	MICHAEL E. WILSON	\$8,333.30	CONSTRUCTION MGMT SERVICES
O	066671	12/06/07	TIM WORKMAN	\$50.00	Panel Presentation
O	066672	12/06/07	XEROX CORP.	\$799.77	PO for DocuTech 6135
O	066673	12/06/07	XEROX CORP.	\$14,611.25	XEROX COPIER-PAYROLL DEPARTMENT
O	066674	12/06/07	XEROX CORP.	\$3,734.53	Lease/Maintenance for Satellite Copiers
O	066675	12/06/07	XEROX CORP.	\$279.24	MAINTENANCE AGREEMENT FOR XEROX COPIER
O	066676	12/06/07	OFFICEMAX CONTRACT INC.	\$281.10	Office Max Supply Orders 2007/2008
O	066677	12/06/07	AGILYSYS INC	\$1,298.58	SAN Upgrade Technical Services
O	066678	12/06/07	ALLSTEEL INC.	\$13,174.78	FURNITURE FOR CAMPUS SAFETY BLDG
O	066679	12/06/07	APPLE COMPUTER INC.	\$3,047.43	Grant Tech. Equipment Hort.



## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

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Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066680	12/06/07	CRC CONSULTING GROUP, INC.	\$13,457.50	WATER TEST ALL WINDOWS AT THE BGS BUILDING
O	066681	12/06/07	CROWNER SHEET METAL PRODUCTS	\$6,068.70	PKG.H, SHEET METAL,BID 279,IVC.
O	066682	12/06/07	DEVISE TECHNICAL PRODUCTS, INC	\$8,442.03	DRAIN LINES
O	066683	12/06/07	DISPLAYS 2GO	\$248.71	POL/WARHSE LITERATURE DISPLAY
O	066684	12/06/07	THE FITNESS STANDARD	\$2,671.50	SHIM STAGE FLOOR TO LEVEL AT TRAP
O	066685	12/06/07	IBM CORPORATION	\$172.40	SAN Fiber Optic Switch Matrix
O	066686	12/06/07	JOYCE INSPECTION & TESTING	\$8,008.00	HIRE INSPECTOR FOR MAINT. & POLICE
O	066687	12/06/07	JUDGE NETTING, INC.	\$53,175.00	DRIVING RANGE NET REPLACEMENT COST
O	066688	12/06/07	LOS ANGELES ENGINEERING, INC.	\$8,869.61	ATEP SIGNAGE
O	066689	12/06/07	LPA, INC.	\$19,259.53	ARCHITECTURAL FEES
O	066690	12/06/07	MOBILE MODULAR MGMT. CORP.	\$1,183.10	RENTAL OF POLICE TRAILER
O	066691	12/06/07	NEUDESIC, LLC	\$167,510.00	Student Information System, Contracted Services
O	066692	12/06/07	PEOPLE ADMIN, INC.	\$500.00	Domain Name Change
O	066693	12/06/07	RAND MATERIAL HANDLING EQUIP.	\$1,891.48	LADDER, IVC THEATER
O	066694	12/06/07	SATCO SUPPLY	\$1,077.35	TOOLS, IVC THEATER
O	066695	12/06/07	SEHI PROCOMP COMPUTER	\$1,112.55	PRINTERS
O	066696	12/06/07	TROXELL COMMUNICATIONS, INC.	\$3,987.93	AV equipment
O	066697	12/06/07	VIDEO SERVICE OF AMERICA	\$2,709.67	Technical Hardware
O	066698	12/06/07	WARE DISPOSAL CO., INC.	\$1,300.69	TRASH COLLECTION SERVICES
O	066699	12/06/07	ZIMKOR INDUSTRIES, INC	\$105,222.86	BID 279,PKG.F, BUS & TECH CTR.
O	066700	12/07/07	AT&T/MCI	\$1,805.22	Annual P.O. for telephone service
O	066701	12/07/07	AT&T/MCI	\$87.17	TELEPHONE/FAX SERVICE FOR ATEP
O	066702	12/07/07	AT&T	\$1,665.30	Annual P.O. for telephone service
O	066703	12/07/07	MIKE BROWN GRANDSTANDS, INC.	\$6,750.00	Stadium Bleacher Rental
O	066704	12/07/07	CHEVRON & TEXACO CARD SVCS.	\$2,370.17	2007/08 Use of Gasoline by Various Departments
O	066705	12/11/07	LISA DAVIS-ALLEN	\$39.41	Milage & Parking Reimbursement
O	066706	12/11/07	AMANDA GARCIA	\$50.00	Panel Presentation
O	066707	12/11/07	JEAN GAUDREAU	\$950.00	3D Modeling Grant
O	066708	12/11/07	GE CAPITAL	\$900.45	LEASE Agreement - Canon Copiers
O	066709	12/11/07	ESTER GRAHAM	\$28.09	MILEAGE
O	066710	12/11/07	GRAYBAR ELECTRIC CO.	\$815.69	ELECTRICAL SUPPLIES
O	066711	12/11/07	GREY HOUSE PUBLISHING	\$359.00	Library books per Tom Weisrock request
O	066712	12/11/07	KELLY GRIMES	\$700.00	Consultant
O	066713	12/11/07	MARLYS GRODT & ASSOCIATES	\$500.00	Rev. of Academic Adm/CL Mgmt. position
O	066714	12/11/07	RAUL B. GUTIERREZ	\$26.77	MILEAGE
O	066715	12/11/07	NEIL HAMAMURA	\$150.00	Contract Services
O	066716	12/11/07	HARROD MANAGEMENT SOLUTIONS,	\$8,750.00	Professional Services:Network Support Services
O	066717	12/11/07	PATTY HELTON	\$12.32	MILEAGE
O	066718	12/11/07	ELIZABETH HERNANDEZ	\$12.91	REIMBURSEMENT FOR LAB SUPPLIES
O	066719	12/11/07	HIRSCH PIPE & SUPPLY	\$69.96	PLUMBING/IRRIG. SUPPLIES
O	066720	12/11/07	LORNA HIXON	\$9.80	Reim. L. Hixon - postage
O	066721	12/11/07	HOKE OUTDOOR ADVERTISING,INC.	\$436.29	Nutcracker banners
O	066722	12/11/07	HOME DEPOT CREDIT SERVICES	\$393.14	MATERIALS AND SUPPLIES
O	066723	12/11/07	TRAN HONG	\$26.58	MILEAGE
O	066724	12/11/07	HORIZON	\$1,486.95	GRASS SEED
O	066725	12/11/07	HOTSY OF SOUTHERN CALIFORNIA	\$129.00	Pervice call
O	066726	12/11/07	IMAGE PRINTING SOLUTIONS	\$249.43	purchase name badges for employees
O	066727	12/11/07	INGARDIA BROTHERS PRODUCE,INC.	\$122.17	Groceries for Foods Lab.
O	066728	12/11/07	IRVINE PIPE & SUPPLY	\$219.03	OPEN P.O. FOR SUPPLIES
O	066729	12/11/07	IRVINE RANCH WATER DIST.	\$77.28	WATER SERVICE
O	066730	12/11/07	IRVINE RANCH WATER DIST.	\$132.50	WATER SERVICE

## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	066731	12/11/07	IRVINE RANCH WATER DIST.	\$58.80	WATER SERVICE
O	066732	12/11/07	IRVINE RANCH WATER DIST.	\$85.44	WATER SERVICE
O	066733	12/11/07	IRVINE RANCH WATER DIST.	\$1,266.64	Annual Maintenance Agreement
O	066734	12/11/07	IRVINE RANCH WATER DIST.	\$3,764.39	Annual Maintenance Agreement
O	066735	12/11/07	IRVINE RANCH WATER DIST.	\$1,510.25	Annual Maintenance Agreement
O	066736	12/11/07	IRVINE RANCH WATER DIST.	\$661.95	Annual Water Service
O	066737	12/11/07	IRVINE RANCH WATER DIST.	\$491.50	Annual Water Service
O	066738	12/11/07	IRVINE RANCH WATER DIST.	\$128.15	Annual Water Service
O	066739	12/11/07	IRVINE VALLEY COLLEGE BOOKSTOR	\$124.45	October 2007 CARE bookstore billing
O	066740	12/11/07	JAELYNE JACSEN	\$50.00	Workshop Facilitator
O	066741	12/11/07	BICHTUYEN JENSEN	\$24.64	MILEAGE
O	066742	12/11/07	CANDY KINCAID	\$46.51	MILEAGE
O	066743	12/11/07	KINSHIP CENTER	\$460.00	Keynote Presentation
O	066744	12/11/07	KIRK	\$383.88	Paper Order
O	066745	12/11/07	KIRK	\$296.72	Paper Order
O	066746	12/11/07	KOALA KLUB	\$385.00	CARE Child Care Services
O	066747	12/11/07	L.A. TIMES	\$2,261.07	Monthly ad insertions in LA Times.
O	066748	12/11/07	L.A. TIMES	\$981.75	Monthly ad insertions in LA Times.
O	066749	12/11/07	LAB SAFETY SUPPLY INC.	\$451.75	Competitive equip - cabinet, line#29
O	066750	12/11/07	LAGUNA HILLS NURSERY	\$124.72	Instructional Supplies
O	066751	12/11/07	TONI LAKOW	\$36.96	MILEAGE
O	066752	12/11/07	LASER SOURCE	\$172.26	Non Instructional Repair
O	066753	12/11/07	RACHEL MANDERS	\$23.88	FedEx Costs
O	066754	12/11/07	LORI MANGELS	\$86.23	MILEAGE
O	066755	12/11/07	MARKERTEK VIDEO SUPPLY	\$63.32	Reading Lab. replacement headset cushions
O	066756	12/11/07	MARLENI MASTRANGELO	\$500.00	628640-SCHOLARSHIP GIVEN BY GRANT
O	066757	12/11/07	CONNIE MCCLAIN	\$79.73	Reimb Staff Development Activity UHH 11/30/07
O	066758	12/11/07	MC FADDEN-DALE INDUSTRIAL	\$74.56	OPEN P.O. FOR SUPPLIES
O	066759	12/11/07	MC KESSON MEDICAL SURGICAL	\$959.90	DIGITAL INFANT SCALE
O	066760	12/11/07	JOSEPH JAY MENDOZA	\$945.00	Workshop Presentation
O	066761	12/11/07	CLIFFORD MEYER	\$318.76	Reimbursement
O	066762	12/11/07	MIDWEST LIBRARY SERVICE	\$2,736.15	Pay for books.
O	066763	12/11/07	SALLIE MILLER	\$285.00	Workshop Presenter
O	066764	12/11/07	MISSION HOSPITAL	\$656.00	Rental Space
O	066765	12/11/07	CRAIG MONROE	\$56.01	Reimburse Craig Monroe, DMP, instr supplies
O	066766	12/11/07	RAMON MONTIEL	\$63.24	MILEAGE
O	066767	12/11/07	KALON MORRIS	\$82.76	Reimbursement to K.Morris for reference books
O	066768	12/11/07	MOULTON-NIGUEL WATER DIST.	\$8,603.09	Billing for Moulton-Niguel water services
O	066769	12/11/07	MOUSER ELECTRONICS	\$388.24	RECHARGEABLE BATTERIES
O	066770	12/11/07	TAMERA RICE	\$11.00	PARKING
O	066771	12/11/07	LEXIE L. SULLIVAN	\$36.96	MILEAGE
O	066772	12/11/07	KATHCO PRODUCTS	\$683.28	PAPER SUPPLIES FOR CENTER
O	066773	12/11/07	JESSICA M. CHA	\$42.27	MILEAGE
O	066774	12/11/07	EARL PAGAL	\$71.95	MILEAGE
O	066775	12/11/07	MOUSER ELECTRONICS	\$68.90	ELECTRONIC SUPPLIES
O	066776	12/11/07	NATIONAL STUDENT CLEARINGHOUSE	\$1,402.20	Agreement for the NSC Student Tracker Service
O	066777	12/11/07	AUGUSTINE NAVARRO	\$180.00	Porkshop Presenter
O	066778	12/11/07	NCMPR	\$60.00	Medallion Awards Certificates for KGarner & MOMear
O	066779	12/11/07	NORTH STATE ENVIRONMENTAL	\$17,686.99	BID.....5YR CONTRACT
O	066780	12/11/07	MARIA NUNEZ	\$22.00	Reimburse for postage
O	066781	12/11/07	DIANE OAKS	\$68.94	Reimbursement for PAC Gala



## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066782	12/11/07	ORANGE CO. AUDITOR-CONTROLLER	\$4,505.00	SURCHARGE ON CITATIONS
O	066783	12/11/07	ORANGE CO. AUDITOR-CONTROLLER	\$2,485.00	Annual Maintenance Agreement
O	066784	12/11/07	CHURM PUBLISHING CO., INC.	\$1,930.00	Monthly ad insertion in OC Metro Magazine.
O	066785	12/11/07	ORANGE COUNTY REGISTER	\$306.16	ADVERTISING
O	066786	12/11/07	ORANGE COUNTY REGISTER	\$4,279.00	Ongoing printing & delivery charges for the Lariat
O	066787	12/11/07	ORANGE COUNTY REGISTER	\$3,593.84	Monthly ad insertions in the OC Register.
O	066788	12/11/07	OC WEEKLY MEDIA	\$1,838.00	Monthly ad insertions in OC Weekly.
O	066789	12/11/07	OCLC, INC.	\$529.14	Annual Maintenance Agreement
O	066790	12/11/07	OCPC MAGAZINE	\$3,750.00	advertising
O	066791	12/11/07	ONESOURCE DISTRIBUTORS, INC.	\$1,204.61	ELECTRICAL SUPPLIES
O	066792	12/11/07	ORKIN EXTERMINATING, INC.	\$1,764.00	ANNUAL MAINTENANCE AGREEMENT
O	066793	12/11/07	OXFORD UNIVERSITY PRESS	\$34.32	Library books per Tom Weisrock request
O	066794	12/11/07	NAEYC	\$350.00	ANNUAL REPORT FEE FOR NAEYC ACCREDITATION
O	066795	12/11/07	NAEYC SELF-STUDY	\$525.00	NAEYC SELF STUDY KIT
O	066796	12/12/07	A & E HOME VIDEO	\$301.32	Library Dvds per Tom Weisrock request
O	066797	12/12/07	AAA ACCESS SMOG	\$50.00	SMOG TESTING
O	066798	12/12/07	ABC ICE HOUSE	\$36.63	SUPPLIES
O	066799	12/12/07	MARC ABDOU	\$3,000.00	GIS CTE Grant
O	066800	12/12/07	ACEPEX MANAGEMENT CORPORATION	\$1,552.00	PROPERTY MAINTENANCE SERVICES
O	066801	12/12/07	ACP/CMA	\$139.00	Annual Membership to Associated Collegiate Press.
O	066802	12/12/07	ADVANTA ENERGY	\$950.00	ENERGY SERVICING AGREEMENT
O	066803	12/12/07	A/R CENTRAL BILLING- BOISE	\$1,126.80	Groceries for Foods Lab.
O	066804	12/12/07	ALLIED REFRIGERATION INC	\$124.96	HVAC SUPPLIES
O	066805	12/12/07	ALLIED STORAGE CONTAINERS,	\$4,596.63	Storage container
O	066806	12/12/07	ALLSCRIPTS, INC	\$239.70	Prescription meds
O	066807	12/12/07	ALPHAGRAPHICS	\$127.96	FLYERS FOR IVC FALL 2007 DANCE CONCERT.
O	066808	12/12/07	APPLE COMPUTER INC.	\$8,739.35	Apple Computer
O	066809	12/12/07	APPLE SCIENTIFIC, INC.	\$40.60	CHEMISTRY SUPPLIES
O	066810	12/12/07	ARROWHEAD DRINKING WATER	\$43.09	Rental of ROHC Water Filtration System
O	066811	12/12/07	ART SUPPLY WAREHOUSE	\$327.45	Art Supplies for theatre
O	066812	12/12/07	ATKINSON, ANDELSON, LOYA, RUND	\$12,344.84	Attorney Services FY 2007/2008
O	066813	12/12/07	B & H PHOTO	\$59.00	battery tester
O	066814	12/12/07	BAKER & TAYLOR	\$367.16	Library books per Tom Weisrock request
O	066815	12/12/07	BANNERSANDSIGNS.NET	\$63.34	Name Plates
O	066816	12/12/07	BELCO BIOTECHNOLOGY	\$243.06	MICROBIOLOGY SUPPLIES
O	066817	12/12/07	UC REGENTS	\$545.00	PO for self guided tour or Birch Aquarium
O	066818	12/12/07	MARIA BLAIR	\$50.00	Panel Presentation
O	066819	12/12/07	MIKE BROWN GRANDSTANDS, INC.	\$400.00	BASEBALL BLEACHER SEATING
O	066820	12/12/07	BUDDY'S ALL STARS	\$3,215.49	Softball equipment
O	066821	12/12/07	KRISTEN BUSH	\$880.00	Consulting Services: Web Development & Maint.
O	066822	12/12/07	CAL'S CAMERAS	\$212.72	DARKROOM SUPPLIES
O	066823	12/12/07	LISA CARMEL	\$50.00	Panel Presentation
O	066824	12/12/07	CARQUEST AUTO PARTS	\$161.35	OPEN P.O. FOR SUPPLIES
O	066825	12/12/07	CARVIN, INC.	\$125.56	Theatre supplies
O	066826	12/12/07	CCS PRESENTATION SYSTEMS,	\$2,414.43	AV Equipment
O	066827	12/12/07	CDW GOVERNMENT, INC.	\$66.72	Keyboard
O	066828	12/12/07	COMMUNITY PLAYTHINGS	\$7,340.00	COMP EQUIPMENT 2007-2008 FOR CDES
O	066829	12/12/07	COACH AMERICA	\$554.00	BUS - NORTON SIMON MUSEUM - PASADENA, CA
O	066830	12/12/07	COACH AMERICA	\$834.50	Bus for EI Field Trip, 11/15, to SD Museum of Art
O	066831	12/12/07	COMMUNICATION ARTS	\$53.00	Graphics mag. subscription for Michael O'Meara.
O	066832	12/12/07	COUNTRY TECHNOLOGY, INC.	\$71.80	FITNESS SPECIALIST SUPPLIES

## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066833	12/12/07	COX COMMUNICATIONS, INC	\$4,340.28	COX Communications Intercampus WAN service
O	066834	12/12/07	COX MEDIA, INC.	\$726.38	Advertising
O	066835	12/12/07	CREATIVE BANNER ASSEMBLIES	\$73.02	Signage Materials
O	066836	12/12/07	PAUL CURTIS	\$20.00	Reimbursement: Paul Curtis for Koi Food
O	066837	12/12/07	DAHLSTROM & COMPANY	\$290.00	MATERIALS FOR JOB PLACEMENT
O	066838	12/12/07	TRACY DALY	\$12.70	REIMBURSEMENT
O	066839	12/12/07	DANA POINT YACHT MAINTENANCE	\$19.50	Blanket PO for Boston Whaler Monthly Hull Maintena
O	066840	12/12/07	DAVIS INSTRUMENTS CORP	\$46.71	WEATHER STATION SUPPLIES
O	066841	12/12/07	DE NAULT'S TRUE VALUE	\$27.19	SUPPLIES
O	066842	12/12/07	GOODWILL INDUSTRIES	\$5,982.50	Provide Interp.Svs.Stds.w/Disabilities
O	066843	12/12/07	DELL MARKETING L.P.	\$28,999.65	Laptop computer used with teleprompter
O	066844	12/12/07	DEWEY'S APPLIANCES	\$1,724.00	Microbiology Refrigerators
O	066845	12/12/07	DISCOUNT DANCE SUPPLY CO.	\$44.23	DANCE COSTUMES FOR IVC DANCE DEPARTMENT
O	066846	12/12/07	DRS. FOSTER & SMITH	\$138.20	AQUA SUPPLIES
O	066847	12/12/07	MICHELE DUGAN	\$180.00	Workshop Presenter
O	066848	12/12/07	DUNN-EDWARDS CORPORATION	\$141.59	OPEN P.O. FOR SUPPLIES
O	066849	12/12/07	ECOLAB PROFESSIONAL PRODUCTS	\$1,363.33	Dept. Supplies
O	066850	12/12/07	EDITS PUBLISHERS	\$384.70	COPS Assessment / Edits Pub
O	066851	12/12/07	ARNETTE EDWARDS	\$180.00	Workshop Presenter
O	066852	12/12/07	DONALD EISENTRAUT	\$400.00	Contract Services
O	066853	12/12/07	ELECTRONIX EXPRESS	\$173.80	ELECTRONIC SUPPLIES
O	066854	12/12/07	RON ELLISON	\$128.49	Reimbursement
O	066855	12/12/07	ELSEVIER HEALTH SCIENCE	\$161.78	Instructional Books for Paramedic Students
O	066856	12/12/07	ENTERPRISE RENT-A-CAR	\$380.82	OPEN P.O. FOR VEHICLE RENTAL
O	066857	12/12/07	EXCELSIOR ELEVATOR CORPORATION	\$650.00	ANNUAL ELEVATOR MAINTENANCE SERVICE
O	066858	12/12/07	FISHER SCIENTIFIC	\$1,024.92	CHEMISTRY EQUIPMENT
O	066859	12/12/07	NICOLE DANIELLE FOSSUM	\$244.00	#558276-N. FOSSUM, SSC SCHOLARSHIP
O	066860	12/12/07	FREEWAY AUTO SUPPLY	\$360.94	TRANSPORTATION SUPPLIES
O	066861	12/12/07	FRY'S ELECTRONICS	\$1,067.54	OPEN PO FOR COMPUTER SUPPLIES
O	066862	12/12/07	DISCOUNT SCHOOL SUPPLY	\$1,774.42	INSTRUCTIONAL SUPPLIES FOR CLASSROOMS
O	066863	12/12/07	AT&T/MCI	\$244.09	Annual P.O. for telephone service
O	066864	12/12/07	AT&T	\$96.65	Annual P.O. for telephone service
O	066865	12/12/07	PACIFIC CLIPPINGS	\$89.78	Press clippings
O	066866	12/12/07	LORI PARRA	\$138.68	staff development activity
O	066867	12/12/07	BOB PARRETT CONSTRUCTION	\$3,735.00	CONSTRUCT WATER HEATER CLOSET
O	066868	12/12/07	PEARL ART & CRAFT SUPPLIES	\$235.13	FASHION SUPPLIES
O	066869	12/12/07	PHYSICIAN SALES & SERVICE	\$619.16	SUPPLIES FOR MEDICAL ASSISTING
O	066870	12/12/07	PROAIR CONSTRUCTION SVCS. INC.	\$12,725.00	CONTRACT SERVICES
O	066871	12/12/07	RECALL SECURE DESTRUCTION	\$79.32	Shredding Account Documents 07/08
O	066872	12/12/07	RECORDING FOR THE BLIND &	\$500.00	RFBD annual membership fees per Kevin O'Connor
O	066873	12/12/07	RICOH AMERICAS CORPORATION	\$59.40	yearly Ricoh copier Maint. agreement
O	066874	12/12/07	RISO, INC.	\$704.88	Blanket PO to Riso for supplies
O	066875	12/12/07	S & S COMMUNICATIONS	\$6,669.73	Radios
O	066876	12/12/07	SADDLEBACK VALLEY UNIFIED	\$297.00	REIMBURSEMENT FOR 7 & 8 GRADE GRANT
O	066877	12/12/07	SAFeway INC/PAVILIONS	\$283.43	Groceries for Foods Lab (summer/fall)
O	066878	12/12/07	SAMY'S CAMERA	\$2,525.93	Lab Supplies
O	066879	12/12/07	SCANTRON CORPORATION	\$208.68	REPLENISH SUPPLIES
O	066880	12/12/07	SECURITYWARE	\$209.73	LOCKS FOR COMPUTERS
O	066881	12/12/07	DOROTHY SHERLING	\$138.93	Reimbursement for TravelDrive, certificates cover
O	066882	12/12/07	SHRED-IT	\$155.00	For Shred-it monthly service
O	066883	12/12/07	SPECTRUM CHEMICAL MFG. CORP.	\$80.30	MICROBIOLOGY SUPPLIES



## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	066884	12/12/07	STAR MAINTENANCE SUPPLY	\$1,071.57	JANITORIAL SUPPLIES
O	066885	12/12/07	STATER BROTHERS	\$157.88	Groceries for Foods Lab.
O	066886	12/12/07	SWACC	\$2,434.00	Prop/Lib Coverage added for ATEP
O	066887	12/12/07	SYSTEMS SOURCE, INC.	\$1,454.63	RECEPTION DESK
O	066888	12/12/07	TAPES AND....	\$318.08	TAPE
O	066889	12/12/07	TENNESSEE TECH UNIVERSITY	\$13,745.21	Payment for NSF Subaward - Tennessee Tech Univ
O	066890	12/12/07	ARLENE THOMAS	\$264.15	Reimbursement for Dept. Supplies
O	066891	12/12/07	TROXELL COMMUNICATIONS, INC.	\$381.44	AV Equipment
O	066892	12/12/07	POSTMASTER	\$561.70	POSTAGE FOR WELCOME DAY
O	066893	12/12/07	ULINE	\$408.87	Cardboard Mailers
O	066894	12/12/07	VISTA PAINT	\$107.48	PAINT SUPPLIES
O	066895	12/12/07	VITAL LINK EDUCATION AND	\$2,341.66	Contract agreement
O	066896	12/12/07	VWR INTERNATIONAL, INC.	\$431.12	MICROBIOLOGY SUPPLIES
O	066897	12/12/07	WEST PAYMENT CENTER	\$369.15	Westlaw OnLine Research-VCHR
O	066898	12/12/07	WALLCUR, INC.	\$458.19	SUPPLIES FOR NURSING
O	066899	12/12/07	WALTERS VISTA	\$33.27	FLUORESCENT LIGHTING
O	066900	12/12/07	WARD'S NATURAL SCIENCE	\$247.48	Blanket PO for Expendable Classroom Supplies
O	066901	12/12/07	LISA R. WELLER	\$280.00	Contract Services
O	066902	12/12/07	MARY WILLIAMS	\$71.13	staff development activity reimbursement
O	066903	12/12/07	WINDSTREAM POWER LLC	\$582.22	COMPETITIVE EQUIPMENT
O	066904	12/12/07	XEROX CORP.	\$1,002.45	XEROX COPIER-CHANCELLOR'S OFFICE
O	066905	12/12/07	ROCKVIEW FARMS	\$223.48	milk delivery for Center
O	066906	12/12/07	SO. ORANGE CO. COMM. COL. DIST	\$4,165.70	To Reimburse Checking Account Workers' Comp Claims
O	066907	12/12/07	ELIZABETH ARREAGA	\$300.00	California Sociological Association Conference
O	066908	12/12/07	LAURA E. BELLIN	\$43.22	Reimbursment for travel
O	066909	12/12/07	JYOTI CHANDRA	\$297.10	2007 Sleeter Group Accounting Software Consulting
O	066910	12/12/07	SUSAN M. COOPER	\$81.60	Dr. Cooper to attend Conference
O	066911	12/12/07	SUSAN CORUM	\$549.54	Staff Development Conference - Susan Corum
O	066912	12/12/07	SYLVIE GROTE	\$213.65	Silvie Grote to 27th Southwest Chapter ACSM Conf.
O	066913	12/12/07	MARJORIE LUESEBRINK	\$500.00	Marjorie Luesebrink to SLISA '07 CODE Conference
O	066914	12/12/07	BARBARA LUTHER	\$72.71	CATESOL Los Angeles Regional Conference
O	066915	12/12/07	DANIEL LUZKO	\$500.00	Dr. Daniel Luzko to Chopin-Gorecki Music Festival
O	066916	12/12/07	HEIDI M. MUELLER	\$90.00	Reimburse Larry Radden
O	066917	12/12/07	OCTFCU	\$972.92	RMATHUR TO CCLC 11-15-07
O	066918	12/12/07	FRANK PANGBORN	\$78.80	Frank Pangborn to CA Comm College Real Estate Conf
O	066919	12/12/07	DONNA PRIBYL	\$36.65	Conference attendance for staff member
O	066920	12/12/07	ROBIN ROGERS-CLOUD	\$148.70	National Watercolor Society Demonstration series
O	066921	12/12/07	DOROTHY SHERLING	\$1,366.26	Reimbursement for conference
O	066922	12/12/07	DIANE M. SMITH	\$9.76	Conference attendance for Staff member
O	066923	12/12/07	JOVAN STOJANOVSKI	\$500.00	Jovan Stojanovski to Southwest Chapter 27th ACSM
O	066924	12/12/07	NORMA YANNI	\$172.88	NAFSA REGION XII 2007 CONFERENCE
O	066925	12/12/07	RICHARD ZUCKER	\$500.00	Richard Zucker to AMATYC 33rd Annual Conference
O	066926	12/13/07	ACSIG/EDGE	\$36,746.95	Vision Services FY 07/08 Fund 01
O	066927	12/13/07	ACSIG/EDGE	\$111,614.25	Delta Dental FY 07/08 Fund 01
O	066928	12/13/07	HYATT LEGAL	\$6,148.40	Hyatt Legal Benefits
O	066929	12/13/07	PACIFICARE BEHAVIORAL HEALTH	\$2,895.27	Pacificare Behavioral FY 07/08 Fund 01
O	066930	12/13/07	PRINCIPAL LIFE INSURANCE	\$30,696.41	Long-Term Disability Benefits for 2007-2008 FY
O	066931	12/13/07	PRINCIPAL LIFE INSURANCE	\$28,405.80	Life Insurance Benefits 2007/2008 FY
O	066932	12/13/07	SISC III HEALTH BENEFITS	\$877,901.80	SISC (PPO)-Benefits FY 2007/08 Fund 01
O	066933	12/13/07	UNUM LIFE INSURANCE COMPANY	\$1,650.05	UNUM LTC FY 2007/08
O	066934	12/13/07	UNUM LIFE INSURANCE COMPANY	\$3,388.52	UNUM LTC FY 2007/08

## WARRANT REGISTER LISTING

Escape - AP

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Bank Account (COUNTY ) - County Account

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	066935	12/13/07	ACSIG/EDGE	\$3,348.75	Vision Services FY 07/08 Fund 07
O	066936	12/13/07	ACSIG/EDGE	\$10,146.75	Delta Dental FY 07/08 Fund 71
O	066937	12/13/07	SISC III HEALTH BENEFITS	\$192,211.00	Blue Shield (Retiree) Benefits FY 2007/08
O	066938	12/13/07	THE BAINBRIDGE GROUP, INC.	\$38,464.50	MGR. FOR MOLD ABATEMENT
O	066939	12/13/07	CARRIER JOHNSON	\$5,676.06	ARCHITECTURAL SERVICES
O	066940	12/13/07	CORPORATE BUSINESS INTERIORS	\$4,672.76	FURNITURE FOR POLICE & WAREHOUSE
O	066941	12/13/07	DELL MARKETING L.P.	\$4,922.11	NETWORKER LICENSES
O	066942	12/13/07	DUMARC CORPORATION	\$177,643.95	BID 284
O	066943	12/13/07	gkkworks	\$63,125.00	AGMT FOR. BUS. & TECH CTR.
O	066944	12/13/07	GoEngineer	\$1,474.25	SOLIDWORKS SUBSCRIPTION RENEWAL
O	066945	12/13/07	IBM CORPORATION	\$49,595.68	SAN Fiber Optic Switch Matrix
O	066946	12/13/07	INCENTRA SOLUTIONS OF	\$15,040.00	Engineering & PM Services for Exchange Project
O	066947	12/13/07	JACKSON, DE MARCO, TIDUS,	\$61,327.70	ATEP Legal Professional Services
O	066948	12/13/07	MPC-G SYSTEMS	\$6,156.84	Computers for Acctg. Dept.
O	066949	12/13/07	NEUDESIC, LLC	\$137,808.00	Student Information System, Contracted Services
O	066950	12/13/07	PENN CORPORATE RELOCATION	\$45.00	STORAGE
O	066951	12/13/07	RJM DESIGN GROUP, INC.	\$466.75	LANDSCAPE ARCHITECT SERVICES
O	066952	12/13/07	SEHI PROCOMP COMPUTER	\$9,561.74	BLACK AND WHITE LASER PRINTERS
O	066953	12/13/07	SOURCE GRAPHICS	\$15,233.61	Digital copier/printer system
O	066954	12/13/07	TRI-BEST VISUAL DISPLAY	\$142.38	TACKBOARD
O	066955	12/13/07	TROXELL COMMUNICATIONS, INC.	\$8,167.34	PROJECTOR AND SCREEN FOR CONFERENCE ROOM
O	066956	12/13/07	ZUSSER COMPANY INC.	\$40,420.00	BID 270 PKG. 02-1
O	066957	12/13/07	THOMSON-WEST/BARCLAYS	\$268.00	BARCLAYS TITLE 5 SUBSCRIP RENEWAL
O	066958	12/13/07	OFFICEMAX CONTRACT INC.	\$5,493.13	Office Max Supply Orders 2007/2008
O	066959	12/13/07	PARKHOUSE TIRE, INC.	\$365.59	TIRES
O	066960	12/13/07	PARKWAY LAWNMOWER SHOP	\$41.20	OPEN P.O. FOR SUPPLIES
O	066961	12/13/07	PAULINE JOHNSON, PAULINE'S	\$2,591.27	Plastic Bags for Outreach Materials
O	066962	12/13/07	GWEN PLANO	\$5.95	Postage reimbursement
O	066963	12/13/07	POWER FORD TUSTIN	\$248.41	VEHICLE REPAIR/SMOG CERTIFICATION
O	066964	12/13/07	PURETEC	\$447.80	SUPPLIES
O	066965	12/13/07	RALPHS GROCERY COMPANY	\$52.17	Produce, grocery items, cleaning supplies, etc.
O	066966	12/13/07	RICOH AMERICAS CORPORATION	\$16.40	MAILROOM MAINTENANCE AGREEMENT
O	066967	12/13/07	S & B FOODS	\$966.36	PURCHASE OF FOOD FOR MONTHLY BOARD MEETINGS
O	066968	12/13/07	S & B FOODS	\$100.37	Refreshments for Region VIII Matriculation Worksho
O	066969	12/13/07	SALEM PRESS, INC.	\$340.49	Library books per Tom Weisrock request
O	066970	12/13/07	SAN DIEGO GAS & ELECTRIC	\$1,273.32	Electric Service Billing for SDG&E
O	066971	12/13/07	SAN DIEGO GAS & ELECTRIC	\$44,036.62	Electric Service Billing for SDG&E
O	066972	12/13/07	SADDLEBACK COLLEGE FOUNDATION	\$4,729.48	Remit Grant funds to Foundation Account
O	066973	12/13/07	KEITH SHACKLEFORD	\$320.00	GASOLINE REIMBURSEMENTS
O	066974	12/13/07	SJM INDUSTRIAL RADIO	\$292.00	2-WAY RADIO REPAIR
O	066975	12/13/07	SOUTHERN CALIFORNIA EDISON CO.	\$84.60	ELECTRIC SERVICE FOR CACT FACILITY
O	066976	12/13/07	SOUTHERN CALIFORNIA EDISON CO.	\$1,845.57	ELECTRIC SERVICE ATEP
O	066977	12/13/07	SOUTHERN CALIFORNIA EDISON CO.	\$326.96	ELECTRIC SERVICE ATEP
O	066978	12/13/07	SO. CAL. GAS CO.	\$105.24	NATURAL GAS
O	066979	12/13/07	SPECTRUM CHEMICAL MFG. CORP.	\$4,102.23	CHEMISTRY SUPPLIES
O	066980	12/13/07	SPORTS RESOURCE GROUP, INC.	\$420.00	BIOLOGY EQUIPMENT
O	066981	12/13/07	RWQCB	\$20.00	INDUSTRIAL STORM WATER COMPLIANCE VIDEO
O	066982	12/13/07	TANGRAM INTERIORS	\$1,703.64	Chairs for Vice Presidents
O	066983	12/13/07	TUTTLE-CLICK FORD	\$247.93	TRANS. PARTS
O	066984	12/13/07	WARE DISPOSAL CO., INC.	\$8,714.58	Annual Costs
O	066985	12/13/07	BETTYANN WELLAND	\$750.00	Workshop Presenter



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Bank Account (COUNTY ) - County Account

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	066986	12/13/07	LISA R. WELLER	\$125.00	Contract Services
O	066987	12/13/07	WINDSTREAM POWER LLC	\$76.87	PHYSICS SUPPLIES
O	066988	12/13/07	WINDWOOD THEATRICALS, INC.	\$2,500.00	deposit for Forbidden Broadway
O	066989	12/13/07	XEROX CORP.	\$422.00	XEROX MACHINE MOVE
O	066990	12/13/07	RALPHS GROCERY COMPANY	\$950.12	NUTRITIONAL FOOD AND SUPPLIES
O	066991	12/13/07	SO. ORANGE CO. COMM. COL. DIST	\$175.00	Reimburse SOCCCD Checking
O	066992	12/13/07	DEVISE TECHNICAL PRODUCTS, INC	\$10,979.19	CLEAN DRAIN LINE
O	066993	12/14/07	ARQUITECTONICA INT'L CORP.	\$116.23	ARCHITECTURAL FEES
O	066994	12/14/07	DELL MARKETING L.P.	\$674.71	Technology/Hardware
O	066995	12/14/07	gkkworks	\$131,795.84	Schematic Design Services Utt Library Renovation
O	066996	12/14/07	HARBOR CONSTRUCTION CO., INC.	\$360,966.00	BID 1060
O	066997	12/14/07	JOYCE INSPECTION & TESTING	\$2,464.00	HIRE INSPECTOR FOR MAINT. & POLICE
O	066998	12/14/07	LAMAR SPACE INC.	\$145.46	RENTAL OF TRAILER FOR INSPECTOR
O	066999	12/14/07	LEARNING RESOURCES	\$475.00	NURSING SOFTWARE
O	067000	12/14/07	TROXELL COMMUNICATIONS, INC.	\$1,765.52	PROJECTOR AND SCREEN FOR CONFERENCE ROOM
O	067001	12/14/07	WELLS FARGO BANK	\$40,107.00	ID 1060
O	067002	12/17/07	MARYAM AZARY	\$65.00	REIMBURSEMENT FOR CONFERENCE
O	067003	12/17/07	KATE CLARK	\$60.00	UC Counselor Conference Reimbursement
O	067004	12/17/07	PHILLIS KUCHARSKI	\$1,333.57	CONFERENCE FOR P.KUCHARSKI
O	067005	12/17/07	BETH MUELLER	\$24.82	Travel to Sacramento for 50% Meeting
O	067006	12/17/07	LINDA RENNE	\$58.20	Linda Renne to SARS-Tutoring/Learning Center Meet.
O	067007	12/17/07	GLENN ROQUEMORE	\$49.00	Conference for Glenn Roquemore
O	067008	12/17/07	MELINDA SMITH	\$297.00	Education of the Textile Arts in CA
O	067009	12/17/07	A-1 AWARDS	\$106.94	Gavel Plaque for Board President
O	067010	12/17/07	AARDVARK CLAY AND SUPPLIES	\$339.79	CERAMIC SUPPLIES
O	067011	12/17/07	ABC-CLIO, INC.	\$1,753.54	Library books per Tom Weisrock request
O	067012	12/17/07	ACADEMIC SENATE FOR CALIF.	\$1,499.46	Membership Dues 2007-2008
O	067013	12/17/07	ACTION DOOR REPAIR CORP.	\$878.20	DOOR INSTALLATION
O	067014	12/17/07	AGILYSYS INC	\$4,453.58	License/Maint for SAN Storage Back-up
O	067015	12/17/07	AIRGAS WEST	\$24.15	SUPPLIES
O	067016	12/17/07	JOANN ALFORD	\$146.83	reimburse staff development expenses
O	067017	12/17/07	AmbironTrustWave	\$675.00	PCI Compliance Validation Services Renewal
O	067018	12/17/07	AMERICAN JETWAY CORP.	\$253.54	AUTOMOTIVE SUPPLIES
O	067019	12/17/07	JULIE ANDERSON	\$59.92	Open purchase for fish foods and miscel supplies
O	067020	12/17/07	APPLE SCIENTIFIC, INC.	\$2,388.00	MARINE SCIENCE EQUIPMENT
O	067021	12/17/07	ARAMARK UNIFORM SERVICES	\$76.76	Shop coats,etc
O	067022	12/17/07	ARROWHEAD DRINKING WATER	\$34.94	OPEN P.O. FOR SUPPLIES
O	067023	12/17/07	ASI-MODULEX	\$5,387.50	BUILDINGS CONTRACT SERVICES
O	067024	12/17/07	BARNES & NOBLE	\$64.00	Invertebrate identification guide
O	067025	12/17/07	BEST EQUIPMENT SERVICE TEAM	\$66.11	AUTOMOTIVE SUPPLIES
O	067026	12/17/07	BOUNDTREE MEDICAL	\$407.17	EQUIPMENT FOR EMT PROGRAM
O	067027	12/17/07	KATHLEEN BRENNAN	\$31.10	staff development activity
O	067028	12/17/07	CALIFORNIA STAGE/LIGHTING, INC	\$9,629.13	Supplies
O	067029	12/17/07	CAPITOL ENQUIRY, INC.	\$452.99	Pocket Directory of the CA Legislature subscriptio
O	067030	12/17/07	CAROLINA BIOLOGICAL SUPPLY	\$176.63	ANATOMY AND BIOCHEMISTRY SUPPLIES
O	067031	12/17/07	CDW GOVERNMENT, INC.	\$16,079.47	Server for Transfer Grant
O	067032	12/17/07	CERTIPORT	\$2,600.00	MOUS Testing Vouchers for Candidates
O	067033	12/17/07	CINTAS CORPORATION	\$97.66	RENTAL SERVICE AGREEMENT
O	067034	12/17/07	CLARK SECURITY PRODUCTS INC.	\$881.58	OPEN P.O. FOR SUPPLIES
O	067035	12/17/07	COACH AMERICA	\$1,013.00	Bus for EI Field Trip on 12/8 to K.Crest Mansion
O	067036	12/17/07	COMPUTERLAND	\$369.74	CS3 4.0 License

## WARRANT REGISTER LISTING

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	067037	12/17/07	CONSOLIDATED ELECTRICAL DIST.	\$236.56	OPEN P.O. FOR SUPPLIES
O	067038	12/17/07	COSTA MESA SENIOR CENTER	\$200.00	Rental Space
O	067039	12/17/07	CROWN VALLEY MARKETPLACE	\$104.92	Groceries for Foods Lab.
O	067040	12/17/07	PAUL CURTIS	\$45.00	Reimburse Paul Curtis, replaces ReqRD08-01349
O	067041	12/17/07	D.A.S. DISTRIBUTION, INC.	\$567.95	BIOLOGY SUPPLIES
O	067042	12/17/07	JOHN DEERE LANDSCAPES, INC.	\$510.94	GROUNDS/IRRIG. SUPPLIES
O	067043	12/17/07	DELL MARKETING L.P.	\$13,408.45	RACK UPS REPLACEMENT
O	067044	12/17/07	DEPARTMENT OF JUSTICE	\$204.00	Fingerprinting - HR
O	067045	12/17/07	EXPERIAN	\$75.00	Contract Svcs from Experian
O	067046	12/17/07	DAIRY DEPOT	\$41.40	NUTRITIONAL MILK AND DAIRY SUPPLIES
O	067047	12/17/07	BAMWALL CO.	\$435.00	B-200 EMERGENCY DOOR REPAIR
O	067048	12/17/07	AT & T MOBILITY	\$57.98	2 CELL PHONES AND SERVICE
O	067049	12/17/07	PHOENIX GROUP INFORMATION SYS.	\$1,474.22	Annual Maintenance Agreement
O	067050	12/17/07	JUDI POHL	\$47.96	Staff Development Expense Reimbursement
O	067051	12/17/07	PRESS SOLUTIONS, INC.	\$162.31	Printing Holiday Post cards
O	067052	12/17/07	QUICK CAPTION	\$6,930.00	Provide Real Time Captioning Services
O	067053	12/17/07	JOHN RICHARDS	\$2.84	Reimbursement for Laboratory Supplies
O	067054	12/17/07	PATTY ROCKLIN	\$127.40	staff development reimbursement
O	067055	12/17/07	RR SYSTEMS, INC.	\$958.00	VILLAGE MOVING
O	067056	12/17/07	S & B FOODS	\$578.40	Catering Invoice
O	067057	12/17/07	S & B FOODS	\$1,706.44	Fall, 2007 Dance Event Refreshments
O	067058	12/17/07	S & S COMMUNICATIONS	\$195.00	Radio Repair
O	067059	12/17/07	SADDLEBACK GOLF CARS, INC.	\$899.95	Repair
O	067060	12/17/07	MARLENE SAIS	\$37.71	staff development activity
O	067061	12/17/07	FHEG - SADDLEBACK BOOKSTORE	\$50.00	BLANKET PO FOR BOOKSTORE
O	067062	12/17/07	SCANTRON CORPORATION	\$956.15	Scantrons for Assessment Center
O	067063	12/17/07	SIMULAIDS, INC.	\$3,235.53	INFANT TRAINING MANIKIN
O	067064	12/17/07	CINDRA SMITH	\$1,200.00	Consultant Fees/Travel Expenses
O	067065	12/17/07	DONNA SNEED	\$17.75	Reimbursement for PAC Gala
O	067066	12/17/07	SO. CAL. GAS CO.	\$18,379.06	PO for gas transmission service.
O	067067	12/17/07	SOUTHERN COUNTIES OIL	\$4,306.77	FUEL
O	067068	12/17/07	SOCCCD REVOLVING FUND	\$13,000.00	Reimburse Revolving Cash Fund
O	067069	12/17/07	VWR INTERNATIONAL, INC.	\$115.14	MICROBIOLOGY SUPPLIES
O	067070	12/17/07	WARE DISPOSAL CO., INC.	\$151.97	TRASH REMOVAL SERVICES
O	067071	12/17/07	WESTERN EXTERMINATOR COMPANY	\$895.00	CONTRACT SERVICES
O	067072	12/17/07	WILMAD/LAB GLASS	\$517.20	GLASSWARE FOR STUDENT USE
O	067073	12/17/07	WYTEC COMPANY	\$2,040.00	PHYSICS SUPPLIES
O	067074	12/17/07	YALE CHASE MATERIALS	\$283.99	FORKLIFT / VEHICLE REPAIRS
O	067075	12/17/07	NORMA YANNI	\$17.37	staff development reimbursement
O	067076	12/17/07	RPM CONSULTANT GROUP	\$4,250.00	GASB 43 & 45 Compliance
O	067077	12/17/07	LAURA ABRAMS	\$86.76	MILEAGE
O	067078	12/17/07	THOMAS A. FUENTES	\$74.21	MILEAGE
O	067079	12/17/07	WENDY GABRIELLA	\$60.74	Mileage/Parking reimbursement for Wendy Gabriella
O	067080	12/17/07	GALLS INC.	\$2,239.09	UNIFORMS FOR OFFICERS
O	067081	12/17/07	KORI LEE GARNER	\$9.76	MILEAGE
O	067082	12/17/07	GCS SERVICE, INC.	\$260.35	Equip. Repair
O	067083	12/17/07	CELIA GRIFFITHS	\$50.00	Panel Presentation
O	067084	12/17/07	HARDY DIAGNOSTICS	\$71.71	MICROBIOLOGY SUPPLIES
O	067085	12/17/07	CARMENMARA HERNANDEZ-BRAVO	\$41.93	Reimbursement for 2 Spanish VHS purchased online.
O	067086	12/17/07	HISPANIC OUTLOOK IN HIGHER ED	\$19.95	Subscription renewal for Hispanic Outlook magazine
O	067087	12/17/07	HITT MARKING DEVICES, INC.	\$20.60	Red Ink Stamp for Marie



## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	067088	12/17/07	CHRIS HOGSTEDT	\$83.15	Blanket for Chris Hogstedt
O	067089	12/17/07	HOME DEPOT CREDIT SERVICES	\$1,279.62	OPEN P.O. FOR SUPPLIES
O	067090	12/17/07	IMAGE PRINTING SOLUTIONS	\$1,826.36	printing of IVC Registration receipts
O	067091	12/17/07	INCENTRA SOLUTIONS OF	\$12,160.00	IT Software Engineering/Development Services
O	067092	12/17/07	INGERSOLL RAND SECURITY	\$631.56	proximity keyfobs for new blding
O	067093	12/17/07	LISA INLOW	\$65.84	Student Supplies
O	067094	12/17/07	INSIGHT MEDIA	\$366.45	DVD FOR N-162
O	067095	12/17/07	INTERNATIONAL BOOK CENTRE, INC.	\$132.95	Persian Cassettes for Lang. Lab.
O	067096	12/17/07	IRVINE PIPE & SUPPLY	\$433.80	OPEN P.O. FOR SUPPLIES
O	067097	12/17/07	IRVINE VALLEY COLLEGE BOOKSTOR	\$5,479.44	October 2007 IVC EOPS bookstore billing
O	067098	12/17/07	BILL JAY	\$84.39	MILEAGE
O	067099	12/17/07	JIST WORKS, INC.	\$544.24	Attitude Surveys- Job and College
O	067100	12/17/07	JOHNSTONE SUPPLY	\$91.19	OPEN P.O. FOR SUPPLIES
O	067101	12/17/07	KEENAN & ASSOCIATES	\$5,489.00	Gen.Liability and Terrorism Coverage
O	067102	12/17/07	TAMARA KING	\$251.70	Reimbursement for Internet services
O	067103	12/17/07	KIRK	\$293.94	Paper to make copies
O	067104	12/17/07	KLM BIOSCIENTIFIC	\$58.75	BLANKET KLM BIOLOGICAL
O	067105	12/17/07	L & N UNIFORM SUPPLY	\$910.93	SUPPLIES
O	067106	12/17/07	LA MOTTE CHEMICAL PRODUCTS CO	\$145.68	MARINE BIOLOGY SUPPLIES
O	067107	12/17/07	LAB SAFETY SUPPLY INC.	\$889.71	SAFETY SUPPLIES FOR CHEMISTRY
O	067108	12/17/07	DAVID B. LANG	\$133.86	MILEAGE
O	067109	12/17/07	LATITUDES MAP & TRAVEL STORE	\$646.49	WORLD GLOBE
O	067110	12/17/07	CHIEF,CDS,LIBRARY OF CONGRESS	\$325.00	Pay for books.
O	067111	12/17/07	LIEBERT CASSIDY WHITMORE	\$29,843.16	Attorney Services FY 2007/2008
O	067112	12/17/07	LOOMIS, FARGO & CO., INC	\$419.80	Armored Car Service 07/08
O	067113	12/17/07	MARINA MUSIC	\$1,015.00	Music
O	067114	12/17/07	MATERIALISE	\$1,000.00	Payment to Materialise
O	067115	12/17/07	MC KESSON MEDICAL SURGICAL	\$1,383.07	medical supplies needed for students
O	067116	12/17/07	McMASTER CARR SUPPLY CO.	\$722.78	HVAC SUPPLIES
O	067117	12/17/07	MEDCO SUPPLY COMPANY	\$287.73	Athletic Training supplies
O	067118	12/17/07	MEDIA SERVICES 55	\$410.00	Cable advertising
O	067119	12/17/07	METROCALL	\$224.72	PAGER RENTAL AND MAINTENANCE CONTRACT
O	067120	12/17/07	MEYERS ALLISON LLP	\$1,687.50	Investigative Svs. for HR
O	067121	12/17/07	MICRO CENTER	\$916.68	Computer Supplies
O	067122	12/17/07	MIDWEST LIBRARY SERVICE	\$3,012.97	Pay for books.
O	067123	12/17/07	MARCIA MILCHIKER	\$42.20	MILEAGE
O	067124	12/17/07	MUSIC THEATRE INTERNATIONAL	\$2,381.27	Theatre Royalties
O	067125	12/17/07	NASCO WEST	\$856.61	MODELS FOR NURSING
O	067126	12/17/07	NATIONAL ASSOCIATION OF LATINO	\$315.00	Library DVD per Ana Maria Cobos request
O	067127	12/17/07	NCS PEARSON, INC.	\$975.50	Assessment Testing Materials
O	067128	12/17/07	NEW REMOTES, INC.	\$60.90	SUPPLIES
O	067129	12/17/07	NEWT TOUCH GRAPHICS LLC	\$104.51	ATHLETIC SCHEDUL CARD PRINTING
O	067130	12/17/07	HALEY NGUYEN	\$160.61	Student Supplies
O	067131	12/17/07	MARGARET NIELSEN	\$79.97	MILEAGE
O	067132	12/17/07	NORTH STATE ENVIRONMENTAL	\$78.34	BID.....5YR CONTRACT
O	067133	12/17/07	OBJET GEOMETRIES INC.	\$5,925.23	DMP Equipment for ATEP
O	067134	12/17/07	ORANGE CO. AUDITOR-CONTROLLER	\$1,155.00	Annual Maintenance Agreement
O	067135	12/17/07	ORANGE CO. AUDITOR-CONTROLLER	\$3,510.00	SURCHARGE ON CITATIONS
O	067136	12/17/07	OCE-IMAGISTICS	\$211.20	RENTAL AGREEMENT
O	067137	12/17/07	ORIENTAL TRADING COMPANY, INC.	\$24.75	SUPPLIES FOR SSG EVENTS
O	067138	12/17/07	ORKIN EXTERMINATING, INC.	\$2,224.00	PEST CONTROL

## WARRANT REGISTER LISTING

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	067139	12/17/07	NANCY PADBERG	\$139.68	MILEAGE
O	067140	12/17/07	MARIA PANIAGUA	\$52.55	MILEAGE
O	067141	12/17/07	LORI PARRA	\$143.04	MILEAGE
O	067142	12/17/07	DIANE PESTOLESI	\$32.98	MILEAGE
O	067143	12/17/07	MATTHEW REYNARD	\$59.17	MILEAGE
O	067144	12/17/07	JOHN WILLIAMS	\$14.55	MILEAGE
O	067145	12/17/07	ORKIN EXTERMINATING, INC.	\$90.00	Annual Maintenance Agreement
O	067146	12/17/07	MPC-G, LLC	\$2,053.10	COMPUTER FOR OFFICE OF THE CHANCELLOR
O	067147	12/19/07	LAGUNA BALLEET, INC.	\$12,012.00	The Nutcracker
O	067148	12/19/07	AT&T/MCI	\$1,059.52	Annual P.O. for telephone service
O	067149	12/19/07	AT&T/MCI	\$238.12	Annual P.O. for telephone service
O	067150	12/19/07	AT&T/MCI	\$336.39	Annual P.O. for telephone service
O	067151	12/19/07	AT&T/MCI	\$341.46	Annual P.O. for telephone service
O	067152	12/19/07	AT&T/MCI	\$628.41	Annual P.O. for telephone service
O	067153	12/19/07	AT&T	\$4,485.64	Annual P.O. for telephone service
O	067154	12/19/07	ANDREA GALLAGHER	\$27.20	MILEAGE
O	067155	12/19/07	CHRISTINA GOROSPE	\$427.62	STUDENT SUCCESS EVENT
O	067156	12/19/07	SANDRA MALAGON	\$19.20	staff development function reimbursement
O	067157	12/19/07	PAUL MC LEOD	\$50.00	Fees for American Scholastic Press Assoc.Contest.
O	067158	12/19/07	MARCIA MILCHIKER	\$41.95	MMILCHIKER INTERNET 07/08
O	067159	12/19/07	DONALD MINEO	\$184.80	staff development reimbursement
O	067160	12/19/07	DORIS MUCHIRAHONDO	\$126.79	staff development activity reimbursement
O	067161	12/19/07	BETH MUELLER	\$62.97	MILEAGE
O	067162	12/19/07	MARIA PANIAGUA	\$33.78	MILEAGE
O	067163	12/19/07	LORI PARRA	\$25.03	MILEAGE
O	067164	12/19/07	JOHN ROBINSON	\$56.26	MILEAGE
O	067165	12/19/07	OFFICEMAX CONTRACT INC.	\$4,151.59	Office Max Supply Orders 2007/2008
O	067166	12/19/07	SALEM PRESS, INC.	\$221.97	Library books per Tom Weisrock request
O	067167	12/19/07	SOUTHERN CALIFORNIA EDISON CO.	\$1,438.58	Annual Electric Service
O	067168	12/19/07	SO. CAL. GAS CO.	\$665.43	Annual Gas Service
O	067169	12/19/07	SO. CAL. GAS CO.	\$13,723.69	Annual Gas Service
O	067170	12/19/07	SO. CAL. GAS CO.	\$66.81	Annual Gas Service
O	067171	12/19/07	RPM CONSULTANT GROUP	\$83.22	GASB 43 & 45 Compliance
O	067172	12/20/07	AT&T/MCI	\$2,374.72	Annual P.O. for telephone service
O	067173	12/20/07	AT&T/MCI	\$526.72	Annual P.O. for telephone service
O	067174	12/20/07	AT&T/MCI	\$353.64	Annual P.O. for telephone service
O	067175	12/20/07	ALLDATA LLC	\$1,050.56	ALLDATA SUBSCRIPTION RENEWAL
O	067176	12/20/07	AMERICAN GEOTECHNICAL	\$875.00	GEOTECHNICAL SERVICES SC LIBRARY RENOVATION
O	067177	12/20/07	APPLE COMPUTER INC.	\$30,998.37	APPLE LAPTOP COMPUTERS
O	067178	12/20/07	COUTS HEATING & COOLING, INC.	\$367,740.00	BID 279, PKG. T,HVAC, BUS & TECH INNOV CTR.
O	067179	12/20/07	FIRST ENTERPRISE BANK	\$16,775.50	BID 279, PKG. L,PLASTER,BUS & TECH.INNOV.CTR.
O	067180	12/20/07	GILBERT & STEARNS, INC.	\$206,910.00	PKG. U,ELECTRICAL,BID.279 BUS.& TECHN.INNOV.CTR.
O	067181	12/20/07	gkkworks	\$38,669.84	BGS CONSTR. MGMT.
O	067182	12/20/07	HALL & FOREMAN, INC.	\$1,355.42	CLOSE OUT, PUNCH LIST AND SURVEY FOR ATEP
O	067183	12/20/07	HPL MECHANICAL CONTRACTOR,	\$7,950.00	INSTALL INTERIOR GAS LINE FOR DRYER AT COSTUME SHO
O	067184	12/20/07	LPA, INC.	\$25,165.31	ARCHITECTURAL SERVICES
O	067185	12/20/07	MARK IV COMMUNICATIONS, INC.	\$2,522.76	PROVIDE AND INSTALL ADDITIONAL DATA AT POLICE/WARE
O	067186	12/20/07	MOONLIGHT GLASS CO., INC.	\$305,422.43	BID 279, PKG. K,ALUMINUM CURTAIN WALL BUS & TECH.
O	067187	12/20/07	NEUDESIC, LLC	\$188,969.00	Student Information System, Contracted Services
O	067188	12/20/07	PB AMERICAS, INC.	\$3,387.00	HIRE L.C. CONSULTANT, BUS & TECH INNOV.CTR.
O	067189	12/20/07	PROAIR CONSTRUCTION SVCS. INC.	\$2,200.00	REMOVE AND REINSTALL TWO CONDENSING UNITS AT BGS



## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #066119 and 067196

S	Check #	Check Dt	Company Name	Check Amount	Description
O	067190	12/20/07	PUBLIC ECONOMICS, INC.	\$22,401.19	CONSULTING SERVICES-REDEVELOPMENT
O	067191	12/20/07	SEHI PROCOMP COMPUTER	\$5,253.90	Color Printer and Scanner for "support" lab
O	067192	12/20/07	TROXELL COMMUNICATIONS, INC.	\$250.14	PROJECTOR AND SCREEN FOR CONFERENCE ROOM
O	067193	12/20/07	UCMI, INC.	\$574.00	INSPECTION SERVICES
O	067194	12/20/07	UNION BANK OF CALIFORNIA	\$40,860.00	BID 279, PKG. T, HVAC, BUS & TECH INNOV CTR.
O	067195	12/20/07	USS CAL BUILDERS, INC.	\$150,979.50	BID 279, PKG. L, PLASTER, BUS & TECH. INNOV. CTR.
O	067196	12/20/07	ZIMKOR INDUSTRIES, INC	\$36,140.93	BID 279, PKG. F, BUS & TECH CTR.
				<u>\$7,323,177.13</u>	

FUND SUMMARY
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Description	Amount
01 - General Fund	\$3,546,920.38
12 - Child Development Fund	\$7,005.89
40 - Capital Outlay Fund	\$3,547,498.96
68 - Self-Insurance Fund	\$11,425.88
71 - Retiree Benefit Fund	\$210,326.02
	<u>\$7,323,177.13</u>



## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (SC-CMED) - Saddleback Community Ed

Sort: Sorted by Warrant #

Selection: Between #009101 and 009126

S	Check #	Check Dt	Company Name	Check Amount	Description
O	009101	11/30/07	HOORI SAKHAI	\$80.00	SADDLEBACK COMMUNITY EDUCATION REFUND
O	009102	11/30/07	BING LENG	\$49.00	SADDLEBACK COMMUNITY EDUCATION REFUND
O	009103	11/30/07	ASW EXPRESS	\$789.73	Art Supplies
O	009104	11/30/07	FARLA BINDER	\$464.40	Com. Ed. Presenter
O	009105	11/30/07	COMPUTRAX, INC.	\$797.50	Com. Ed. Presenter
O	009106	11/30/07	LORETTA DU BOIS TOURS	\$24,060.00	Com. Ed. Presenter
O	009107	11/30/07	KAYLAA FOX	\$2,002.50	Com. Ed. Presenter
O	009108	11/30/07	RANDELEIGH HARRIS	\$170.84	Com. Ed. Presenter
O	009109	11/30/07	INSIGHT SYSTEMS GROUP, INC.	\$427.50	Com. Ed. Presenter
O	009110	11/30/07	ALAN LUGENA	\$6.47	Instructional supplies for Art Classes
O	009111	11/30/07	OFFICEMAX CONTRACT INC.	\$294.78	Office Max Supply Orders 2007/2008
O	009112	11/30/07	SADDLEBACK COLLEGE	\$500.00	Add'l summer parking passes
O	009113	12/07/07	CA SCHOOL OF NOTARY PUBLIC, INC	\$105.00	Com. Ed. Presenter - Online
O	009114	12/07/07	EDUCATION TO GO	\$2,044.75	Com. Ed. Presenter - Online Classes
O	009115	12/07/07	ALAN LUGENA	\$19.00	Instructional supplies for Art Classes
O	009116	12/07/07	NEW SCHOOL OF AMERICAN MUSIC	\$1,040.00	Com. Ed. Presenter
O	009117	12/07/07	OFFICEMAX CONTRACT INC.	\$66.72	Office Max Supply Orders 2007/2008
O	009118	12/07/07	MARSHALL REDDICK SEMINARS	\$70.00	Com. Ed. Presenter
O	009119	12/07/07	REGINA ROCHA TOURS	\$2,925.00	Com. Ed. Tour Guide
O	009120	12/12/07	COMPUTRAX, INC.	\$1,567.50	Com. Ed. Presenter
O	009121	12/12/07	JAMES COSPER	\$1,140.00	Com. Ed. Presenter
O	009122	12/12/07	TERRY ROWEN, INC.	\$3,196.25	Comm. Ed. Presenter
O	009123	12/12/07	POSTMASTER	\$23,003.60	Postage for Com. Ed. Spring 08 Catalog
O	009124	12/20/07	KAREN LINDSAY	\$49.00	SADDLEBACK COMMUNITY EDUCATION REFUND
O	009125	12/20/07	SHAWN MISKINIS	\$49.00	SADDLEBACK COMMUNITY EDUCATION REFUND
O	009126	12/20/07	PITNEY-BOWES SUPPLY	\$62.24	MAILING SUPPLIES
				<u>\$64,980.78</u>	

FUND SUMMARY
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Description	Amount
09 - SC Community Education Fu	\$64,980.78
	<u>\$64,980.78</u>



## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (IVC-CMED) - IVC Community Ed

Sort: Sorted by Warrant #

Selection: Between #008377 and 008396

S	Check #	Check Dt	Company Name	Check Amount	Description
O	008377	11/30/07	FONGLONG CHANG	\$40.00	IVC COMMUNITY EDUCATION REFUND
O	008378	11/30/07	SANDRA SANDOVAL	\$69.00	IVC COMMUNITY EDUCATION REFUND
O	008379	11/30/07	A.G. WEALTH MANAGEMENT	\$754.00	Contract Instructor Payment for Comm. Ed 2006-07
O	008380	11/30/07	EDUCATION TO GO	\$1,456.00	CONTRACT INSTRUCTOR PAYMENT FOR COMMUNITY ED.
O	008381	11/30/07	GATLIN EDUCATION SERVICES	\$1,295.00	ONLINE INSTRUCTIONAL SERVICES - COMMUNITY EDUCATIO
O	008382	11/30/07	IRVINE VALLEY COLLEGE	\$70.60	Community Ed. Duplicating Charges
O	008383	11/30/07	IRVINE VALLEY COLLEGE BOOKSTOR	\$330.68	BOOKS FOR CONTRACT EDUCATION PROGRAM
O	008384	11/30/07	SUE MC CULLOUGH	\$35.40	IVC Comm. Ed. Contract Instructor
O	008385	11/30/07	NOTARY ACADEMY OF AMERICA	\$223.20	Contract instructor Payment for IVC Comm. Ed.
O	008386	11/30/07	WORKPLACE LEARNING RES.CENTER	\$150.00	VESL POST-PROGRAM ASSESSMENT
O	008387	12/07/07	KAYLAA FOX	\$450.00	Independent Contractor for IVC Comm. Ed. Classes
O	008388	12/07/07	HYATT REGENCY SUITES PALM	\$473.65	CONFERENCE FOR DAVID ANDERSON - ACCE CONFERENCE HY
O	008389	12/07/07	SAN DIEGO COMM. COLLEGE DIST.	\$290.00	CONFERENCE FOR DAVID ANDERSON - ACCE CONFERENCE HY
O	008390	12/07/07	SOUTH ORANGE COUNTY COMMUNITY	\$3,000.00	SALARIES & BENEFITS FOR OCTOBER - DECEMBER 2005
O	008391	12/12/07	EDUCATION TO GO	\$832.00	CONTRACT INSTRUCTOR PAYMENT FOR COMMUNITY ED.
O	008392	12/12/07	OFFICEMAX CONTRACT INC.	\$153.05	Office Max Supply Orders 2007/2008
O	008393	12/12/07	TEACH ME HELP ME EDUCATIONAL	\$412.50	Contract instructor payment for IVC Comm. Ed
O	008394	12/17/07	POSTMASTER	\$11,034.77	Postage for Comm. Ed brochure Spring 2008
O	008395	12/20/07	GATLIN EDUCATION SERVICES	\$4,785.00	ONLINE INSTRUCTIONAL SERVICES - COMMUNITY EDUCATIO
O	008396	12/20/07	KAMPS ASSET MANAGEMENT	\$720.00	Contract Instructor Comm. Ed. Fall '06 and Spr. '07

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\$26,574.85

FUND SUMMARY
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Description	Amount
07 - IVC Community Education F	\$26,574.85
	<u>\$26,574.85</u>



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT****ITEM: 5.19**  
**DATE: 01/22/08**

**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: Budget Amendment: Adopt Resolution No. 07-42 to Amend 2007-08 Restricted General and Capital Outlay Funds

**ACTION:** Approval

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**BACKGROUND**

Title 5 of the California Code of Regulations, Section 58199.5 provides that the Board of Trustees by resolution may amend the District budget to provide for the expenditure of funds, the amount of which was unknown at the time of the adoption of the final budget.

**STATUS**

In order to properly account for the revenues and expenditures of these funds, it is necessary to amend the 2007/2008 Adopted Budget.

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

BFAP - SFAA Grant for Saddleback College	\$2,456
BFAP - SFAA Grant for Irvine Valley College	\$8,264
EOPS Grant for Saddleback College	\$8,343
EOPS Grant for Irvine College	\$8,343
DSP&S Grant for Saddleback College	\$244,478
DSP&S Grant for Irvine Valley College	(\$14,658)
CalWORKs Allocation for Irvine Valley College	\$20,447
Matriculation - Credit Program at Saddleback College	\$45
Matriculation - NonCredit Program at Irvine Valley College	\$6,803
Enrollment Growth for Associate Degree Nursing (RN) at Saddleback	\$132,211
Basic Skills - 07/08 Alloc(Spend by 6/2010) for Saddleback College	\$29
Total Increase to the General Fund	<u>\$416,761</u>
 Library Remodel at Saddleback College	 <u>\$626,000</u>
Total Increase to the Capital Outlay	<u>\$626,000</u>

Total Budget Amendment \$1,042,761

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 07-42 to amend the 2007/2008 Adopted Budget as indicated in Exhibits A & B.

Item Submitted By: *Gary L. Poertner, Deputy Chancellor*

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL AND CAPITAL OUTLAY FUNDS

**RESOLUTION 08-01**

January 22, 2008

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$1,042,761.00 is assured to said District in excess of the amounts required to finance the total proposed budget expenditures and transfers for the current fiscal year from sources listed in Title 5 of the California Code of Regulations, Section 58199.5 as follows:

<u>Fund</u>	<u>Account</u>	<u>Income Source</u>	<u>Amount</u>
01	8619	State Revenue	\$10,720
01	8622	State Revenue	\$16,686
01	8623	State Revenue	\$229,820
01	8629	State Revenue	\$159,535
40	8651	State Revenue	\$626,000
			<hr/>
			\$1,042,761

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

<u>Fund</u>	<u>Account</u>	<u>Expenditure Description</u>	<u>Amount</u>
01	1000	Academic Salaries	\$70,171
01	2000	Classified Salaries	\$172,219
01	3000	Fringe Benefits	\$30,191
01	4000	Books and Supplies	\$9,510
01	5000	Other Operating Expenses & Services	\$93,058
01	6000	Capital Outlay	\$12,226
01	7000	Other Outgo	\$29,386
40	6000	Capital Outlay	\$626,000
			<hr/>
			\$1,042,761

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



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

GENERAL AND CAPITAL OUTLAY FUNDS

**RESOLUTION 08-01**

January 22, 2008

BUDGET AMENDMENT EXPENDITURE DETAIL

**BFAP-SFAA Grant for Saddleback College**

INCOME

01- 8619- 1-021-1-026-000-6460	BFAP-SFAA Grant for Saddleback	<u>2,456</u>
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EXPENDITURE

01- 2346- 1-021-1-026-000-6460	NON-INSTR CL SUB: Student Fin	<u>2,456</u>
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**BFAP-SFAA Grant for Irvine Valley College**

INCOME

01- 8619- 1-021-4-026-083-6460	BFAP-SFAA Grant for Saddleback	<u>8,264</u>
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EXPENDITURE

01- 5999- 1-021-4-026-083-6460	ALLOCATED BUT NOT DISTRIBUTED	<u>8,264</u>
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**EOPS Grant for Saddleback College**

INCOME

01- 8622- 1-023-1-000-000-0000	EOPS Grant for Saddleback	<u>8,343</u>
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EXPENDITURE

01- 7600- 1-023-1-051-077-6430	OTHER PAYM'TS TO STUDENTS- EOPS	<u>8,343</u>
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**EOPS Grant for Irvine Valley College**

INCOME

01- 8622- 1-023-4-035-077-6430	EOPS Grant for Irvine Valley	<u>8,343</u>
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EXPENDITURE

01- 7600- 1-023-4-035-077-6430	OTHER PAYM'TS TO STUDENTS- EOPS	<u>8,343</u>
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**DSP&S Grant for Saddleback College**

INCOME

01- 8623- 1-024-1-000-000-0000	DSP&S Grant for Saddleback	<u>244,478</u>
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EXPENDITURE

01- 1412- 1-024-1-051-075-6420	HR NCLSRM FAC OL: DSP&S	5,000
01- 1413- 1-024-1-051-075-6420	HR NCLSRM FAC PT: DSP&S	14,222
01- 1414- 1-024-1-051-075-6420	HR NCLSRM FAC SUM: DSP&S	30,000
01- 2342- 1-024-1-051-075-6420	NON-INSTR CLASS OT: DSP&S	9,000
01- 2346- 1-024-1-051-075-6420	NON-INSTR CLASS SUB: DSP&S	20,000
01- 2383- 1-024-1-051-000-6420	HR SHORTTERM SAL: DSP&S	22,489
01- 2383- 1-024-1-051-075-6420	HR SHORTTERM SAL: DSP&S	26,759
01- 2453- 1-024-1-051-075-4930	INSTR CL HOURLY: GEN STUD	38,500
01- 3610- 1-024-1-051-075-4930	WCOMP CERT STAFF: GEN FUND	2,446
01- 3620- 1-024-1-051-075-6420	WCOMP CLSSF STAFF: DSP&S	2,561
01- 5811- 1-024-1-051-075-6420	CONTRACT SERVICES: DSP&S	11,617
01- 5811- 1-024-1-051-075-4930	CONTRACT SERVICES: GEN STUD	16,000
01- 5999- 1-024-1-051-075-6420	ALLOCATED BUT NOT DISTRIBUTED	40,000
01- 6410- 1-024-1-051-000-6420	NEW EQUIPMENT: DSP&S	1,884
01- 6410- 1-024-1-051-075-6420	NEW EQUIPMENT: DSP&S	2,000
01- 6411- 1-024-1-051-075-6420	NEW EQUIPMENT TECH: DSP&S	2,000
		<u>244,478</u>

**DSP&S Grant for Irvine Valley College**

INCOME

01- 8623- 1-024-4-035-075-6420	DSP&S Grant for Irvine Valley	<u>(14,658)</u>
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EXPENDITURE

01- 6410- 1-024-4-035-075-6420	NEW EQUIP: DSP&S	<u>(14,658)</u>
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**CalWORKs Allocation for Irvine Valley College**

INCOME

01- 8629- 1-026-4-035-000-6310	CalWORKs Allocation for Saddleback	<u>20,447</u>
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EXPENDITURE

01- 2383- 1-026-4-035-000-6460	OTHER PYMNT TO STUDENTS: EOPS	<u>20,447</u>
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**Matriculation - Credit Program at Saddleback College**

INCOME

01- 8629- 1-030-1-051-096-6320	Matriculation - Credit at Saddleback	<u>45</u>
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EXPENDITURE

01- 2342- 1-030-1-051-096-6320	NON- INSTR CLASS OT: Matric	<u>45</u>
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**Matriculation - NonCredit Program at Irvine Valley College**

INCOME

01- 8629- 1-031-4-024-000-6320	Matriculation - Credit at Irvine Valley	6,803
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EXPENDITURE

01- 1413- 1-031-4-073-074-6320	HR NC FPT: Matriculation	6,077
01- 3120- 1-031-4-073-074-6320	STRS NINST: Matriculation	501
01- 3360- 1-031-4-073-074-6320	MED NI EMP: Matriculation	89
01- 3520- 1-031-4-073-074-6320	UNE NI STA: Matriculation	3
01- 3620- 1-031-4-073-074-6320	WCO NINSTR: Matriculation	133
		<u>6,803</u>

**Enrollment Growth for Associate Degree Nursing (RN) at Saddleback College**

INCOME

01- 8629- 1-089-1-054-033-1230	Enrollment Growth for Associate Degree Nursing (RN) at Saddleback	132,211
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EXPENDITURE

01- 1311- 1-089-1-054-033-1230	HR CLS FPT: Nursing	(1,459)
01- 1415- 1-089-1-054-033-1230	HR NC FSTI: Nursing	16,331
01- 2141- 1-089-1-054-033-1230	RG CLERIC SAL: Nursing	10,373
01- 2383- 1-089-1-054-033-1230	HR STAFF SAL: Nursing	13,221
01- 2453- 1-089-1-054-033-1230	INSTR HRLY: Nursing	9,040
01- 2483- 1-089-1-054-033-1230	HR IN SSAL: Nursing	(140)
01- 3110- 1-089-1-054-033-1230	STRS INSTR: Nursing	(95)
01- 3120- 1-089-1-054-033-1230	STRS NON-INSTR STAFF: Nursing	1,000
01- 3220- 1-089-1-054-033-1230	PERS NINST: Nursing	3,329
01- 3310- 1-089-1-054-033-1230	OASDI INST CLASSF: Nursing	2,028
01- 3320- 1-089-1-054-033-1230	OASDI NINST CLASSF: Nursing	2,170
01- 3350- 1-089-1-054-033-1230	MEDIC INST EMPLY: Nursing	268
01- 3360- 1-089-1-054-033-1230	MEDIC NINST EMPLY: Nursing	173
01- 3410- 1-089-1-054-033-1230	BEN CLASS FAC: Nursing	5,132
01- 3420- 1-089-1-054-033-1230	BEN NCLSRM CERT: Nursing	10,000
01- 3510- 1-089-1-054-033-1230	UNEMP INST STAFF: Nursing	12
01- 3520- 1-089-1-054-033-1230	UNEMP NINST STAFF: Nursing	9
01- 3610- 1-089-1-054-033-1230	WCOMP INST STAFF: Nursing	261
01- 3620- 1-089-1-054-033-1230	WCOMP NINST STAFF: Nursing	171
01- 4212- 1-089-1-054-033-1230	SOFTWARE: Nursing	5,000
01- 4300- 1-089-1-054-033-1230	INSTR SUPP: Nursing	4,510
01- 5270- 1-089-1-054-033-1230	CONFERENCE: Nursing	12,092
01- 5891- 1-089-1-054-033-1230	INDIR CHG: Nursing	5,085
01- 6410- 1-089-1-054-033-1230	NEW EQUIP: Nursing	21,000
01- 7600- 1-089-1-054-033-1230	OTHER PAYM TO STUDENTS: Nursing	12,700
		<u>132,211</u>

**Basic Skills - 07/08 Allocation (Spend by 6/2010) for Saddleback College**

INCOME

01- 8629- 1-205-1-000-000-0000	Basic Skills- 07/08 Alloc for Saddleback	<u>29</u>
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EXPENDITURE

01- 2383- 1-205-1-022-095-6630	HR SHORTERM SAL: Research/Planning	<u>29</u>
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**Library Remodel at Saddleback College**

INCOME

40- 8651- 1-681-7-013-092-7100	Library Remodel at Saddleback	<u>626,000</u>
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EXPENDITURE

40- 6226- 1-681-7-013-092-7100	BLDG (Architecture)	<u>626,000</u>
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SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
GENERAL AND CAPITAL OUTLAY FUNDS

**RESOLUTION 08-01**

January 22, 2008

STATE OF CALIFORNIA   )  
                                      )  
COUNTY OF ORANGE    )

I, Dr. Raghu P. Mathur, Secretary to the Board of Trustees of South Orange County Community College District of Orange County, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by the said Board at a regular meeting thereof held on January 22, 2008.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 23rd day of January, 2008.

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Raghu P. Mathur, Ed.D.  
Secretary to the Board of Trustees

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Transfer of Budget Appropriations  
**ACTION:** Ratify

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**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

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



South Orange County Community College District  
Transfer of Budget Appropriations

Journal Number	Account	Description	From	To
BT08-00378	01-6412-0-000-1-026-083-6460	SOFTWARE: Student Financial Aid Admin	\$14,379.00	
	01-5812-0-000-1-026-083-6460	CONTRACT SVCS SOFTWARE LICENSING, MAINT: Student Financial A		\$14,379.00
	01-6412-1-040-1-026-083-6460	SOFTWARE: Student Financial Aid Admin	\$2,006.00	
	01-5812-1-040-1-026-083-6460	CONTRACT SVCS SOFTWARE LICENSING, MAINT: Student Financial A		\$2,006.00
			<u>\$16,385.00</u>	<u>\$16,385.00</u>
Journal Number	Account	Description	From	To
BT08-00382	01-4300-1-089-1-054-033-1230	INSTR SUPPLIES & MATERIALS: Nursing	\$25.00	
	01-4580-1-089-1-054-033-1230	DUPL CHBACKS: Nursing		\$25.00
	01-3510-1-089-1-054-033-1230	UNEMP INSTR STAFF: Nursing	\$2.00	
	01-3520-1-089-1-054-033-1230	UNEMP NINST STAFF: Nursing		\$2.00
	01-2483-1-089-1-054-033-1230	HR INSTR STRM SAL: Nursing	\$2,200.00	
	01-3120-1-089-1-054-033-1230	STRS NON-INSTR STAFF: Nursing		\$1,693.00
	01-2383-1-089-1-054-033-1230	HR SHORTERM SAL: Nursing	\$2,000.00	
	01-2453-1-089-1-054-033-1230	INSTR CL HOURLY: Nursing	\$2,500.00	
	01-2141-1-089-1-054-033-1230	RG CLERIC SAL: Nursing	\$2,000.00	
	01-1415-1-089-1-054-033-1230	HR NCLSRM FAC STI: Nursing		\$7,007.00
			<u>\$8,727.00</u>	<u>\$8,727.00</u>
Journal Number	Account	Description	From	To
BT08-00388	01-5999-2-050-1-034-089-6950	BALANCING ACCOUNT: Parking	\$10,000.00	
	01-6410-2-050-1-034-089-6950	NEW EQUIPMENT: Parking		\$10,000.00
			<u>\$10,000.00</u>	<u>\$10,000.00</u>
Journal Number	Account	Description	From	To
BT08-00403	71-7900-0-000-7-000-000-5900	Contingency: Instr-Staff Retirees Benefits & Incentiv	\$95,000.00	
	71-5811-0-000-9-000-000-6610	CONTRACT SERVICES: District Administration		\$95,000.00
			<u>\$95,000.00</u>	<u>\$95,000.00</u>
Journal Number	Account	Description	From	To
BT08-00407	01-4344-0-000-1-055-084-6892	FEE-BASED SUPPLIES: Guest Artist Series	\$6,250.00	
	01-5810-0-000-1-055-084-6892	CONTRACT PRINTING: Guest Artist Series		\$5,000.00
	01-5811-0-000-1-055-084-6892	CONTRACT SERVICES: Guest Artist Series		\$1,250.00
			<u>\$6,250.00</u>	<u>\$6,250.00</u>

Journal Number	BT08-00421	<b>Account</b>	<b>Description</b>	<b>From</b>	<b>To</b>
		01-6411-2-029-4-037-087-6120	NEW EQUIP TECHNOLOGY: Library Services	\$15,000.00	
		01-5812-2-029-4-037-087-6120	CONTRACT SVCS SOFTWARE LICENSING, MAINT: Library Services		\$15,000.00
				<u>\$15,000.00</u>	<u>\$15,000.00</u>
Journal Number	BT08-00437	<b>Account</b>	<b>Description</b>	<b>From</b>	<b>To</b>
		01-4212-1-607-1-040-061-0799	SOFTWARE (UNDER \$200): Other Computer and Information Scienc	\$10,000.00	
		01-5812-1-607-1-040-061-0799	CONTRACT SVCS SOFTWARE LICENSING, MAINT: Other Computer and		\$10,000.00
				<u>\$10,000.00</u>	<u>\$10,000.00</u>
Journal Number	BT08-00440	<b>Account</b>	<b>Description</b>	<b>From</b>	<b>To</b>
		01-5814-0-000-1-053-041-0602	CONTR SVCS(FEE): Journalism	\$7,750.00	
		01-4300-0-000-1-053-041-0602	INSTR SUPPLY: Journalism		\$500.00
		01-2383-0-000-1-053-041-0602	HR SHORTERM SAL: Journalism		\$7,200.00
		01-5821-0-000-1-053-041-0602	GEN FEE/ALLOWANCE: Journalism		\$50.00
				<u>\$7,750.00</u>	<u>\$7,750.00</u>
Journal Number	BT08-00452	<b>Account</b>	<b>Description</b>	<b>From</b>	<b>To</b>
		96-7900-D-M01-4-036-000-0000	CONTINGENC: ASG OFFICE	\$1,000.00	
		96-4600-D-M38-4-036-000-0000	NINSTR SUP: SPECIALTY TICKETS		\$1,000.00
				<u>\$1,000.00</u>	<u>\$1,000.00</u>
Journal Number	BT08-00466	<b>Account</b>	<b>Description</b>	<b>From</b>	<b>To</b>
		01-1415-2-089-1-054-033-1230	HR NCLSRM FAC STI: Nursing	\$4,900.00	
		01-2141-2-089-1-054-033-1230	RG CLERIC SAL: Nursing		\$3,000.00
		01-2342-2-089-1-054-033-1230	NON-INSTR CLASS, OT: Nursing		\$1,900.00
		01-3110-2-089-1-054-033-1230	STRS INSTR STAFF: Nursing	\$3,550.00	
		01-3210-2-089-1-054-033-1230	PERS INSTR STAFF: Nursing		\$90.00
		01-3220-2-089-1-054-033-1230	PERS NON-INSTR STAFF: Nursing		\$1,150.00
		01-3310-2-089-1-054-033-1230	OASDI INSTR CLSSF: Nursing		\$900.00
		01-3320-2-089-1-054-033-1230	OASDI NINST CLSSF: Nursing		\$840.00
		01-3350-2-089-1-054-033-1230	MEDIC INSTR EMPLOY: Nursing		\$220.00
		01-3420-2-089-1-054-033-1230	BENS NINST CLSSF: Nursing		\$350.00
				<u>\$8,450.00</u>	<u>\$8,450.00</u>
Journal Number	BT08-00467	<b>Account</b>	<b>Description</b>	<b>From</b>	<b>To</b>
		01-1413-2-237-1-051-065-6499	HR NCLSRM FAC PT: Other Student Services	\$6,000.00	
		01-2342-2-237-1-051-065-6499	NON-INSTR CLASS, OT: Other Student Services		\$6,000.00
				<u>\$6,000.00</u>	<u>\$6,000.00</u>
Journal Number	BT08-00470	<b>Account</b>	<b>Description</b>	<b>From</b>	<b>To</b>
		96-7900-D-M01-4-036-000-0000	CONTINGENC: ASG OFFICE	\$6,000.00	
		96-4710-D-M95-4-036-000-0000	FOOD SUPPLY: ASIVC EVENTS		\$6,000.00
				<u>\$6,000.00</u>	<u>\$6,000.00</u>



Journal Number	Account	Description	From	To
BT08-00478	01-6999-0-000-8-016-099-6625	: ATEP		\$517,075.00
	01-2342-0-000-8-016-000-6625	NON-INSTR CLASS, OT: ATEP	\$6,000.00	
	01-2383-0-000-8-016-000-6625	HR SHORTTERM SAL: ATEP	\$5,000.00	
	01-5153-0-000-8-016-000-6625	CONSULTANT: ATEP	\$51,000.00	
	01-5270-0-000-8-016-000-6625	CONFERENCE: ATEP	\$10,000.00	
	01-5271-0-000-8-016-000-6625	COMM RELATIONS: ATEP	\$5,000.00	
	01-5721-0-000-8-016-000-6625	LEGAL FEES: ATEP	\$250,000.00	
	01-5811-0-000-8-016-000-6625	CONTRACT SERVICES: ATEP	\$75,000.00	
	01-2151-0-000-8-016-061-0799	RG TECH SAL: Other Computer and Information Science	\$25,093.00	
	01-3420-0-000-8-016-061-0799	BENS NINST CLSSF: Other Computer and Information Science	\$10,181.00	
	01-2161-0-000-8-016-078-6530	RG SVMANT SAL: Physical Plant: Custodial Servies	\$17,407.00	
	01-3420-0-000-8-016-078-6530	BENS NINST CLSSF: Physical Plant: Custodial Servies	\$5,252.00	
	01-4300-0-000-8-022-000-4900	INSTR SUPPLIES & MATERIALS: Interdisciplinary Studies	\$15,000.00	
	01-2141-0-000-8-022-000-6011	RG CLERIC SAL: Instructional Dean	\$15,282.00	
	01-3420-0-000-8-022-000-6011	BENS NINST CLSSF: Instructional Dean	\$11,860.00	
	01-5812-0-000-8-022-000-6011	CONTRACT SVCS SOFTWARE LICENSING, MAINT: Instructional Dean	\$15,000.00	
			<u>\$517,075.00</u>	<u>\$517,075.00</u>

Journal Number	Account	Description	From	To
BT08-00484	01-4200-0-000-7-010-000-6610	BOOKS/MAGAZINE & PERIODICALS: District Adminstration	\$500.00	
	01-5269-0-000-7-010-000-6610	MILEAGE: District Adminstration (All)	\$750.00	
	01-5811-0-000-7-010-000-6610	CONTRACT SERVICES: District Adminstration (All)	\$2,000.00	
	01-1415-0-000-7-011-000-6610	HR NCLSRM FAC STI: District Adminstration	\$2,500.00	
	01-5270-0-000-7-011-000-6610	CONFERENCE: District Adminstration (All)	\$5,000.00	
	01-5271-0-000-7-011-000-6610	COMM RELATIONS: District Adminstration	\$2,000.00	
	01-5374-0-000-7-011-000-6610	MEMBERSHIPS: District Adminstration	\$1,000.00	
	01-5811-0-000-7-011-000-6610	CONTRACT SERVICES: District Adminstration (All)	\$2,500.00	
	01-5173-0-000-7-011-091-6710	LECTURER/GUEST SPEAKER: Public Rel/Fund Raising/Community Re	\$1,000.00	
	01-5830-0-000-7-011-091-6710	ADVERTISING: Public Relations/fund Raising	\$13,000.00	
	01-5840-0-000-7-011-091-6710	POSTAGE: Public Relations/fund Raising	\$1,000.00	
	01-6911-0-000-7-013-099-6610	: District Adminstration		\$31,250.00
			<u>\$31,250.00</u>	<u>\$31,250.00</u>

Journal Number	Account	Description	From	To
BT08-00488	01-5651-0-000-9-015-000-6785	MAINT AGREEMNT: MIS INSTITUTIONAL SUPPORT	\$10,000.00	
	01-5811-0-004-9-015-000-6780	CONTRACT SERVICES: Management Information Systems	\$190,000.00	
	01-6999-0-000-9-000-000-6780	: Management Information Systems		\$200,000.00
	01-2131-0-000-7-015-000-6780	RG MANAGER SAL: Information Systems & Services	\$33,704.00	
	01-3220-0-000-7-015-000-6780	PERS NON-INSTR STAFF: Management Information Systems	\$3,137.00	
	01-3320-0-000-7-015-000-6780	OASDI NINST CLSSF: Information Systems & Services	\$3,318.00	
	01-3360-0-000-7-015-000-6780	MEDIC NINST EMPLOY: Information Systems & Services	\$537.00	
	01-3420-0-000-7-015-000-6780	BENS NINST CLSSF: Information Systems & Services	\$2,091.00	
	01-3520-0-000-7-015-000-6780	UNEMP NINST STAFF: Information Systems & Services	\$18.00	
	01-3620-0-000-7-015-000-6780	WCOMP CLSSF STAFF: Management Information Systems	\$624.00	
	01-5590-0-000-7-015-000-6780	TELEPHONE: Management Information Systems	\$10,000.00	
	01-6915-0-000-7-013-099-6610	: District Administration		\$53,429.00
	01-1221-0-000-7-012-000-6610	RG ADMIN SAL: District Administration	\$9,100.00	
	01-3120-0-000-7-012-000-6610	STRS NON-INSTR STAFF: District Administration	\$3,017.00	
	01-3220-0-000-7-012-000-6610	PERS NON-INSTR STAFF: District Administration		\$2,556.00
	01-3320-0-000-7-012-000-6610	OASDI NINST CLSSF: District Administration (All)		\$1,703.00
	01-3360-0-000-7-012-000-6610	MEDIC NINST EMPLOY: District Administration (All)	\$122.00	
	01-3430-0-000-7-012-000-6610	BENS NCLSRM CERT: District Administration (All)	\$5,197.00	
	01-3520-0-000-7-012-000-6610	UNEMP NINST STAFF: District Administration (All)	\$5.00	
	01-3620-0-000-7-012-000-6610	WCOMP CLSSF STAFF: District Administration	\$168.00	
	01-5271-0-000-7-012-000-6610	COMM RELATIONS: District Administration	\$2,000.00	
	01-5811-0-000-7-012-000-6610	CONTRACT SERVICES: District Administration (All)	\$10,000.00	
	01-6912-0-000-7-013-099-6610	: District Administration		\$25,350.00
			<u>\$283,038.00</u>	<u>\$283,038.00</u>
BT08-00491	01-1313-2-089-1-054-033-1230	HR CLSSRM FAC PT: Nursing	\$10,415.00	
	01-2453-2-089-1-054-033-1230	INSTR CL HOURLY: Nursing		\$5,826.00
	01-3420-2-089-1-054-033-1230	BENS NINST CLSSF: Nursing		\$3,689.00
	01-3620-2-089-1-054-033-1230	WCOMP NON-INSTRUCTIONAL: Nursing		\$900.00
			<u>\$10,415.00</u>	<u>\$10,415.00</u>
TOTAL			\$1,032,340.00	\$1,032,340.00



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Recommended for Ratification

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

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**Saddleback College**

<b>Journal Number</b>	BT08-00377	BT08-00411	BT08-00451
	BT08-00385	BT08-00412	BT08-00458
	BT08-00386	BT08-00414	BT08-00464
	BT08-00387	BT08-00415	BT08-00465
	BT08-00389	BT08-00417	BT08-00468
	BT08-00390	BT08-00418	BT08-00471
	BT08-00392	BT08-00430	BT08-00474
	BT08-00397	BT08-00433	BT08-00490
	BT08-00398	BT08-00438	BT08-00495
	BT08-00399	BT08-00447	BT08-00496
	BT08-00400	BT08-00448	
	BT08-00410	BT08-00450	

**Irvine Valley College**

<b>Journal Number</b>	BT08-00404	BT08-00498
	BT08-00420	BT08-00500
	BT08-00426	BT08-00502
	BT08-00428	
	BT08-00429	
	BT08-00497	

**District Services**

<b>Journal Number</b>	BT08-00423
	BT08-00424
	BT08-00454

**A T E P**

<b>Journal Number</b>	BT08-00384
	BT08-00406
	BT08-00455

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**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Gifts to the District and Foundations  
**ACTION:** Approval

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**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 or office within the college receiving the donated item reviews all gifts. Additionally, the Chancellor's Cabinet reviews the utility and appropriateness of the donated gift as to possible personnel or related cost factors.

**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 the Foundations listed on EXHIBIT A and further direct that its appreciation be appropriately conveyed to the donor(s).



**DONATIONS**  
**January 22, 2008**

**IRVINE VALLEY COLLEGE**

<b>Gift</b>	<b>Donated By:</b>
89 Copies of OperaNews	Dr. Martin S. Rochford 805 Kuenzli Street #330 Reno Nevada 89502-1154
1 Golf Cart	Dr. Richard Ellison 7 Via Terra Coleta Coto De Caza, California 92679

**SADDLEBACK COLLEGE**

<b>Gift</b>	<b>Donated By:</b>
2007 Kia Sorento	Alan R. Davis 111 Peters Canyon Road Irvine, California 92606
Brother Digital Laser Copier/Printer/Scanner	Professional Association of Small Business Accountants 6405 Metcalf Avenue, Suite 5603 Shawnee Mission, Kansas 66202
5 Boxes of Sterile Pippettes	Nade Bidell 11 Via Anta Rancho Santa Margarita, California 92688
2-35 gallon Acrylic Sump Tanks	Aquasolver 2255 Sequest Trail Escondido, California 92029
6 Paperback Books	Rocky Cifone P.O. Box 3329 Mission Viejo, California 92690

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: December 2007/January 2008 Contracts  
**ACTION:** Ratification

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**BACKGROUND**

On January 16, 2007, the board authorized the Chancellor/designee to approve individual business contracts up to a maximum limit of \$100,000, with the following exceptions: for contracts involving bid limits the Chancellor/designee shall be limited to less than \$15,000 for public works projects and \$65,000 for equipment, supplies and maintenance projects. During December 2007/January 2008, the following contracts were reviewed and approved by the Deputy Chancellor, in consultation with the Chancellor, following review by legal counsel, when appropriate.

**CONTRACTOR NAME****CONTRACT AMOUNT**

Public Economics, Inc. Amendment 1 to agreement to augment the budget for the continuation of consulting services on ATEP negotiations.	\$ 50,000.00
Windwood Theatricals Performance agreement for production at McKinney Theatre.	\$ 12,500.00
M.P.I. Artist Engagement agreement for production at McKinney Theatre.	\$ 12,500.00
The Billys Performance agreement for production at McKinney Theatre.	\$ 8,000.00
Baylin Artists Management, Inc. Performance agreement for production at McKinney Theatre.	\$ 7,500.00
St. Jude Medical Center Affiliation agreement to provide clinical training for students.	\$ 0.00
Coastal Mountain Youth Academy Affiliation agreement to provide clinical training for students.	\$ 0.00

**RECOMMENDATION**

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

Item Submitted By: *Gary L. Poertner, Deputy Chancellor*



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: Planning Services for the 2008 State Chancellor's Office Submittals

**ACTION:** Approval

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### **BACKGROUND**

Each year in June, SOCCCD submits a series of three documents that lead to the State Chancellor for consideration of funding capital improvement projects. They include the Initial Project Proposal (IPP), the Final Project Proposal (FPP), and the Five Year Construction Plan. When a District does not have a bond they become more dependent on State Funding.

The IPP is a straight forward single page submittal that provides an overview of the project description and type for funding qualification considerations.

The FPP is the most complicated of the three and requires architectural assistance for document preparation. (See attachment A from attached contract for FPP Checklist). In October 2007, the State Chancellor's Office issued a bulletin that escalated the need for clearly defined and accurate project scope within the FPP documents. Deviations from the FPP scope during the design process could now result in significant project delay and jeopardize funding.

The State Chancellor's Office utilizes the Five Year Construction Plan to evaluate capacity load ratio which plays an important role in funding considerations. Using a specialty consultant during the application process aids in maximizing funding.

### **STATUS**

CCS Group, a gkkworks company, has submitted a proposal to provide services to develop this year's State submittals including:

▪ IPP	One each for SC and IVC, and based on the Master Plan	\$ 2,000.
▪ FPP	SC-Repair/Remove Math, Science & Engineering building	\$ 49,500.
▪ FPP	IVC – Fine Arts Building & Secondary Effects	\$ 49,500.
▪ 5 Yr. Plan	Evaluation of all existing information, identification of any "red Flags" for obtaining funding, and follow up with the State Chancellor's office	\$ 15,000.
	Reimbursable Fees	<u>\$ 11,600.</u>
	<b>TOTAL</b>	<b>\$127,600.</b>

Item Submitted By: *Gary L. Poertner, Deputy Chancellor*

Funds are available in the FPP project budgets for this planning work.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve an agreement with CCS Group to provide planning services in the amount of \$127,600 for the 2008 State Chancellor's submittals (EXHIBIT A).



## CONSULTANT SERVICES AGREEMENT

This AGREEMENT is made and entered into this 23rd day of January in the year 2008, between the **South Orange Counter Community College District**, 28000 Marguerite Parkway, Mission Viejo, California 92692, hereinafter referred to as "DISTRICT", and gkkworks/CCS Group, 1303 J Street, Suite 520, Sacramento, CA, 95814, hereinafter referred to as "CONSULTANT";

WHEREAS, DISTRICT desires to obtain CONSULTANT planning services for the 2008 State Chancellor's submittal, hereinafter referred to as "PROJECT"; and

WHEREAS, CONSULTANT is fully licensed to provide CONSULTANT services in conformity with the laws of the State of California;

NOW, THEREFORE, the parties hereto agree as follows:

### ARTICLE I - CONSULTANT'S SERVICES AND RESPONSIBILITIES

1. The CONSULTANT's services shall consist of those services performed by the CONSULTANT, CONSULTANT's employees and CONSULTANT's consultants as enumerated in Articles II and III of this AGREEMENT.

2. The CONSULTANT's services shall be performed in a manner which is consistent with professional skill and care and the orderly progress of the work. The CONSULTANT represents that he/she will follow the standards of his/her profession in performing all services under this AGREEMENT. Upon request of the DISTRICT, the CONSULTANT shall submit for the DISTRICT's approval a schedule for the performance of the CONSULTANT's services. The schedule may be adjusted as the PROJECT proceeds by mutual written agreement of the parties and shall include allowances for time required for the DISTRICT's review and for approval by authorities having jurisdiction over the PROJECT. The time limits established by this schedule shall not, except for reasonable cause, be exceeded by the CONSULTANT.

3. The services covered by this AGREEMENT shall be completed within six (6) months of the date of this AGREEMENT.

### ARTICLE II - SCOPE OF CONSULTANT'S SERVICES

#### General

The CONSULTANT's services consist of those described in paragraphs 2 through 27 of Article II, and include normal CONSULTANT planning services except those engineering services provided by the DISTRICT and necessary to produce a reasonably complete and accurate set of state submittal documents, all inclusive and as described in the following scope description.



## Scope Description

### **1. Final Project Proposal (FPP):**

- a. *Saddleback College – Repair & Remodel M/S/E Building:* The M/S/E building is the second oldest permanent structure at Saddleback College. The building does not meet the current academic needs of the departments which it serves, the HVAC systems are inadequate, and the electrical and fire suppression systems do not meet current code. In addition, the facility displays differential settlement problems that cause distress in the second floor slab on grade. This project proposes repair of the slab problems and renovation the facility to meet the educational needs of the College. This project will address 28,599 assignable square feet (ASF). The total reconstructed area as a result of this project is 51,000 ASF.
- b. *Irvine Valley College – Fine Arts Building & Secondary Effects:* The Fine Arts Building is designed to accommodate the visual arts, music, and dance and related programs. Since its inception, Irvine Valley College has offered these programs in multi-use, general education space as well as rented space located off-campus. This project will aim to construct a new facility that will provide the fine arts program with adequate and dedicated spaces on campus. As a secondary effect of this project, the modular building currently used for Music labs (2,028 ASF) will be removed.

The Final Project Proposal (FPP) is the final application to the State for project funding that identifies the project justification, final scope and estimated costs to the State. Each FPP includes 16 sections, each outlined in Exhibit C. An FPP may be submitted to the State only if the project was already approved as an Initial Project Proposal (IPP) for the appropriate fund year. FPP's are submitted on an annual basis by the State Chancellor's Office established deadline date that year.

As per State Chancellor's Office memorandum dated October 22, 2007, the State is reinitiating stringent guidelines regarding State funded capital outlay projects. As a response to concerns from the Joint Legislative Budget Committee and Department of Finance, the State Chancellor's Office is extremely sensitive to potential project scope changes. Once FPP scope is approved by the Board of Governor's and enacted into the State Budget, the FPP project scope, cost and schedule serves as a contract between the State and the college. Any change in scope including, reconfiguration of room space, reassignment of room functions, changes in program purposes, or changes in building design/location are considered scope changes that must be approved by the Department of Finance prior to work commencing on preliminary plans or working drawings.

The Department of Finance review of a scope change may result in significant project delay and jeopardize project funding altogether. Thus, in an effort of minimize potential scope change issues, planning must be executed in great detail and accuracy during FPP development. To complete the FPP process at the level of detail necessary to minimize potential for scope change in the future it is preferred that colleges complete a six month planning process during FPP development.



Working with faculty, staff and administration, CONSULTANT will assist South Orange CCD in preparing a Final Project Proposal at Irvine Valley College and Saddleback College. CONSULTANT will complete the work on each proposal with the assistance of architects. Any or all of the following may be completed in preparation of each FPP:

- A. Review the Initial Project Proposal (IPP) and Five Year Construction Plan (5YCP) prior to the initial kick-off meeting and outline any project parameters, constraints, potential challenges, etc. Analyze and report to district staff how this project proposal will affect the district/college on an overall capital outlay planning level.
- B. Work with the Architect and facility user group(s) to develop a building program (JCAF 31) that will ensure the proposed facility is State supportable and as competitive as possible for funding approval. This includes meeting with user group(s) and management of user expectation through communication of any state funding parameters.
- C. Work with cost estimators to estimate project cost (JCAF 32) based on building program and design. Estimator's fees are included in this proposal. CONSULTANT will analyze the potential to receive group II equipment funding from the State for each proposed project and provide an equipment cost estimate (JCAF 33), if applicable. If group II equipment funding is available for a project, CONSULTANT will work with user groups to develop a detailed equipment list to be submitted with the FPP. CONSULTANT will ensure that the College receives the maximum level of State funding supportable by State guidelines for construction and group II equipment.
- D. The State Administrative Manual (SAM) section of the FPP is critical for the justification of a project's need. CONSULTANT will prepare the SAM section with a clear understanding regarding the specific type of information that the State will be looking for when reviewing the FPP. CONSULTANT will provide understanding of the preparation process to district staff.
- E. Architectural services on the FPP will be provided by gkkworks. The Architect will provide site plans, building floor plans, exterior elevations, sections, and outline specifications for each project.
- F. Input FPP information into the State FUSION database. CONSULTANT will analyze and report on the FPP project information as it affects the Five Year Construction Plan to ensure that the proposed project scope is State supportable.
- G. Provide a draft document to the District/College for review. Any revisions will be made prior to final submittal to the State.
- H. Provide the College with two hard copies of the FPP document. Also, provide three hard-copies of the FPP document to be submitted to the State Chancellor's Office. If requested, CONSULTANT will hand deliver the FPP document to the District's State Chancellor's Office Facilities Planning Unit Specialist.

- I. After submittal of the FPP to the State, CONSULTANT will answer State Chancellor's Office questions and complete any document revisions requested by the FPU Specialist during proposal review. CONSULTANT will work with the College, District and Architect to ensure that proposal review is conducted in a timely and thorough fashion.

CONSULTANT will work with the District to coordinate efforts and provide input with preparation of Sections 1-16 of the FPP. The District shall provide CONSULTANT the following items to ensure compliance and completion of the FPP on time, within 2 weeks of notice to proceed:

1. Geotechnical report
2. Utility Plan of proposed site
3. ALTA Survey of existing site (in AutoCAD)
4. Floor plans of existing Building (in AutoCAD)
5. Copy of CEQA report and Clearinghouse number
- 6.

The District shall be responsible for providing the above information to CONSULTANT for:

1. Preparation of Section 7.1 (Responses to specific requirements of the State Administrative Manual).
2. Pertinent information to Sections 10.1 Federal Funds Detail and 11.1 Analysis of Future Costs.
3. Providing equipment/furniture requirements for each specific room.

Assumptions:

1. Users/Facilities representative will be available to CONSULTANT to meet with on a bi-weekly basis.

**2. Initial Project Proposal (IPP):**

The Initial Project Proposal (IPP) is the first proposal submitted to the State to propose State funding for a project. The purpose of the IPP is to introduce the project's concept, impacts on space, and estimated cost so the State may decide if a district should continue into more detailed planning. An IPP may be submitted to the State on an annual basis by the established deadline date that year.

CONSULTANT will assist the District by preparing an Initial Project Proposal (IPP) for Irvine Valley College and Saddleback College. Any or all of the following may be completed in preparation of each IPP:

- A. Work with user groups to define a project description and determine project scope.
- B. Prepare a project cost estimate (JCAF 32) based on project scope and State guidelines for construction cost allowance.



- C. Completed IPP's, will be sent to the District for review, approval and signature. Revisions to the documents as requested by the District will be made prior to approval and signature.
- D. Once approved, the information for each IPP will be input into FUSION.
- E. Provide the College with two hard copies of the IPP document. Also, provide three hard-copies of the IPP document to be submitted to the State Chancellor's Office. If requested, CONSULTANT will hand deliver the IPP document to the District's State Chancellor's Office Facilities Planning Unit Specialist.

**3. Five Year Construction Plan:**

The Five Year Construction Plan (5YCP) is an annual summary of current and proposed capital outlay projects. The Plan gives the State Chancellor's Office a complete picture of the capital improvement needs and projects at a college, enabling the State to make informed decisions regarding project priorities for State funding.

Each project within the 5YCP includes a description of scope, project cost estimate (JCAF 32), project space effects (JCAF 31), schedule for occupancy, and funding source. The 5YCP analyzes project data with capacity load ratio's over a seven year span. Capacity load ratio is a calculation of space capacity as related to the amount of weekly student contact hour (WSCH) load. Capacity load ratio is used to gauge the amount of space need or surplus for classroom, laboratory, office, library and audio/visual media type spaces. Projects where State funding is proposed the 5YCP is used to analyze State supportability of projects and funding priority points. Data within the Plan is revised annually within the State's FUSION database and must be submitted by the established deadline date.

Working within the California Community College Chancellor's Office FUSION system CONSULTANT will work with the district while completing the Five Year Construction Plan for the District implementing the following scope of work:

- A. Determine if the current priority list of projects and the associated budgets is in keeping with the Master Plan and final project and initial project proposals. CONSULTANT will take into account all primary and secondary effects of the projects and make certain they are accurate and reflected in the plan.
  - a. Advise college and district regarding projects that might gain funding through the State and options regarding the campus and any associated centers.
  - b. Work with the District to ensure accurate project priority list, project scope description, funding mechanism, project schedule, and budget are included within the Plan
- B. Analyze and revise campus WSCH distribution to accurately reflect data from the previous fall semester. Projections for WSCH distribution will be revised to reflect future needs. Analysis and revision of campus FTEF projections will also be completed to accurately reflect conditions on campus. Provide report on procedures, analysis and recommended revisions to district.



- C. Work in the FUSION system to revise data and complete a draft of the Five Year Construction Plan. Brief district on processes for entering data into FUSION if requested.
- D. Provide two copies of the Five Year Construction Plan administrative draft for District/College review and comment. Following District review, revisions will be made to the document as requested by the District.
- E. Attend one Board meeting for the consideration of this item.
- F. Provide the College with two hard copies of the executed Five Year Plan document. Also, provide three hard-copies of the executed document to be submitted to the State Chancellor's Office. If requested, CONSULTANT will hand deliver the Five Year Construction Plan to the District's State Chancellor's Office Facilities Planning Unit Specialist.

This proposal includes ten meetings regarding FPP's, IPP's, or 5YCP at the District or College with CONSULTANT. Any additional meetings will be an additional cost.

#### ARTICLE III -ADDITIONAL CONSULTANT'S SERVICES

- 1. The CONSULTANT shall be given additional compensation for the services described in Article III.
- 2. The CONSULTANT shall notify the DISTRICT in writing of the need for additional services required due to circumstances beyond the CONSULTANT's control. CONSULTANT shall obtain written authorization from the DISTRICT before rendering such services. Compensation for such services shall be compensated based on attached standard hourly rates. Such services shall include:
  - a. Making material revisions in drawings, specifications or other documents when such revisions are required by the enactment or revision of laws, rules or regulations subsequent to the preparation of such documents, unless same could have been reasonably known at the time of design.
  - b. Providing services required because of significant changes in the PROJECT including, but not limited to, size, quality, complexity, or the DISTRICT's schedule, except for services required under Article V, paragraph ten (10).
  - c. Providing services in connection with the work of consultants retained by the DISTRICT unless clearly specified as required for coordination efforts of the PROJECT.
  - k. Providing services of consultants for engineering required beyond the defined PROJECT scope or those specifically identified as excluded from this AGREEMENT.



1. Providing any other services not otherwise included in this AGREEMENT or not customarily furnished in accordance with generally accepted preparation and acceptance of State Chancellor IPP, FPP and Five Year Construction plan submittal.

#### ARTICLE IV - DISTRICT'S RESPONSIBILITIES

1. The DISTRICT shall provide to the CONSULTANT information identified in scope description for the PROJECT.
2. The DISTRICT shall appoint a representative authorized to act on the DISTRICT's behalf with respect to the PROJECT. The DISTRICT or its authorized representative shall render decisions in a timely manner pertaining to documents submitted by the CONSULTANT.
4. The DISTRICT shall give prompt written notice to the CONSULTANT if the DISTRICT becomes aware of any fault or defect in the PROJECT. However, the DISTRICT's failure or omission to do so shall not relieve the CONSULTANT of his/her responsibilities hereunder.

#### ARTICLE V – PROJECT ESTIMATES

1. The PROJECT estimates shall be the total estimated cost to the DISTRICT of all elements of the PROJECT designed or specified by the CONSULTANT.
6. The CONSULTANT's evaluations of the PROJECT estimate, represent the CONSULTANT's best judgment as a professional familiar with the construction industry. Estimates will be broken into no less the then the following categories:
  - a. Construction Cost-those costs anticipated from the contractor on bid day
  - b. Soft Cost-a combination of architectural, inspection, testing, and other necessary consultants fees
  - c. Equipment Cost-Cost anticipated for furniture, fixtures and equipment
  - d. Contingencies-allowance for design and construction project phases

#### ARTICLE VI - CONSULTANT'S DRAWINGS AND SPECIFICATIONS

The drawings, specifications and other documents prepared by the CONSULTANT for this PROJECT shall be and remain the property of the DISTRICT. Such drawings and specifications and other documents supplied as herein required shall be the property of the DISTRICT whether or not the work for which they were made is executed. The CONSULTANT grants to the DISTRICT the right to reuse all or part of the fore mentioned documents at its sole discretion for the construction of all or part of this or another PROJECT constructed for the DISTRICT. The DISTRICT is not bound by this AGREEMENT to employ the services of CONSULTANT in the event such documents are reused. CONSULTANT grants to the DISTRICT the right to copy, use, modify, and reuse any and all



copyrights and designs embodied in the plans, specifications and other documents prepared or caused to be prepared by the CONSULTANT pursuant to this AGREEMENT.

#### ARTICLE VII – TERMINATION

1. This AGREEMENT may be terminated without cause by the DISTRICT upon not less than seven (7) days written notice to the CONSULTANT. This AGREEMENT may be terminated by either party upon not less than seven (7) days written notice should the other party fail substantially to perform in accordance with the terms of this AGREEMENT through no fault of the party initiating the termination.

2. The DISTRICT's failure to make payments to the CONSULTANT in accordance with this AGREEMENT shall be considered substantial nonperformance and cause for termination by the CONSULTANT.

3. In the event the DISTRICT fails to make timely payment, the CONSULTANT may, upon seven (7) days written notice to the DISTRICT, suspend performance of services under this AGREEMENT. Unless payment in full is received by the CONSULTANT within thirty (30) days of the date of the notice, the suspension shall take effect without further notice. In the event of a suspension of services, the CONSULTANT shall have no liability to the DISTRICT for delay or damage caused the DISTRICT because of such suspension of services.

4. Upon termination, the District's total obligation to the CONSULTANT shall be limited to the payment for all services already provided by the CONSULTANT in accordance with this Agreement prior to the effective date of the termination, subject to the District's offset rights as provided in the event of CONSULTANT'S default.

5. In the event of termination due to the fault of CONSULTANT, CONSULTANT shall receive only compensation due for services rendered in accordance with this AGREEMENT prior to the date of termination. The CONSULTANT is liable for all damages losses, expenses and costs (including reasonable attorney fees and costs) suffered or incurred by the DISTRICT due to the CONSULTANT's failure to perform as provided in the AGREEMENT.

#### ARTICLE VIII - COMPENSATION TO THE CONSULTANT

The DISTRICT shall compensate the CONSULTANT as follows:

1. For CONSULTANT services, as described in Article II, compensation shall be One Hundred and Eighteen thousand and 00/100 dollars (\$118,000.00) with a reimbursable allowance of Nine thousand and six hundred and 00/100 (\$9,600.00) (See Exhibit B):

2. This compensation shall be compensation in full for all services performed by the CONSULTANT under the terms of this AGREEMENT, except where additional compensation is agreed upon between the CONSULTANT and DISTRICT in writing as provided for as additional services.



3. Payments for CONSULTANT services shall be made monthly and, where applicable, shall be in proportion to services performed.

4. Payments are due and payable upon receipt of the CONSULTANT's invoice. Amounts unpaid thirty (30) days after the invoice date shall bear interest at the legal rate prevailing at the time at the site of the PROJECT.

5. To the extent that the time initially established for the completion of CONSULTANT's services is exceeded or extended through no fault of the CONSULTANT, compensation for any services rendered during the additional period of time shall be computed at standard hourly rates per Exhibit A.

6. Reimbursable Expenses incurred beyond the amount identified in this AGREEMENT by the CONSULTANT and CONSULTANT's employees and consultants in the interest of the PROJECT shall have prior DISTRICT written approval before incurred and records of such expenses shall be provided to DISTRICT for the DISTRICT's review.

a. Reimbursable expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the CONSULTANT and CONSULTANT's employees and consultants in the interest of the Project.

b. Reimbursable expenses shall be expense of transportation in connection with the Project; expenses in connection with authorized out-of-town travel; long-distance communications; and fees paid for securing approval of authorities having jurisdiction over the Project. CONSULTANT's normal travel expense are excluded.

c. Expense of reproductions, except those needed for the use of the CONSULTANT and his or her consultants, postage and handling of Drawings, Specifications and other documents are reimbursable upon DISTRICT's prior written approval.

d. If authorized in advance in writing by the DISTRICT, expense of overtime work requiring higher than regular rates will be reimbursed.

e. For reimbursable expenses, compensation shall be computed at a multiple of one point one (1.1 %) times the expenses incurred by the CONSULTANT, the CONSULTANT's employees and consultants in the interest of the Project.

g. For additional services of consultants, compensation shall be computed at a multiple of one point one (1.1%) times the amounts billed to the CONSULTANT for such services.

#### ARTICLE IX - INDEMNIFICATION

1. To the fullest extent permitted by law, the CONSULTANT agrees to indemnify, defend and hold the DISTRICT entirely harmless from all liability arising out of:

a. any and all claims under workers' compensation acts and other employee benefit acts with respect to CONSULTANT's employees or his/her subcontractor's employees arising out of CONSULTANT's work under this AGREEMENT; and

b. any and all claims for damages because of personal injury or death or damages to property, or other costs and charges, directly or indirectly arising out of or attributable to, in whole or in part, to CONSULTANT's negligent acts, errors and/or omissions in the performance of his/her obligations as stated in this AGREEMENT, or the negligent acts, errors and/or omissions of CONSULTANT's consultants, employees or agents in the performance of their obligations as stated in this AGREEMENT. The coverages of such indemnification shall include, without limitation attorneys' fees and court costs incurred by DISTRICT with regard thereto. Said indemnity is intended to apply during the period of this AGREEMENT of CONSULTANT's performance and shall survive the expiration or termination of this AGREEMENT until such time as action against DISTRICT on account of any matter covered by such waiver or indemnity is barred by the applicable statute of limitations.

#### ARTICLE X - INSURANCE

1. The CONSULTANT shall purchase and maintain insurance with an insurer or insurers, qualified to do business in the State of California and acceptable to DISTRICT. These policies of insurance will protect the CONSULTANT and the DISTRICT from claims which may arise out of or result from the CONSULTANT's actions or inactions relating to the AGREEMENT, whether such actions or inactions be by themselves or by any subcontractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. The aforementioned insurance shall include coverage for:

a. Statutory workers' compensation and employers' liability

b. Comprehensive general and auto liability insurance with limits of not less than \$1,000,000 combined single limit, bodily injury and property damage liability per occurrence, including:

1. owned, non-owned and hired vehicles;
2. blanket contractual;
3. broad form property damage;
4. products/completed operations; and
5. personal injury.

c. Professional liability insurance, including contractual liability, with limits of \$1,000,000. Such insurance shall be maintained during the term of this AGREEMENT and renewed for a period of at least five (5) years thereafter if available to the professional and/or at rates consistent with the



time of execution of this AGREEMENT adjusted for inflation. In the event that CONSULTANT subcontracts or assigns any portion of his/her duties, he/she shall require any such subcontractor to purchase and maintain insurance coverage as provided in this subparagraph.

d. Each policy of insurance required in (a) and (b) above shall name the DISTRICT and its officers, agents and employees as additional insureds; shall state that, with respect to the operations of the CONSULTANT hereunder, such policy is primary and any insurance carried by the DISTRICT is excess and non-contributory with such primary insurance; a separately written and signed endorsement shall state that not less than thirty (30) days' written notice shall be given to DISTRICT prior to cancellation; and, shall waive all rights of subrogation. The CONSULTANT shall notify the DISTRICT in the event of material change in, or failure to renew, each policy.

e. Prior to commencing work, the CONSULTANT shall deliver to the DISTRICT certificates of insurance as evidence of compliance with the requirements herein. In the event the CONSULTANT fails to secure or maintain any policy of insurance required hereby excepting professional liability, DISTRICT may, at its sole discretion, secure such policy of insurance in the name of and for the account of the CONSULTANT, and in such event the CONSULTANT shall reimburse the DISTRICT upon demand for the cost thereof.

#### ARTICLE XI - MISCELLANEOUS

1. The CONSULTANT shall make a written record of all meetings, conferences, discussions and decisions made between or among the DISTRICT, CONSULTANT and college during the PROJECT and concerning any material condition in the requirements, scope, performance and/or sequence of the work. The CONSULTANT shall provide a copy of such record to the DISTRICT.

2. CONSULTANT, in the performance of this AGREEMENT, shall be and act as an independent contractor. CONSULTANT understands and agrees that he/she and all of his/her employees shall not be considered officers, employees or agents of the DISTRICT, and are not entitled to benefits of any kind or nature normally provided employees of the DISTRICT and/or to which DISTRICT's employees are normally entitled, including, but not limited to, State Unemployment Compensation or Worker's Compensation. The CONSULTANT assumes the full responsibility for the acts and/or omissions of his or her employees or agents as they relate to the services to be provided under this AGREEMENT. The CONSULTANT shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes for the respective CONSULTANT's employees.

3. Unless otherwise provided in this AGREEMENT, the CONSULTANT and CONSULTANT's consultants shall have no responsibility for the presence, handling, removal or disposal of or exposure of persons to hazardous materials in any form at the PROJECT site,

including, but not limited to, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

4. Nothing contained in this AGREEMENT shall create a contractual relationship with or a cause of action in favor of any third party against either the DISTRICT or the CONSULTANT.

5. The DISTRICT and the CONSULTANT, respectively, bind themselves, their partners, officers, successors, assigns and legal representatives to the other party to this AGREEMENT with respect to the terms of this AGREEMENT. Neither the DISTRICT nor the CONSULTANT shall assign this AGREEMENT without the written consent of the other.

6. This AGREEMENT shall be governed by the laws of the State of California.

7. This AGREEMENT represents the entire AGREEMENT between the DISTRICT and the CONSULTANT and supersedes all prior negotiations, representations or agreements, either written or oral. This AGREEMENT may be amended or modified only by an agreement in writing signed by both the DISTRICT and the CONSULTANT.

This AGREEMENT entered into as of the day and year first written above.

DISTRICT

CONSULTANT

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Printed name)

\_\_\_\_\_  
(Printed name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

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

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



**EXHIBIT A**

**2008 Hourly Billing Rates**

<b>TITLE</b>	<b>BILLING RATE</b>
Planning Principal	\$210
Principal	\$195
Associate Principal	\$191
Project Director	\$191
Planning Director	\$190
Director of Design	\$182
Senior Project Manager	\$166
Senior Medical Planner	\$166
Senior Planner	\$150
Senior Project Architect	\$152
Senior Project Designer	\$152
Senior Construction Administrator	\$145
Estimator	\$145
Project Architect	\$132
Project Manager	\$132
Project Designer	\$132
Planner	\$130
Construction Administrator	\$125
Research Analyst	\$120
Job Captain	\$118
Designer	\$105
Architectural Staff	\$92
Administration	\$80

These rates are effective from July 1, 2007 to June 30, 2008.

**EXHIBIT B**

**BASIC FEE SCHEDULE**

IPP	4,000
IVC FPP	49,500
SC FPP	49,500
5 Year Construction Plan	15,000
	<b>118,000</b>
Reimbursable	9,600
	<b>127,600</b>



**EXHIBIT C**

**Final Project Proposal Sections**

<b>Section</b>	<b>Description</b>
1.1	Title Page
2.1	FPP Checklist
3.1	Approval Page
3.2	Project Terms and Conditions
4.1	Analysis of Building Space JCAF 31 into FUSION
5.1	Cost Estimate Summary JCAF 32 into FUSION
5.2	Quantities and Unit Costs Supporting the JCAF 32
6.1	CA Energy Commission App. Audit
7.1	State Administrative Manual
8.1	CEQA EIR/Exemption
9.1	Outline of Specifications
10.1	Federal Funds Detail
11.1	Analysis of Future Costs
12.1	Campus Plot Plan
13.1	Diagrams of Building Areas
13.2	Site Plans
13.3	Floor Plans
13.4	Exterior Elevations
13.5	Electrical Plans-As Needed
13.6	Mechanical Plans -As Needed
13.7	Building Cross-Section-As Needed
14.1	Guideline-Based Group II Equipment JCAF 33 into FUSION
15.1	Justification of Additional Costs Exceeding Guidelines
16.1	Detailed Equipment List

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** ATEP: Submittal of Short Range Plan to the City of Tustin  
**ACTION:** Review and Study

---

### **BACKGROUND**

The City of Tustin and the District entered into an Agreement, dated April 22, 2004, for the Conveyance of a Portion of MCAS Tustin and the Establishment of an Advanced Technology Educational Campus ("Conveyance Agreement").

### **STATUS**

Section 4.3 of the Conveyance Agreement requires SOCCCD, among other things, to prepare short range and long range academic and facilities plans for the Advanced Technology and Education Park (ATEP) in Tustin to demonstrate financial and management plans to implement the requirements of the MCAS Tustin Reuse Plan/Specific Plan.

At the September 24, 2007 Board Meeting the preliminary Short Term Plan was presented to the Board of Trustees for information. Since that time, the City of Tustin has suggested some revisions. We have made the changes that seem appropriate.

Exhibit A is the revised Short Range Plan that has been submitted to the City of Tustin for further review and comment. Following that input from the City the plan will again be revised, as appropriate, and then submitted to the Board for approval.

The District master architect, Dave Hunt of gkkworks, will be present at the board meeting to discuss this item.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept for review and study the revised Short Range Plan (EXHIBIT A).



**South Orange County Community College District  
Advanced Technology & Education Park**

**Short Term Plan**

**January 14, 2008**

South Orange County Community College (SOCCCD) proposes the following Short Range Plan in accordance with Article 4.3.1 of the Conveyance Document for the development of the Advanced Technology & Education Park (ATEP) at the former MCAS Tustin. The provisions of this plan are subject to revision and refinement as development proceeds or SOCCCD's needs and plans evolve.

1. SOCCCD will demolish all existing buildings on the site (deeded and LIFOC parcels) to the slab-on-grade, except Building 524, 26, 166, 165 and 168, per the Short Range Plan Site Plan A-1.00. All the necessary governing Agency reviews and approvals as well as Hazardous Material Testing and Abatement will be completed prior to demolition. Utility capping and/or demolition will be coordinated with the appropriate Utility Companies.
2. SOCCCD will remove the sign at the corner of Landsdowne Road and Valencia Ave. and will install a new sign at the corner of Valencia Ave. and Red Hill Ave. All the necessary governing Agency reviews and approvals will be completed prior to demolition and installation.
3. SOCCCD hereby incorporates the Temporary ATEP Campus completed at the corner of Red Hill Ave. and Valencia Ave. as part of the Short Range Plan.
4. SOCCCD will implement the ATEP Security Plan described in Exhibit A attached.
5. SOCCCD will retain a landscape maintenance company to maintain and service all landscaped areas on the property on a quarterly basis.
6. SOCCCD will prepare cost estimates and schedules for the completion of the items listed above.
7. SOCCCD will dedicate the necessary financial resources for the completion of the items listed above.

**EXHIBIT A**

**ATEP SECURITY PLAN**

**January 14, 2008**

**ATEP Campus Security Officer:**

- Patrols entire property each afternoon
- Checks locks and fences along Valencia each evening
- Keeps a log of activities
- Observes and reports suspicious activity visible from ATEP campus
- Monitors adjacent county parcel for suspicious activity
- Closes windows, repairs fences, wires doors shut
- Monitors traffic and parking on Lansdowne Road

**ATEP Building Maintenance Worker**

- Monitors buildings near Valencia
- Closes windows
- Repairs fence

**Construction Protective Services (CPS) – Phase 1 Campus and 68-Acre Parcel**

- Patrols ATEP Phase 1 campus 8:00 p.m. to 8:00 a.m. and 24 hours on weekends and holidays
- Provides vehicle patrol of entire 68-acres 9:00 p.m. to 6:00 a.m. and 24 hours on weekends and holidays
- Keeps a log of activities on Phase 1 property and on total 68-acre parcel
- Keeps an electronic log by checking in at four locations hourly on 68-acre parcel
- Observes and reports suspicious activity visible from ATEP campus
- Monitors adjacent county/city parcel for suspicious activity
- Observes and reports any suspicious activity on any parcel of property
- Monitors motion sensors around the campus perimeter
- Monitors traffic and parking on Lansdowne Road
- Provides a visible security patrol – truck with light bar and powerful searchlight

**Campus Coordinator**

- Coordinates security provided by ATEP staff and CPS
- Inspects entire site weekly

**ATEP Staff (all employees)**

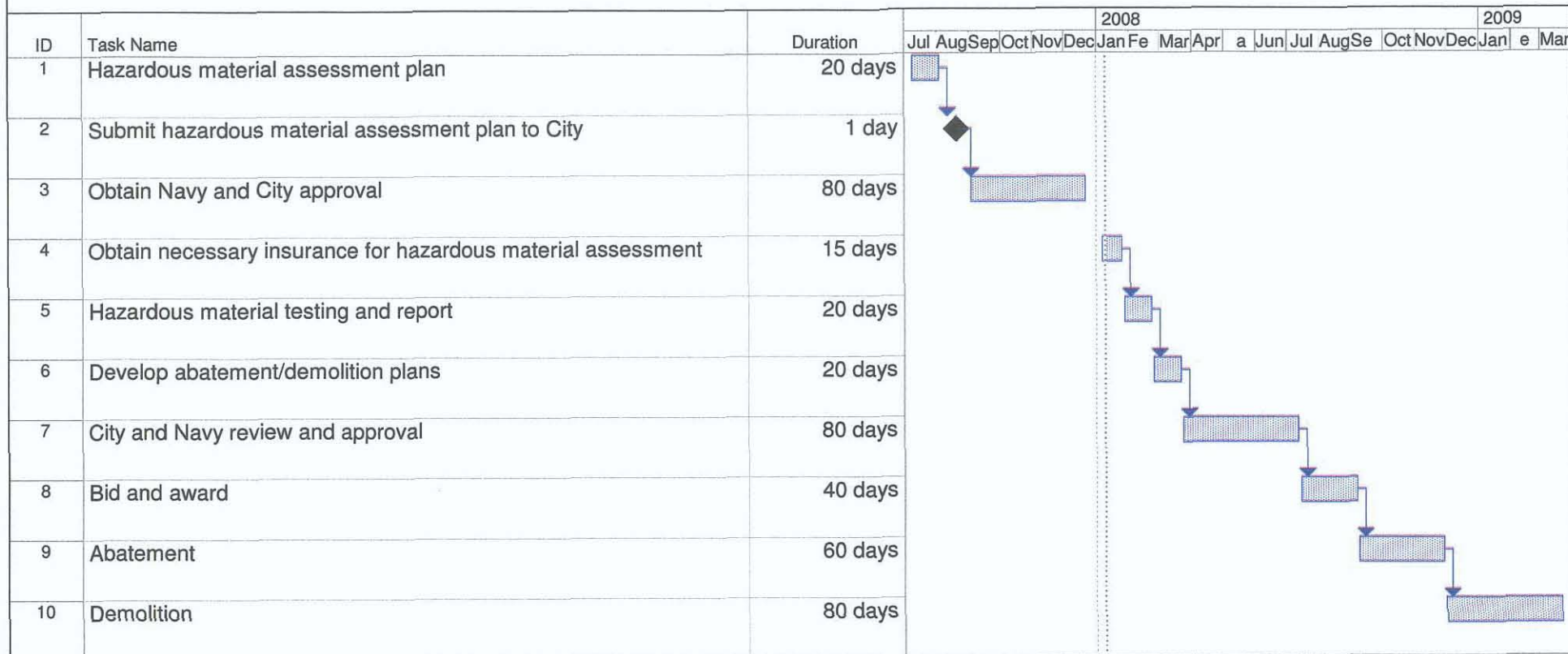
- Observe and reports suspicious activity

**Other Security Actions**

- MOU with Tustin Police Department
- Liaison with the police departments at Saddleback and Irvine Valley Colleges
- Parking lot and campus illuminated all night
- SOCCCD is involved in extensive planning for a comprehensive upgrade of security (and cameras) at all of its facilities



# South Orange County Community College District Advanced Technology & Education Park Abatement and Demolition of Existing Buildings



Wed 1/9/08



**South Orange County Community College District  
Advanced Technology & Education Park  
Building Abatement & Demolition**

**Cost Study**

Date: 9-Jan-08

	Qty	Unit	Unit / Matl	Subtotal Line Item	Subtotal Work Activity	Total
<b>Site Preparation</b>						
SWPPP Plan	1	ls	15000	15,000		
SWPPP Implementation	275000	sf	0.40	110,000		
Subtotal - Site Preparation					125,000	
<b>Utilities</b>						
Pothole	1	ls	20000.00	20,000		
Cap Utilities	42	ea	1500.00	63,000		
Subtotal - Utilities					83,000	
<b>Building Demolition</b>						
Masonry structures	198700	sf	8.00	1,589,600		
Concrete structures	176800	sf	9.50	1,679,600		
Wood structures	134700	sf	3.50	471,450		
Recycling premium	510200	sf	0.50	255,100		
Subtotal - Building Demolition					3,995,750	
<b>Hazardous Material Abatement</b>						
Hazardous Material Abatement	510200	sf	1.96	1,000,500		
Subtotal - Hazardous Material Abatement					1,000,500	
<b>Other Costs</b>						
Dust abatement	1	ls	20000.00	20,000		
Street sweeping	1	ls	25000.00	25,000		
Subtotal - Other Costs					45,000	
<b>Subtotal - Direct Cost</b>						<b>\$ 5,249,300</b>
<b>Indirect Cost:</b>						
Contingency				15%	787,400	
Bonds and Insurance				2.0%	120,730	
<b>Subtotal - Indirect Cost</b>						<b>\$ 908,130</b>
<b>Building Abatement &amp; Demolition</b>						<b>\$ 6,157,430</b>

**Excludes:**

Haz mat survey, tree demolition, site demolition, revisions to existing roads, utility realignment.





2500 Main Street Suite 220  
San Jose, CA 95128  
408 255 5000  
408 255 2700 fax

gkworks  
Architectural Firm

Contractor and Seal

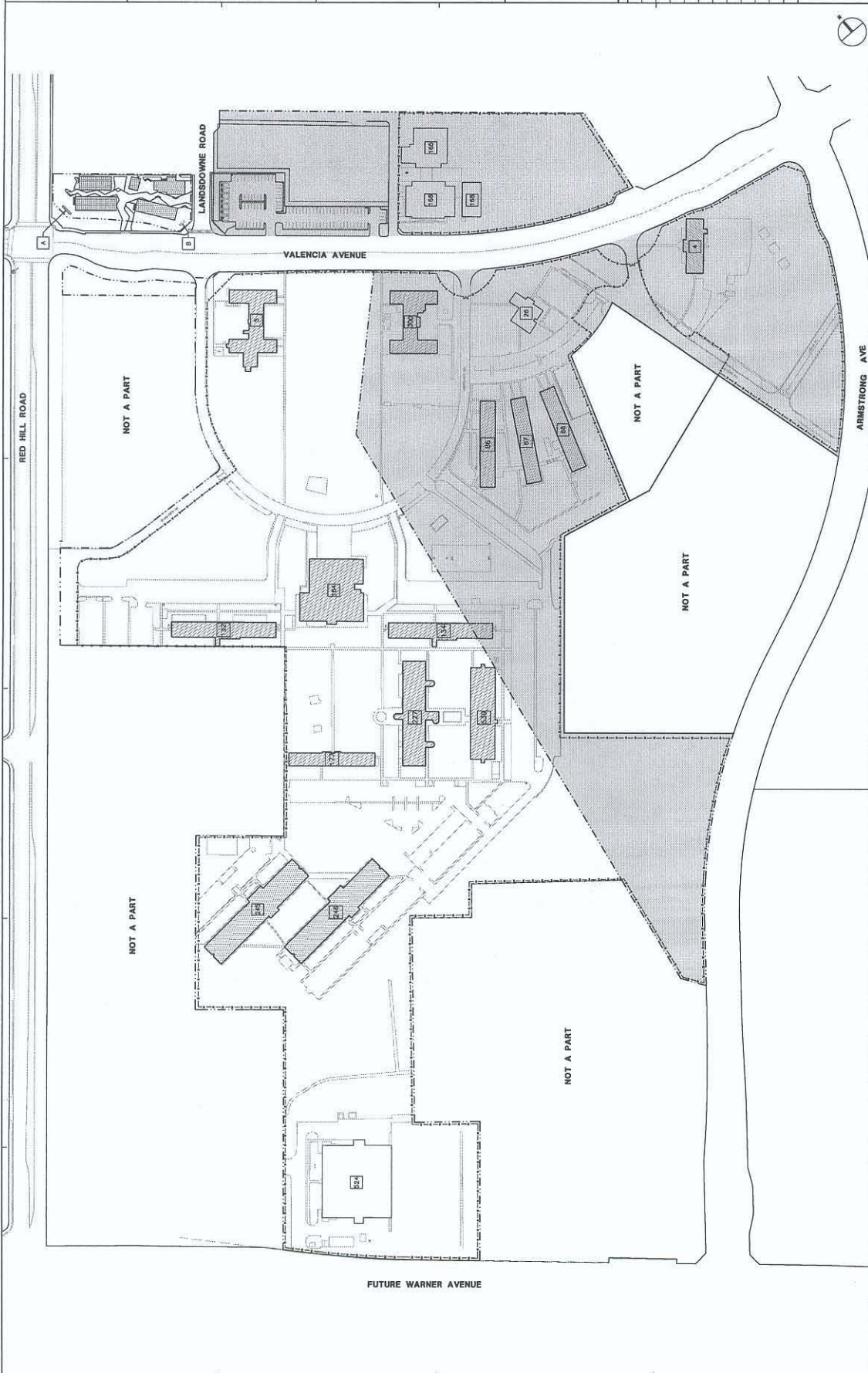
Agency Approval

REGISTRATION NUMBER  
DATE OF THE STATE ARCHITECT  
EXPIRATION DATE  
NO. 113 12  
DATE

Project Name  
ADVANCED TECHNOLOGY  
& EDUCATION PARK  
SHORT RANGE PLAN

Checked By  
Sheet Title  
SITE PLAN

Sheet Number  
A-100  
Project Number  
02-118  
Scale  
1"=100'



27 SITE PLAN

BUILDING #

- |    |                           |
|----|---------------------------|
| 1  | 2 STORY WOOD BUILDING     |
| 2  | 2 STORY WOOD BUILDING     |
| 3  | EXISTING CHURCH TO REMAIN |
| 4  | 2 STORY WOOD BUILDING     |
| 5  | 2 STORY WOOD BUILDING     |
| 6  | 2 STORY WOOD BUILDING     |
| 7  | 2 STORY WOOD BUILDING     |
| 8  | 2 STORY WOOD BUILDING     |
| 9  | 3 STORY CONCRETE BUILDING |
| 10 | 3 STORY CONCRETE BUILDING |
| 11 | 3 STORY CONCRETE BUILDING |
| 12 | 3 STORY CONCRETE BUILDING |
| 13 | 3 STORY CONCRETE BUILDING |
| 14 | 3 STORY CONCRETE BUILDING |
| 15 | 3 STORY CONCRETE BUILDING |
| 16 | 3 STORY CONCRETE BUILDING |
| 17 | 3 STORY CONCRETE BUILDING |
| 18 | 3 STORY CONCRETE BUILDING |
| 19 | 3 STORY CONCRETE BUILDING |
| 20 | 3 STORY CONCRETE BUILDING |
| 21 | 3 STORY CONCRETE BUILDING |
| 22 | 3 STORY CONCRETE BUILDING |
| 23 | 3 STORY CONCRETE BUILDING |
| 24 | 3 STORY CONCRETE BUILDING |

LEGEND

- |          |  |
|----------|--|
| [Symbol] | EXISTING UNOCCUPIED BUILDING TO REMAIN |
| [Symbol] | BUILDINGS TO BE DEMOLISHED             |
| [Symbol] | LEASO PROPERTY                         |
| [Symbol] | TEMPORARY BUILDING                     |
| [Symbol] | EXISTING TEMPORARY FENCE               |
| [Symbol] | PROPERTY LINE                          |

KEYNOTES

- |          |   |
|----------|---|
| [Symbol] | NEW MONUMENT SIGN                       |
| [Symbol] | EXISTING MONUMENT SIGN TO BE DEMOLISHED |

**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: Appointment of District's Political Action Representative to the Orange County School Boards Association

**ACTION:** Approval

---

**BACKGROUND**

Individual Trustees are appointed by the Board of Trustees annually to represent the District on local committees.

**STATUS**

At the Organizational Meeting of the Board of Trustees held on December 10, 2007, Trustee Marcia Milchiker was appointed as the District's Political Action Representative to the Orange County School Boards Association (OCSBA). Trustee Milchiker has advised the Chancellor and the Board that after twenty years as the District's Trustee representative to the OCSBA she would like to retire as representative.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees appoint another member of the Board of Trustees as the District's Political Action Representative to the Orange County School Boards Association.



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** CCCT Board of Directors Nomination - 2008

**ACTION:** Approval

---

### **BACKGROUND**

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

### **STATUS**

From January 1 through February 15, 2008, nominations for membership on the CCCT Board of Directors will be accepted in the League office. Nominations are to be made by each district Board of Trustees who are members of CCCT, and each District may nominate only members of its board. Each nominee must have consented to be nominated, and only one Trustee per District may serve on the Board. During the election period between March 10 and April 25, each member District will have one vote for each of the ten vacancies on the CCCT board who will serve two-year terms. The newly elected members of the Board will assume their responsibilities at the conclusion of the annual conference on May 4, 2008.

### **RECOMMENDATION**

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

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Recess to Public Hearing – CSEA Chapter 586  
**ACTION:** Public Hearing

---

**BACKGROUND**

On December 10, 2007 the Board of Trustees received and accepted the initial proposal from CSEA Chapter 586.

**STATUS**

The Board will conduct a public hearing to provide an opportunity for the public to comment on the CSEA's proposal (Exhibit A).



CSEA CHAPTER 586  
REOPENER PROPOSAL TO THE  
COLLECTIVE BARGAINING AGREEMENT  
ENDING ON JUNE 30, 2008

The following is the entire proposal of California School Employees Chapter 586 with regard to reopening the current collective bargaining agreement, submitted in accordance with Article 21.1 of the current agreement. CSEA proposes to reopen only the following Articles and Sections for the reasons indicated:

Preamble:

Open to change the date of Agreement to coincide with ratification.

ARTICLE 3

Article 3.1.11

Open to increase release time for classified staff in leadership roles.

Article 3.2.1.2

Open to expand the number of committees and task forces on which inclusion of classified representatives is guaranteed.

Article 3.3

Open to increase the number of contracts to be printed.

Article 3.4

Open to discuss modification of current contract language.

Article 3.5

Open to modify current contract language to further protect the work of the bargaining unit.

Article 3.8

Open to modify current contract language to expand the role of a job steward.

ARTICLE 5

Article 5.1

Open to discuss modification of the length of the probationary period for new employees.

Article 5.2

Open to modify current contract language with regard to the distribution of signed evaluations.

## ARTICLE 6

Open to revise current contract language to clarify the materials that may be placed in an employee's personnel file.

## ARTICLE 7

Open to include language that provides employees an opportunity to participate in an alternative work schedule program during the period of the summer break (last week in May through the second week of August).

### Article 7.1.1

Open to include the appropriate Education Code reference.

### Article 7.1.2

Open to expand the allowed alternative work schedules employees may elect with administrative approval during the regular academic year.

Open to modify current contract language with regard to the approval process for alternative work schedules.

### Article 7.2

Open to modify current contract language with regard to the length of the workday.

### Article 7.3

Open to discuss modification of current contract language with regard to adjustments of assigned time.

### Article 7.8.2.2

Open to discuss an increase in the number of hours of compensatory time that an employee can accrue.

### Article 7.9.1

Open to delete the words "full-time" from current contract language.

### Article 7.10.1

Open to discuss modification of current contract language with regard to distribution of overtime.

## ARTICLE 8

### Article 8.1

Open to discuss modifying the current 6-step salary schedule.

### Article 8.4

Open to establish a set notification period before amounts in excess of \$25 can be withheld from an employee's paycheck when an error in payroll processing has been made.

Open to add a requirement that the CSEA president be notified before an employee is docked more than \$50 in pay.



Article 8.6

Open to revise compensation for the 2008-2009, 2009-2010, and 2010-2011 academic years.

Article 8.10 and 8.10.1

Open to discuss modification of the longevity pay schedule and the deletion of Article 8.10.1.

Article 8.11

Open to discuss modification of contract language regarding step increments.

Article 8.12

Open to discuss modification of contract language with regard to initial salary placement.

Article 8.16

Open to add language that will result in a reclassification study for all or part of the bargaining unit prior to negotiations in 2011.

Article 8.17

Open to add language that will allow CSEA to select a limited number of specific bargaining unit positions or families for salary review and possible reallocation on an annual basis.

ARTICLE 9

Article 9.1

Open for modification of the district contribution to the cost of medical insurance for eligible bargaining unit members.

Article 9.3

Open for modification of eligibility requirements.

Article 9.5

Open for modification of retiree benefits.

ARTICLE 10

Article 10.1

Open to omit the date specific data and specify that the 18 holidays will be in accordance with the actions of the BOT based on the recommendations of the District Calendar Committee.

ARTICLE 11

Article 11.6

Open to discuss modification of current language regarding vacation scheduling.

Article 11.7

Open to discuss modification of current language.

## ARTICLE 12

### Article 12.1

Open to discuss modification of current contract language regarding bereavement leave.

### Article 12.7

Open to increase the availability of personal necessity to seven (7) days.

## ARTICLE 13

### Articles 13.1 and 13.2

Open for modification of the process for appointment through lateral transfer and/or promotional opportunity.

### Article 13.4

Open to modify the language with regard to medical transfers.

### Article 13.6.2

Open to modify current contract language with regard to district initiated transfers.

### Article 13.7.5

Open for modification of current language to include employees who voluntarily sought a reduction in classification.

## ARTICLE 14

### Article 14.4

Open to modify the language with regard to timelines.

## ARTICLE 23

Open only for the purpose of any necessary modifications, clarifications, or additions.

### Add Contract Sections:

CSEA seeks to negotiate language on the following topics:

- Retirement Incentives
- Educational Incentives
- Reduced workload 5-years prior to retirement
- Health care benefits for employees working fewer than 20-hours/week
- A staffing/workload study



**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: District Initial Proposal to CSEA Chapter 586

**ACTION:** Acceptance for Review and Study

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**BACKGROUND**

Government Code 3547 requires that all initial proposals from an exclusive representative and public school employees shall be presented at a public meeting of the Board of Trustees and shall thereafter be a matter of public record. In addition, before collective bargaining may take place, both the initial proposal of the exclusive representative and the community college district shall be made public for a reasonable time so that members of the public have the opportunity to express themselves regarding either initial proposal to the Board of Trustees.

The South Orange County Community College District received an initial proposal from CSEA Chapter 586 at the December 11, 2007 Board meeting.

**STATUS**

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

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept the District's initial proposal (Exhibit A) for review and study for the purpose of negotiations with CSEA Chapter and set a public hearing on the proposal at the regularly scheduled February Board meeting.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**INITIAL PROPOSAL**

**Classified Negotiations  
2008-2009**

The Board of Trustees for the South Orange County Community College District submits the following Initial Proposal for the 2008-2009 classified negotiations.

**ARTICLE 3: CSEA RIGHTS**

- 3.1.1 Modify to ensure that the right of access by CSEA representatives is during non-work time and subject to prior District notice.
- 3.1.2 Modify to ensure that the use of instructional bulletin boards, mailboxes, and District mail and email systems is subject to Board Policy restrictions.
- 3.1.10 Modify to require CSEA to reimburse the District for any costs associated with CSEA release time.
- 3.1.11 Modify to require CSEA to reimburse the District for any costs associated with CSEA release time.
- 3.7 Clarify that the right to confer with CSEA officers and staff personnel is subject to any existing access restrictions.

**ARTICLE 5: EVALUATIONS**

- 5.3 Discuss modifying evaluation review timelines in cases involving promotions.

**ARTICLE 7: HOURS AND OVERTIME**

- 7.1.1 Modify to implement a progressive discipline procedure for excessive absences and repeated tardiness .
- 7.1.2 Modify to permit the District to unilaterally implement a 4-10 work schedule upon twenty (20) days' advanced notice.



- 7.3.1 Modify to conform to Education Code Section 88036.
- 7.9 Clarify that Outreach Specialists do not qualify for shift differential.

#### **ARTICLE 8: PAY AND ALLOWANCES**

- 8.1 Discuss salary as part of total compensation in light of the District budget and state funding.
- 8.1.1 Include language to standardize the bilingual stipend and eligibility requirements.

#### **ARTICLE 9: HEALTH AND WELFARE BENEFITS**

- 9.1 Discuss health benefits as part of total compensation in light of the District budget and state funding.

#### **ARTICLE 10: HOLIDAYS**

- 10.4 *Discuss proposal for compensatory time off in lieu of banked holiday pay.*

#### **ARTICLE 11: VACATIONS**

- 11.7 Include language to cap vacation accrual in cases involving employee transfer.

#### **ARTICLE 12: LEAVES**

- 12.4.10 Include language to permit verification of sick leave.
- 12.11.1 Modify to remove health benefit entitlements for an employee on unpaid leave of absence.

#### **ARTICLE 22: DURATION**

- 22.1 Modify to extend the term of the classified Collective Bargaining Agreement through June 30, 2011.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ITEM: 6.6**

**DATE: 01/22/08**

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** Academic Personnel Actions – Regular Items  
**ACTION:** Approval/Ratification

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**BACKGROUND**

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

**STATUS**

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

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

**RECOMMENDATION**

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



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS**

**A. NEW PERSONNEL APPOINTMENTS**

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

- A. SCHRADER, KATHLEEN is to be employed as Dean of Mathematics, Sciences and Engineering, Irvine Valley College, effective February 18, 2008. Administrative Salary Schedule, Category II, Step 1. This is a replacement position for Susan Cooper, who received a change in status. (See Attachment 1)

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

- A. GUY, GEORGINA is to be employed as EOPS Coordinator, Pos #3734, Division of Counseling Services and Special Programs, Saddleback College, effective January 28, 2008. Approximate Salary Placement: Class V, Step 9. This is a new position approved by the Board of Trustees on April 23, 2007. (See Attachment 2)
- B. VIDAL-PRUDHOLME, LAURA is to be employed as Child Development and Educational Studies Instructor, Pos #3724, and a temporary replacement for the Spring 2008 semester, Division of Social and Behavioral Sciences, Saddleback College, effective January 8, 2008. Approximate Salary Placement: Class II, Step 10. This is a temporary replacement position for Susan White Cooper, who is on leave. (See Attachment 3)

**B. 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>
Bucklin, Barbara	Ph.D./Psychology	Psychology/SC	V/6	03/24/08
Butler, Gregory	<sup>1</sup> BS/Law	Horticulture/SC	I/6	05/27/08

**C. 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>
Allen, Melissa	JD/Law	Business Law/SC	V/6	01/14/08
Bailey, Denise	Ph.D./Chemistry	Chemistry/IVC	V/6	01/14/08
<sup>2</sup> Bond, Katherine	Ph.D./Clinical Psy	DSP&S/SC	V/6	12/06/07
Brauer Rogers, Emily	MFA/Dramatic	Writing Writing/IVC	II/6	01/14/08
Chan, Calvin	<sup>1</sup> BFA/Film	Comm Arts/SC	I/6	01/14/08
Chlup, Ingrid	MS/Env Sci I	Biology/IVC	II/6	01/14/08
Dowdell, Michael	MFA/Painting	Dig Med Arts/IVC	II/6	01/14/08
Drew, Patricia	MA/Art History	Art History/IVC	II/6	01/14/08
Ernotte, Benedicte	MA/French Literature	French/IVC	II/6	01/14/08
Goward, Barbara	MA/Reading	Reading/IVC	II/6	01/14/08

<sup>1</sup> Per California Community Colleges State Chancellor's Office this discipline does not require a Master's Degree.

<sup>2</sup> Emergency hire.

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

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Katouli, Allen	MA/Mathematics	Mathematics/SC	II/6	01/14/08
Khssassi, Zineb	MA/French	French/IVC	II/6	01/14/08
McCarver, Stacey	MA/French	French/IVC	II/6	01/14/08
Nigrelli, Christina	MA/Early Child Ed.	Child Dev/SC	II/6	01/14/08
Olander, Carol	<sup>3</sup> BS/Accounting	Real Estate/IVC	I/6	01/14/08
Pfeifer, Robert	<sup>3</sup> BS/Architecture	Architecture/SC	I/6	01/14/08
Pires, Marcelo	MS/Biology	Biology/SC	II/6	01/14/08
Runde, Jessica	MA/Theatre Arts	Theatre Arts/IVC	II/6	01/14/08
Sabella, Gary	MA/Education	Physical Ed/SC	II/6	01/14/08
Sasso, Michael	MFA/Photography	Photography/IVC	II/6	01/14/08
Smith, Harold	MA/Reading	Reading/IVC	II/6	01/14/08
Snodgrass, Terrence	MA/Comm	Stu.Speech/IVC	II/6	01/14/08
Sullivan, Daniel	MM/Music	Music/SC	II/6	01/14/08
Takei, Hisano	MFA/Metals-Jewelry	Jewelry/SC	II/6	01/14/08
Wexler, Susan	MA/Spanish	Spanish/SC	II/6	01/14/08
Yamamoto, Lisa	MM/Music	Music/IVC	II/6	01/14/08
Yizreal, Taz	MFA/Photography	Photography/IVC	II/6	01/14/08

**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>
Anguline, Glenn	High School Diploma	Model Making	I/6	01/14/08

Equivalency is based on over ten years of managerial service in the aerospace and automotive industries and experience as an inspector, tool builder, and CAD engineer. Mr. Anguline has trained employees on the proper use of equipment and software and has written many training manuals and quality procedures for his industry. He is currently a Measurement Services Manager at Advanced Digital Measuring Works in Santa Ana, California, and served as Industrial Services Manager for Servco Industrial in Costa Mesa for thirteen years. Mr. Anguline is a member of the Society of Manufacturing Engineers (SME) and has worked in the inspection and modeling business for over twenty years.



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

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Henderson, Gloria	MA/Clinical Psych.	Child Dev./SC	II/6	01/14/08

Equivalency is based on a Masters of Arts degree in Clinical Psychology and license as a Marriage and Family Therapist from Azusa Pacific University. Ms. Henderson has taught online courses for Educators at the University of San Diego for over four years, as well as instructing at other universities including Chapman University and the California State University system in contracted extension courses. She has taught, been a mentor teacher, and served as assistant principal and principal at the elementary and middle school levels for over sixteen years.

Iunes, Omar	MA/Educational Psych.	Physical Ed/SC	II/6	01/14/08
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Equivalency is based on a Masters of Arts degree in Educational Psychology from Alliant International University in San Diego, California, to be awarded December 2007. Mr. Iunes has also earned a Master of Science degree in Sports Management from Rio de Janeiro State University in Brazil. He has several years of experience as a coach, speaker, and Physical Education instructor. Mr. Iunes holds a YMCA Aquatics Director Certificate, YMCA Lifeguard and Lifeguard Instructor Certificates, Hatha Yoga Instructor Certificate from the Rio de Janeiro Yoga Association, a Tai Chi Chuan and Kung Fu Instructor Certificate from the Brazilian Tai Chi Chuan and Kung Fu Association, a Soccer Coach Certificate from the Rio de Janeiro Soccer Coaches Association, a Weight Training and Physical Fitness Instructor Certificate from the University Gamma Filho in Brazil, a Swim Instructor Certificate from the Rio de Janeiro Swimming Federation, and a Tennis Instructor Certificate from the Rio de Janeiro State Tennis Federation.

Jhu, Candice	<sup>1</sup> BA/Mathematics	Comp Sci Lab/SC	I/6	01/14/08
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Equivalency is based on a Bachelor of Arts degree in Mathematics from the University of California at San Diego. Ms. Jhu has over ten years of experience as a private mathematics tutor, and was awarded Tutor of the Year by the Learning Assistance Program at Saddleback College. Ms. Jhu has tutored at Saddleback College for the past four years and is a recipient of the 100 Hours Club award, which is granted to tutors who volunteer over 100 hours in a single semester. Ms. Jhu is currently working with Professor Lawrence Perez on a foundational mathematics instructional model funded by Saddleback College.

Kelly, Mark	Ph.D/Education Adm.	Biology/IVC	V/6	01/14/08
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Equivalency is based on a Doctorate in Exercise Physiology and Educational Administration from the University of New Orleans in Louisiana. Dr. Kelly taught biology and served as the Area Chair in Science for the University of Phoenix in Metairie, Louisiana, and has over seven years of experience as a college-level instructor of biological subject matter. He has published several abstracts on physiological topics in addition to numerous articles on physiology in non-scientific publications. Dr. Kelly served as the Fitness and Wellness Facility Director and Health Promotions Coordinator at the Louisiana State University Medical Center for two years, and has lectured extensively on physiology and fitness topics for both private and public organizations.



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

<u>Applicant</u>	<u>Highest Degree</u>	<u>Assignment</u>	<u>Approx. Salary Placement</u>	<u>Start Date</u>
Margolis, Ruth	MA/English Literature	Spanish/SC	II/6	01/14/08

Equivalency is based on a Master of Arts degree in English Literature from Saint Bonaventure University in Olean, New York, a Clear Single Subject Teaching Credentials in English, French and Spanish, as well as a Community College Teaching Credential in teaching Hebrew. Ms. Margolis also took a 40-hour Spanish Immersion Program from ICAI Central American Institute, School of Languages, San Jose, Costa Rica. Ms. Margolis has taught for close to 30 years as an instructor of French, Spanish and English at various Junior and Senior High Schools, as well as various Emeritus Institutes.

Muller, Michael	No Degree	Architecture/SC	I/6	01/14/08
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Equivalency is based on Mr. Moller's 19 years of experience as a Building Inspector II for the City of San Clemente. He comes highly recommended by the City of San Clemente and Jim Waters, current part-time instructor teaching inspection classes at Saddleback College. Mr. Moller has experience as a construction estimator since 1988 as owner of Orange Coast Construction and Design in Tustin, and is a licensed contractor. He has attended many college courses as well as training seminars which have qualified him for various certifications, including UBC and IBC Inspector.

Morata-Proske, Linda	BA/Theatre Arts	Theatre Arts/IVC	I/6	01/14/08
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Equivalency is based on a Bachelor of Arts degree in Theatre Arts with emphasis in Dance from California State University, Fullerton, as well as a Bachelor of Education degree with a minor in Theatre Arts from University of Toronto in Toronto, Canada. Ms. Morata-Proske has over 30 years of experience as a professional theatre performer, choreographer, casting director, as well as an acting teacher. She has also spent several years working as a theatre and dance instructor ranging from Junior and Senior High School up to the university level.

Parker, David	AA/Art	Architecture/SC	I/6	01/14/08
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Equivalency is based on an Associate of Art degree in Art from Mt. San Antonio College, a California Architect's License and twenty-six years of professional experience in architecture. Prior to his licensure, Mr. Parker gained extensive experience with Woodard & Associates in Costa Mesa, California. Mr. Parker's background is primarily in manual drafting.

Prince, Ellen	BA/Dance	Dance/SC	I/6	01/14/08
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Equivalency is based on a Bachelor of Arts degree in Dance from the University of California, Irvine. Ms. Prince has over thirty years of experience as a professional choreographer for theater and television. She has prior teaching experience at Saddleback College and is a current faculty member at Riverside Community College, where she both teaches dance classes and choreographs the College's musical productions.



**D. 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 2007/2008 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	<u>Effective Date</u>
		<u>Amount</u>	
Barrows, Morgan	Chair, Inst Effect. Comm/SC	\$ 6,366.60 <sup>3</sup>	01/14/08-05/22/08
Bishopp, Greg	Chair, Art Dept/IVC	1,591.65	01/14/08-05/22/08
Borron, Brenda	Presenter, Eng. Basic Skills/IVC	100.00	11/30/07-11/30/07
Borron, Brenda	Co-Chair, English Dept/IVC	1,909.98	01/14/08-05/22/08
Clark, Kate	Presenter, Eng. Basic Skills/IVC	100.00	11/30/07-11/30/07
Cobos, Ana Maria	Coord., Accreditation Rpt/SC	2,132.81	08/20/07-12/14/07
Faseler, Shannon	Director, Art Gallery/IVC	2,546.64	01/14/08-05/22/08
Fesler, Susan	Chair, Language Dept/IVC	3,183.30	01/14/08-05/22/08
Fretz, David	Chair, Life Sciences/IVC	3,183.30	01/14/08-05/22/08
Goodman, Rich	Co-Chair, Human Services/SC	1,591.65	01/14/08-05/22/08
Goodman, Rich	Liaison, So. Cty. Drug Court/SC	2,037.31	01/14/08-05/22/08
Haeri, Melanie	Presenter, Eng. Basic Skills/IVC	100.00	11/30/07-11/30/07
Long, Lewis	Presenter, Eng. Basic Skills/IVC	100.00	11/30/07-11/30/07
Long, Lewis	Co-Chair, English Dept/IVC	1,909.98	01/14/08-05/22/08
Luis, Geoff	Chair, Emeritus Academic Prog/IVC	3,183.30	01/14/08-05/22/08
Manuel, Ronald	Chair, Theater Dept/IVC	1,591.65	01/14/08-05/22/08
Marmolejo, Frank	Chair, School of Humanities/IVC	2,546.64	01/14/08-05/22/08
McCaughey, Colin	Facilitator, Admin of Justice/IVC	2,546.64	01/14/08-05/22/08
McCaughey, Colin	Chair, Social & Behavioral Sci/IVC	3,183.30	01/14/08-05/22/08
McDonough, Mary	Facilitator, Human Development/IVC	2,546.64	01/14/08-05/22/08
McGrogan, Martin	Chair, Athletics Dept/IVC	3,183.30	01/02/08-05/23/08
Meyer, Kurt	Presenter, Eng. Basic Skills/IVC	100.00	11/30/07-11/30/07
Monte, Brent	Facilitator, Math Lab/IVC	1,273.32	01/08/08-05/18/08
Pestolesi, Tom	Chair, HS, PE,&Athletics/IVC	3,183.30	01/02/08-05/23/08
Rochford, Stephen	Chair, Music Dept/IVC	1,591.65	01/14/08-05/22/08
Rudmann, Jerry	Co-Facilitator, SLO/IVC	3,183.30	01/14/08-05/22/08
Ryals, Kay	Coord., Eng. Basic Skills/IVC	954.99	11/01/07-11/30/07
Sergeyeva, Larisa	Facilitator, Learning Center/IVC	5,093.28	01/02/08-05/23/08
Shepherd, Dean	Director, Choral/IVC	1,273.32	01/14/08-05/22/08
Sinegal, Jane	Chair, Library/IVC	3,183.30	01/02/08-05/23/08
Stinson, Amy	Chair, Physical Sciences/IVC	3,183.30	01/14/08-05/22/08
Stinson, Amy	Program Develop, Ocean Sci/IVC	2,000.00	08/20/07-05/22/08
Taylor, Yemmy	Facilitator, Flex Officer/IVC	2,546.64	01/14/08-05/22/08
Thomas, Linda	Director, Humanities Center/IVC	3,819.96	01/14/08-05/23/08
Tiongson, Edwin	Director, Forensics Team/IVC	4,774.95	01/14/08-05/22/08
Tiongson, Edwin	Chair, Speech Dept/IVC	1,591.65	01/14/08-05/22/08
Tran, Tiffany	Chair, Guidance & Counseling/IVC	3,183.30	01/14/08-05/23/08
Tucker, Kari	Chair, Social & Behavioral Sci/IVC	3,183.30	01/14/08-05/22/08
Tucker, Kari	Co-Facilitator SLO/IVC	3,183.30	01/14/08-05/22/08
Urell, Robert	Facilitator, Computer Lrng Ctr/IVC	3,819.96	01/14/08-05/22/08

<sup>3</sup> Correction, originally submitted to the Board of Trustees on December 10, 2007 in the amount of \$6336.60.



**D. 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 2007/2008 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Urell, Robert	Chair, Business Sciences/IVC	\$ 3,183.30	01/14/08-05/22/08
Weatherford, Ted	Coordinator, Dance Production/IVC	2,546.64	01/02/08-05/23/08
Whitt, Terri	Co-Chair, Human Services/SC	1,591.65	01/14/08-05/22/08

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 2007/2008 fiscal year.

<u>Name</u>	<u>Assignment/Project</u>	<u>Effective Dates</u>
Albanez, Marguerite	ESL Writing Assessment/IVC	01/02/08-05/23/08
Alvarez, Lisa	Writing Assessment/IVC	01/02/08-05/23/08
Atkinson, Dawn	ESL Writing Assessment/IVC	01/02/08-05/23/08
Barraza, Greg	Reading ESL & Challenge Essays/SC	01/14/08-05/22/08
Beasley, James	ESL Writing Assessment/IVC	01/02/08-05/23/08
Benson, Maddy	ESL Writing Assessment/IVC	01/02/08-05/23/08
Borron, Brenda	Writing Assessment/IVC	01/02/08-05/23/08
Callum, Oceana	Reading ESL & Challenge Essays/SC	01/14/08-05/22/08
Clark, Kate	Writing Assessment/IVC	01/02/08-05/23/08
Culhane, James	Writing Assessment/IVC	08/20/07-12/20/07
Etter, William	Writing Assessment/IVC	01/02/08-05/23/08
Fesler, Susan	ESL Writing Assessment/IVC	01/02/08-05/23/08
Gibson, Kari	ESL Writing Assessment/IVC	01/02/08-05/23/08
Henderson, Pamela	ESL Writing Assessment/IVC	01/02/08-05/23/08
Hildebrand, Colleen	ESL Writing Assessment/IVC	01/02/08-05/23/08
Jerome, Amanda	Reading ESL & Challenge Essays/SC	01/14/08-05/22/08
Kukkonen, Noreen	ESL Writing Assessment/IVC	01/02/08-05/23/08
Livote, Michelle	ESL Writing Assessment/IVC	01/02/08-05/23/08
Long, Lewis	Writing Assessment/IVC	01/02/08-05/23/08
Luesebrink, Marjorie	Writing Assessment/IVC	01/02/08-05/23/08
McKennon, Anna	Reading ESL & Challenge Essays/SC	01/14/08-05/22/08
Meyer, Kurt	Writing Assessment/IVC	01/02/08-05/23/08
Reading, Cynthia	Reading ESL & Challenge Essays/SC	01/14/08-05/22/08
Rogers, Elizabeth	Reading ESL & Challenge Essays/SC	01/14/08-05/22/08
Ryals, Kay	Writing Assessment/IVC	01/02/08-05/23/08
Sims, Larry	ESL Writing Assessment/IVC	01/02/08-05/23/08
Stern, Susan	ESL Writing Assessment/IVC	01/02/08-05/23/08
Streidter, Anna	ESL Writing Assessment/IVC	01/02/08-05/23/08
Thomas, Linda	Writing Assessment/IVC	01/02/08-05/23/08
Woodruff, Sandra	ESL Writing Assessment/IVC	01/02/08-05/23/08
Willard, Julie	Writing Assessment/IVC	01/02/08-05/23/08



**E. 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 2007/2008 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
<sup>4</sup> Mathur, Roopa	Director, Media/Entermnt/IVC	\$ 1,250.00	01/01/08-06/30/08
<sup>4</sup> Mathur, Roopa	Dev. Computer Forensic Prog/IVC	1,000.00	01/14/08-05/22/08
McCaughey, Colin	Dev. Computer Forensic Prog/IVC	1,000.00	01/14/08-05/22/08
Nielsen, Margaret	Coach, Business/VTEA/SC	3,750.00	01/14/08-05/22/08
Tinerva, Joe	Coach, Bus Eng/Honor/VTEA/SC	1,826.00	01/14/08-05/22/08
Whitt, Terri	Advisor, Foster Student Success/SC	5,000.00	12/14/07-05/23/08
Wolff, Michele	Coord., Emerg. Cardio. Care/SC	1,114.16	01/14/08-05/23/08

**F. REDUCED WORKLOAD PROGRAM WITH STRS RETIREMENT REVISION**

1. MC DERMOTT, ANNE, ID #2835, Computer Information Systems Instructor, Pos #1879, School of Business Sciences, Irvine Valley College, has been considered eligible by STRS and approved by the Board of Trustees on February 23, 2004 to participate in a reduction in teaching contract to 80% workload beginning the academic year 2005-06, in accordance with Article XXXI, Section 1, of the Academic Employee Master Agreement 2004-2007. Ms. Mc Dermott would like to revise the reduction to her teaching contract to 78.31% workload for the academic year 2007-2008.

**G. HOURLY RATE INCREASE FOR PHYSICIANS**

1. It is recommended that the hourly rate for Student Health Center Physicians and clinical psychologists be increased from \$65.00 to \$66.00 per hour effective January 1, 2008. The increase is per SB 929, the Legislature re-set the 2008 rate for hourly-paid exempt doctors.

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<sup>4</sup> Not related to Dr. Raghu Mathur, Chancellor

ATTACHMENT 1

NAME: SCHRADER, KATHLEEN

POSITION: DEAN  
MATHEMATICS, SCIENCES AND ENGINEERING  
IRVINE VALLEY COLLEGE

EDUCATION:

D.N.S. Nursing  
University of California  
San Francisco, CA

M.S.N. Nursing  
University of Washington  
Seattle, WA

B.S.N. Nursing  
California State University  
Los Angeles, CA

EXPERIENCE:

Kathleen Schrader has been the Dean of Math, Science and Health Professions from July, 2006 to the present and Director of Regional Health Occupations Resource Center from August, 2003 through June 30, 2006 at Hartnell College in Salinas, California. She is also currently working as an Adjunct Nursing Faculty at the California State University in Dominguez Hills, California, since August, 2005. Dr. Schrader was the Lead Nursing Instructor at the University of Phoenix in San Diego, California, from January, 1997 through August, 2003; Program Associate at the American Association of Critical Care Nurses in Aliso Viejo, California, from January, 2000 through September 15, 2002; Adjunct Nursing Faculty at National University in La Jolla, California, from September 2000 through August, 2003 and Clinical Researcher at Sharp Healthcare in San Diego, California from September, 1995 through July 1, 1999.

LICENSES/CERTIFICATES/TRAINING AND AFFILIATIONS:

Licensed Registered Nurse  
Association of California Community College Administrators  
Sigma Theta Tau International  
Sigma Theta Tau, Zeta Mu Chapter-At-Large (2nd V. P., Research, 1998 to 2003)  
Emergency Nurses Association (LUNAR II Research Study, 1999; Research Vision Council 1999-2000 and National Research Committee, 12/96-12/98)



**ATTACHMENT 2**

NAME: GEORGINA GUY

POSITION: EOPS COORDINATOR  
COUNSELING SERVICES & SPECIAL PROGRAMS  
SADDLEBACK COLLEGE  
FULL TIME, TENURE TRACK

EDUCATION:

Ph.D. Clinical Psychology  
Alliant International University  
Alhambra, CA

M.A. Psychology  
Alliant International University  
Alhambra, CA

M.S. Counseling  
California State University  
Fullerton, CA

M.S. Sociology  
California State University  
Fullerton, CA

B.A. Chicano/Chicana Studies  
California State University  
Dominguez Hills, CA

EXPERIENCE:

Georgina Guy has been teaching at Cerritos College in the Extended Opportunity Program & Services Department as the EOPS Coordinator since 1995. At Cerritos College, she was also the immediate supervisor for the Cooperative Agencies Resources for Education Program (CARE) and was a Financial Aid Advisory Committee Counselor and Mentor.

As a licensed psychologist, Dr. Guy has several years of experience that includes academic, vocational and personal counseling. Dr. Guy was previously a Parent Educator with the Mexican-American Opportunity Foundation of Los Angeles, California. Her doctoral internship was served at West County Counseling Center in Huntington Beach, California, Family Services of Long Beach, CA., Saint Francis Hospital and Medical Center in Lynwood, California, and Cerritos College in Norwalk, California.

LICENSES/CERTIFICATES/TRAINING AND AFFILIATIONS:

Licensed Psychologist and Registered Psychological Assistant  
Member of the American Psychological Association, California Association of Marriage and Family Therapists, and California Community College EOPS Association.

**ATTACHMENT 3**

NAME: LAURA VIDAL-PRUDHOLME

POSITION: CHILD DEVELOPMENT & EDUCATIONAL STUDIES  
SADDLEBACK COLLEGE  
TEMPORARY, SPRING 2008 SEMESTER

EDUCATION:

M.S. Child Development  
University of La Verne  
La Verne, CA

B.S. Child Development  
University of La Verne  
La Verne, CA

EXPERIENCE:

Laura Vidal-Prudholme has taught at the community college and university levels since Spring 2004; including part-time at Saddleback College. She was also a preschool teacher and mentor at Ontario-Montclair School District for over fourteen years and has been in leadership roles teaching, administrating and marketing off-campus Child Development programs as well as mentoring and training preschool staff.

LICENSES/CERTIFICATES/TRAINING AND AFFILIATIONS:

California Community College Early Childhood Education's Curriculum Alignment Project;  
CARES and Working for Quality Childcare Meetings



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ITEM: 6.7**  
**DATE: 01/22/08**

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** Classified Personnel Actions – Regular Items  
**ACTION:** Approval/Ratification

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**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

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

**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. <sup>1</sup>BARTLOMAIN, JOYCE is to be employed as Senior Administrative Assistant, Pos #3567, Division of Fine Arts, Saddleback College, Classified Salary Range 127, Step 6, with longevity, effective January 14, 2008. This employee has been rehired within 39 months per Board Policy 4201.3. This is a replacement position for Maria Gamnig, who retired.
- B. BROWN, CHADWICK is to be employed as Groundskeeper, Pos #2801, Office of Physical Plant, Irvine Valley College, Classified Salary Range 118, Step 1, 40 hours per week, 12 months per year, effective January 14, 2008. This is a replacement position for Randall Watson, who retired.
- C. GILBERT, JENNIFER is to be employed as a Library Technician, Pos #1078, Office of Library Services, Irvine Valley College, Classified Salary Range 125, Step 1, 40 hours per week, 12 months per year, effective January 10, 2008. This is a replacement position for Lloyd Chittenden, who resigned.
- D. GUERRERO, JORGE is to be employed as a Program Technician (Categorical), Pos #3757, Outreach/Transfer Center, Division of Counseling Services and Special Programs, Saddleback College, Classified Salary Range 122, Step 1, 40 hours per week, 12 months per year, effective December 3, 2007. This is a new position approved by the Board of Trustees on July 23, 2007. Employment in this categorical position is contingent upon the availability of funding by the Teacher Preparation Pipeline Grant.
- E. JOHNSON, DAVID is to be employed as Interim Director of Student Development, Pos #3831, Office of Student Development, Saddleback College, Classified Management Salary Range CM07, Step 1, 40 hours per week, effective January 2, 2008. This is a temporary replacement position for Maria Besnard who resigned.
- F. KENNEDY, SHARON is to be employed as Senior Administrative Assistant, Pos #3750, Office of Career Technical Education and Workforce Development, Irvine Valley College, Classified Salary Range 127, Step 1, 40 hours per week, 12 months per year, effective December 12, 2007. This is a new position approved by the Board of Trustees on June 25, 2007.

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<sup>1</sup> Ms. Bartlomain is a previous permanent employee of Saddleback College, who resigned December 31, 2004.



**A. NEW PERSONNEL APPOINTMENTS - Continued**

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

- G. <sup>2</sup>LAKOW-ORAM, GINA is to be employed as Clerical Assistant (Categorical), Office of Admissions, Records and Enrollment Services, Saddleback College, Classified Salary Range 113, Step 2, 16 hours per week, 12 months per year, effective January 14, 2008. This employee has been rehired within 39 months per Board Policy 4201.3. This position is categorical funded with employment contingent upon the availability of funding provided by the Nursing Grant program.
- H. POHL, JUDITH is to be employed as Office Assistant, Pos #3453, Transfer Center, Division of Counseling Services and Special Programs, Saddleback College, Classified Salary Range 113, Step 1, 40 hours per week, 12 months per year, effective January 21, 2008. This is a replacement position for Eric Michael, who resigned.
- I. STENSKE, KARL is to be employed as Director of Production Management Pos #3771, School of Fine Arts, Irvine Valley College, Classified Management Salary Range CM07, Step 1, 40 hours per week, 12 months per year, effective January 7, 2008. This is a new position approved by the Board of Trustees on August 27, 2007.
- J. WEINSTEIN, TYLER is to be employed as Locksmith, Pos #2408, Facilities Maintenance, Office of Physical Plant, Saddleback College, Classified Salary Range 128, Step 3, 40 hours per week, 12 months per year, effective January 16, 2008. This is a replacement position for Phil Coppin, who resigned.

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>
<sup>1</sup> Bartlomain, Joyce	Sr. Admin. Assistant/SC	127/1	01/01/2008
Beeler, Gabriel	Library Assistant I/IVC	115/1	12/07/2007
Beeler, Gabriel	Library Assistant II/IVC	119/1	12/07/2007
Beeler, Gabriel	Library Assistant III/IVC	121/1	12/07/2007
Gates, Stephanie	Health Center Nurse/SC	135/1	12/03/2007
Im, Tesuk	Library Assistant I/IVC	115/1	12/07/2007
Im, Tesuk	Library Assistant II/IVC	119/1	12/07/2007
Im, Tesuk	Library Assistant III/IVC	121/1	12/07/2007
Kofford, Judy	Health Center Nurse/SC	135/1	11/30/2007
Mulligan, Michael	Stage/Set Carpenter/SC	128/1	11/26/2007
Righton, Marietta	Library Assistant I/IVC	115/1	11/26/2007
Righton, Marietta	Library Assistant II/IVC	119/1	11/26/2007
Righton, Marietta	Library Assistant III/IVC	121/1	11/26/2007
Verdugo, Noreen	Library Assistant I/IVC	115/1	12/07/2007
Verdugo, Noreen	Library Assistant II/IVC	119/1	12/07/2007
Verdugo, Noreen	Library Assistant III/IVC	121/1	12/07/2007

<sup>2</sup> Daughter of I. Antonia Lakow, Human Resources Specialist, Office of Human Resources, District; sister of Maria Lakow, Administrative Assistant, Information Technology Center, Saddleback College and William Lakow, Multimedia Technician, Media Services, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

3. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2007/2008** 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>
<sup>1</sup> Bartlomain, Joyce	Project Specialist/SC	\$ 20.00	12/15/07-12/31/07
Carson, Clayton	Coaching Aide/SC	15.00	11/14/07-06/30/08
Cho, Samuel	Coaching Aide/IVC	15.00	12/12/07-06/30/08
Danieli, Homa	Project Specialist/SC	16.00	11/26/07-06/30/08
Deyo, Michelle	Project Specialist/SC	20.00	01/01/08-06/30/08
Khani, Maryam	Project Specialist/SC	15.50	11/26/07-06/30/08
Mayoral, Michael	Coaching Aide/SC	15.00	12/05/07-06/30/08
Murtaugh, David	Coaching Aide/SC	15.00	12/06/07-06/30/08

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 **2007/2008** academic year.

<u>Name</u>	<u>Start/End Date</u>
De Lemos, Amelou	12/06/07-06/30/08
Kim, Ghet	12/03/07-06/30/08
Kondo, Asami	12/12/07-06/30/08

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 **2007/2008** 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>
Tran, Natalie	Tutor/IVC	\$ 12.00/hr	12/12/07-06/30/08

**B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS**

- CLERICAL ASSISTANT (CATEGORICAL), Pos #3611, Classified Salary Range 113, Office of Admissions, Records and Enrollment Services, Saddleback College, seeks authorization to eliminate this part-time, 20 hours per week, 12 months per year position from its staff complement, effective January 11, 2008. (Position approved by the Board of Trustees June 26, 2006)
- TELECOMMUNICATIONS AND NETWORK SERVICES MANAGER, Pos #3122, Classified Management Salary Range 07, Office of Information Technology, District, seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, effective February 1, 2008. (Position approved by the Board of Trustees November 16, 2004)



**B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS - Continued**

3. UTILITY CUSTODIAN, Pos #3660, Classified Salary Range 117, Advanced Technology and Education Park seeks authorization to eliminate this full-time, 40 hours per week, 12 months per year position from its staff complement, effective January 31, 2008. (Position approved by the Board of Trustees November 20, 2006)

**C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION**

1. BUILDING MAINTENANCE WORKER, Classified Salary Range 124, Advanced Technology and Education Park, seeks authorization to establish a full-time, 40 hours per week, 12 months per year position to its staff complement, effective January 1, 2008. (Job Description, Attachment 1)
2. CLERICAL ASSISTANT (CATEGORICAL), Classified Salary Range 113, Office of Admissions, Records and Enrollment Services, Saddleback College, seeks authorization to establish a part-time, 16 hours per week, 12 months per year position to its staff complement, effective January 14, 2008. (Job Description, Attachment 2)
3. CUSTODIAN, Classified Salary Range 113, Facilities Custodial, Office of Physical Plant, Irvine Valley College, seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective January 23, 2008. (Job Description, Attachment 3)
4. TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER, Classified Management Salary Range 08, Office of Information Technology, District, seeks authorization to establish a full-time, 40 hours per week, 12 months per year position to its staff complement, effective February 1, 2008. (Job Description, Attachment 4)

**D. RECLASSIFICATION**

1. DORSZ, JEFFERY, ID #12407, Telecommunications and Network Security Manager, Pos #3122, Classified Management Salary Range 07, Step 5, 40 hours per week, 12 months per year, Office of Information Technology, District, is to be reclassified to Telecommunications and Network Security Manager, Classified Management Salary Range 08, Step 5, 40 hours per week, 12 months per year, Office of Information Technology, District, effective February 1, 2008. This reclassification is contingent upon the approval of Items B2 and C4 of this agenda.
2. MONTIEL, RAMON, ID #14787, Utility Custodian, Pos #3660, Classified Salary Range 117, Step 2, 40 hours per week, 12 months per year, Advanced Technology and Education Park, is to be reclassified to Building Maintenance Worker, Classified Salary Range 124, Step 1, 40 hours per week, 12 months per year, Advanced Technology and Education Park effective January 1, 2008. This is a new position based on the proposed elimination of the Utility Custodian position referenced in Item B3, and the creation of the Building Maintenance Worker position referenced in Item C1 of this agenda.



**E. OUT OF CLASS ASSIGNMENTS**

1. BANES, SHERRI, ID #12881, Program Coordinator (Categorical), Pos #3768, a temporary out of class assignment, Classified Salary Range 134, Step 1, 40 hours per week, Division of Business Science, Vocational Education and Workforce Development, Saddleback College, out of class assignment has been extended to January 31, 2008. This temporary reassignment is in a vacant categorical funded position, with employment in this assignment contingent upon the availability of the NSF Grant funding.
2. KINDER, KENNETH, ID #15087, Lab Technician, Photography, Pos #3505, Classified Salary Range 122, Step 2, 40 hours per week, 12 months per year, Division of Fine Arts, Saddleback College, has been given a temporary change in assignment to Senior Lab Technician, Photography, Pos # 3324, Classified Salary Range 130, Step 1, 40 hours per week, Division of Fine Arts, Saddleback College, effective December 1, 2007. This is a temporary reassignment for Jon Longnecker.
3. MURAKAMI, KRISTINE, ID #9183, Library Technician, Pos #3777, a temporary out of class assignment, Classified Salary Range 125, Step 6, 40 hours per week, Office of Library Services, Irvine Valley College, out of class assignment has been extended from December 11, 2007 through January 9, 2008. This is a temporary reassignment for Lloyd Chittenden, who retired.

**F. LEAVE OF ABSENCE**

1. KELLY, CLOYCE, ID #1498, Police Officer, Pos #2579, Police Officer Salary Range 002, Step 6, 40 hours per week, 12 months per year, Office of Safety and Security, Saddleback College, has been approved to take a leave of absence without pay with benefits for three months effective February 1, 2008, and one month leave without pay and without benefits effective May 1, 2008.
2. WELCH, RICKY, ID #4821, Police Officer, Pos # 2572, Police Officer Salary Range 002, Step 6, 40 hours per week, 12 months per year, Office of Safety and Security, Irvine Valley College, has been approved to take a leave of absence without pay with benefits for three months effective January 1, 2008, and one month leave without pay and without benefits effective April 1, 2008.

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

1. LAKOW-ORAM, GINA, ID #10094, Clerical Assistant (Categorical), Pos #3611, Office of Admissions, Records and Enrollment Services, Saddleback College, resignation effective January 10, 2008. Payment is authorized for any compensated time off. (Initial Start date: May 25, 1999, Permanent Start date: December 12, 2006)
2. SPENCER, CAROL, ID #11045, Administrative Assistant, Pos #3402, Office of Purchasing and Facilities Planning, District, resignation effective January 4, 2008 and retirement January 5, 2008. Payment is authorized for any compensated time off. (Initial Start date: September 14, 2000, Permanent Start date: March 20, 2002)



## **H. VOLUNTEERS**

1. The following individuals are to be approved as Volunteers for the 2007/08 academic year.

Liberal Arts and Learning Resources, Saddleback College  
Langrell, Jenny

Health, Physical Education and Athletics, Irvine Valley College  
St. Amant, Erik

Humanities and Languages, Irvine Valley College  
Takenaka, Akemi

**ATTACHMENT 1**

South Orange County Community College District  
**BUILDING MAINTENANCE WORKER- Classified Salary Range 124**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

**SUMMARY DESCRIPTION**

Under general supervision from higher level supervisory or management staff, performs a full range of semi-skilled duties related to the maintenance, repair and cleaning of assigned buildings and facilities; may assist in skilled maintenance trades including plumbing, carpentry, HVAC, and electrical; operates a variety of maintenance and repair tools and equipment; and maintains current records of maintenance and repair work. May receive functional supervision, technical training and work direction from a higher-level building maintenance worker.

**DISTINGUISHING CHARACTERISTICS**

This is the journey level class within the Building Maintenance Worker series. Employees within this class are distinguished from the Lead Building Maintenance Worker in that the latter position serves as a lead worker over lower level building maintenance staff and is assigned the more difficult and complex work of the unit. Employees at the Building Maintenance Worker level are fully aware of the operating procedures and policies of the work unit.

**REPRESENTATIVE DUTIES**

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Perform a variety of semi-skilled maintenance and repair duties on campus structures, related physical facilities, equipment and grounds.
2. Make routine repairs and adjustments to buildings and facilities including doors, windows, cabinets, walls and partitions; repair floors and ceilings including hardwood floors, acoustical tile, asphalt tile and other composition material; repair carpeting.
3. Participate in plumbing installations and repairs as necessary; replace broken fixtures; unclog drains; remove obstructions from water and sewer systems; repair leaks.
4. Repair and prepare surfaces for painting; paint buildings, fixtures and equipment; paint or stain wood structures.
5. Excavate, prepare, form, pour and finish concrete; repair asphalt.
6. Perform minor repairs on rooftops; patch holes; clean out drain gutters.
7. Assemble, set up, move and arrange furniture and equipment; set up rooms as directed.
8. Lock and unlock doors; open and close campus buildings.
9. Operate and maintain a variety of hand and power tools including table saws, circular saw, planers, routers, sanders, airless paint sprayer, power drills and welding equipment.
10. Assist in performing carpentry work including structural fabrication, installation, repair and maintenance tasks during maintenance and repair, remodeling and new construction assignments.
11. Assist in laying and repairing floors and roofs including working with suspended and tile ceilings, asphalt tile and other composition materials; assist in installing carpeting.
12. Assist in constructing and repairing school and office furniture, counters, and equipment; assist in performing mill and cabinet work; assist in repairing metal cabinets as necessary.
13. Assist in building stairways, closets, partitions, cases and shelving; fit doors, windows, sashes, and screens.



South Orange County Community College District  
Page 2 - Building Maintenance Worker

REPRESENTATIVE DUTIES

14. Assist in installing and finishing metal frame walls, dry walls and wood paneling.
15. Maintain maintenance supplies and equipment.
16. May perform custodial duties including cleaning, stripping and waxing floors, cleaning restrooms and replenishing restroom supplies.
17. Assist other maintenance staff in performing assigned duties.
18. Perform related duties as required.

QUALIFICATIONS

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

Knowledge of:

Operations, services, and activities of a building maintenance program.  
Methods, materials, tools and equipment used in general building and facility maintenance and repair.  
Operational characteristics of maintenance and repair equipment and tools used in the area of assignment.  
Construction and maintenance methods and equipment.  
Properties of various kinds of woods.  
Basic mathematical principles.  
Methods, materials, and equipment used in custodial work.  
Pertinent building and construction codes and regulations.  
Principles and practices of record keeping.  
Occupational hazards and standard safety practices.

Ability to:

Perform a variety of semi-skilled repair and maintenance work on assigned buildings and facilities.  
Use and operate a variety of tools and equipment required for the work in a safe and efficient manner.  
Estimate time, material, and labor costs for maintenance and repair projects.  
Clean and care for assigned areas and equipment.  
Perform basic shop mathematics.  
Maintain a variety of records.  
Move heavy objects and perform heavy manual labor.  
Ensure adherence to safe work practices and procedures.  
Work cooperatively with other maintenance staff.  
Work independently in the absence of supervision.  
Understand and follow oral and written directions.  
Communicate clearly and concisely, both orally and in writing.  
Establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE GUIDELINES - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade supplemented by specialized training in general building maintenance.

South Orange County Community College District  
Page 3 - Building Maintenance Worker

EDUCATION AND EXPERIENCE GUIDELINES

Experience:

One year of building maintenance or general carpentry experience.

License or Certificate:

Possession of a valid driver's license and proof of insurability.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed in both indoor and outdoor field environments; travel from site to site; work at heights on scaffolding and ladders; exposure to noise, dust, grease, smoke, fumes, noxious odors, gases, and all types of weather and temperature conditions; work and/or walk on various types of surfaces including slippery or uneven surfaces and rough terrain. Occasional exposure to risks controlled by safety precautions. Positions may be required to work evenings and weekends.

Physical: Primary functions require sufficient physical ability and mobility to walk, and stand for prolonged periods of time; frequently stoop, bend, kneel, crouch, crawl, climb, reach, and twist; push, pull, lift, and/or carry moderate to heavy amounts of weights; operate assigned equipment and vehicles; verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Johnson & Associates - June, 2005  
Board of Trustees Approved – February 27, 2006



**ATTACHMENT 2**

South Orange County Community College District  
**CLERICAL ASSISTANT - CATEGORICAL FUNDED, Classified Salary Range 113**

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 supervision from assigned supervisory or management staff, performs a variety of clerical and administrative office support functions and duties of a general or specialized nature in support of the assigned grant funded program; maintains a variety of files and records; and provides information and assistance to students, faculty, staff, and the general public. May receive technical training and work direction from an academic bargaining unit program supervisor, an executive assistant, or an administrative assistant.

**DISTINGUISHING CHARACTERISTICS**

This classification is distinguished from similar classifications in that the position assigned to this class is categorically funded, not financed by District funds. The incumbent works with students and faculty to implement the activities of a grant program. Duties include assisting faculty and classified staff by performing administrative support and clerical functions that further the goals of the grant program and support division-wide activities and duties. Incumbents at this level typically receive instruction or assistance as new or unusual situations arise, and need to learn the operating procedures and policies of the work unit.

**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. Serve as receptionist for assigned grant funded program; receive office and telephone callers; provide material and information in response to requests for information related to program; convey telephone messages; refer callers to appropriate staff for further assistance as needed.
2. Verify and review materials, applications, records, files, and reports for completeness and conformance with established regulations and procedures; apply applicable policies and procedures in determining completeness of applications, records, files, and reports; collect and process appropriate information.
3. Type, word process, and proofread a variety of documents and forms including general correspondence, agendas, reports, and memoranda from rough draft, recordings, or verbal instruction; disseminate information as appropriate.
4. Maintain accurate and up-to-date files and records for assigned program; develop and monitor various logs, accounts, and files for current and accurate information; verify accuracy of information, researching discrepancies and recording information; organize and maintain filing systems.
5. Perform a variety of routine clerical accounting duties and responsibilities involved in financial record keeping and reporting for assigned area; maintain a variety of accounting records, logs, and files; compile information and data for statistical and financial reports; check and tabulate data.
6. Receive, sort, and distribute incoming and outgoing correspondence.

South Orange County Community College District  
Page 2 - Clerical Assistant - Categorical Funded

REPRESENTATIVE DUTIES

7. Provide program information to students and faculty; assist in preparing program materials; receive, sort, and deliver materials.
8. May prepare a variety of documents for publications and marketing pieces including brochures, flyers, event programs, and related materials.
9. Maintain office supplies and inventories; order, receive, and maintain office supplies and equipment; prepare and deliver requisitions, purchase orders, and work order forms.
10. Maintain calendar of activities, meetings, and various events for assigned staff; coordinates activities with others.
11. Schedule and prepare for a variety of meetings; prepare and distribute agendas; make arrangements for facility usage; attend meetings related to assigned program; take and prepare minutes as assigned; disseminate information as appropriate.
12. Utilize various computer applications and software packages; maintain and generate reports from a database or network system.
13. Operate office equipment including computer equipment, typewriter, calculator, copier, and facsimile machine.
14. Provide back up clerical support to other staff within the assigned area.
15. 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:

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Basic principles of business letter writing and basic report preparation.

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

Principles, practices, and procedures of basic fiscal, statistical, and administrative record keeping.

Basic principles and techniques used in public relations including methods and techniques of proper receptionist and telephone etiquette.

Basic mathematical concepts.

Work organization principles and practices.

English usage, grammar, spelling, punctuation, and vocabulary.

Ability to:

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

Learn, understand, interpret, and apply general administrative and office policies and procedures.



South Orange County Community College District  
Page 3 - Clerical Assistant - Categorical Funded

Ability to:

Learn the methods and standards used in processing College paperwork.

Perform a variety of office support and clerical duties and activities of a general and specialized nature for an assigned office.

Respond to requests and inquiries from students, staff, or the public; effectively present information in person or on the telephone to students, staff or the public.

Use sound judgment in recognizing scope of authority.

Type or enter data at a speed necessary for successful job performance.

Compile and organize data and information.

Maintain filing systems.

Exercise good judgment in maintaining information, records, and reports.

Plan and organize work to meet schedules and changing deadlines.

Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.

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

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

Work with and exhibit sensitivity to and understanding of the varied racial, ethnic, cultural, sexual orientation, academic, socio-economic, and disabled populations of community college students.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE GUIDELINES: Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade.

Experience:

Two years of general clerical or office experience preferably involving extensive public contact.

South Orange County Community College District  
Page 4 - Clerical Assistant - Categorical Funded

#### EDUCATION AND EXPERIENCE GUIDELINES

##### License or Certificate:

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

#### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

##### Environment:

Work is performed primarily in a standard office setting, typically 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.

##### Physical:

Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; to verbally communicate to exchange information; and may occasionally travel to other offices or locations to attend meetings or to pick up or deliver materials.

Vision: See in the normal visual range with or without correction.

Hearing: Hear in the normal audio range with or without correction.

Prepared by Johnson and Associates: June, 2006  
Approved by the Board of Trustees – June 26, 2006



**ATTACHMENT 3**

South Orange County Community College District  
**CUSTODIAN - Classified Bargaining Unit Salary Range 113**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

**SUMMARY DESCRIPTION**

Under general supervision from higher level supervisory and/or management staff, performs a full range of custodial duties related to the care, maintenance, and cleaning of assigned buildings and facilities; sets up and removes tables, chairs and equipment for meetings; and performs a variety of general tasks relative to assigned areas of responsibility.

May receive functional supervision, technical training and work direction from a higher-level custodian.

**DISTINGUISHING CHARACTERISTICS**

This is the journey level class within the Custodian series. Employees within this class are distinguished from the Lead Custodian in that the latter position serves as a lead worker over lower level custodial staff. Employees at this level are fully aware of the operating procedures and policies of the work unit.

**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. Clean and sanitize restroom facilities and fixtures including sinks, urinals and toilets; wash windows, mirrors and walls; clean and sanitize showers; replenish supplies in restrooms; clear minor drain blockages as necessary.
2. Sweep, vacuum, mop, wax, strip, and polish floors; vacuum and shampoo carpets.
3. Dust and polish furniture, woodwork, fixtures, and equipment; remove cob webs; clean desks and counter tops; clean chalk boards and white boards; replenish chalk; clean erasers.
4. Empty, clean and sanitize waste receptacles; pick up papers and other debris; empty pencil sharpeners.
5. Move and arrange furniture and equipment and set up rooms for conferences and meetings; operate District vehicle to pick up or deliver supplies as requested.
6. Lock and unlock buildings and facilities as required; disarm and secure alarms; ensure buildings are locked and safeguarded against unauthorized use.
7. Replace lights and adjust shades and blinds.
8. Regulate ventilation and temperature; clean air vents as required.
9. Identify and report building maintenance needs in assigned buildings and facilities.
10. Remove graffiti from surfaces as necessary.
11. Assist in maintaining custodial closet; receive, stock, organize and maintain supplies and equipment as necessary.
12. 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.

South Orange County Community College District  
Page 2 - Custodian

QUALIFICATIONS

Knowledge of:

Methods, materials, and equipment used in custodial work.

Safe work practices.

Methods and techniques of cleaning and preserving floors, furniture, walls and fixtures.

Operational characteristics of cleaning equipment and materials.

Proper methods of storing equipment, materials and supplies.

Occupational hazards and standard safety practices.

Ability to:

Perform the full range of custodial tasks.

Clean and care for assigned areas and equipment.

Learn to use a variety of custodial equipment, supplies and materials.

Operate and use a variety of custodial equipment, supplies and materials in a safe and effective manner.

Perform minor maintenance repairs on assigned equipment.

Use and monitor the need for a variety of custodial equipment and materials.

Work independently in the absence of supervision.

Understand and follow oral and written directions.

Work with and exhibit sensitivity to and understanding of the varied racial, ethnic, cultural, sexual orientation, academic, socio-economic, and disabled populations of community college students.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

EDUCATION AND EXPERIENCE GUIDELINES - Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Education/Training:

Equivalent to the completion of the twelfth grade.



South Orange County Community College District  
Page 3 - Custodian

### EDUCATION AND EXPERIENCE GUIDELINES

#### Experience:

Six months of custodial experience is desirable.

#### License or Certificate:

A valid California driver's license and proof of insurability may be required for some positions.

### PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

#### Environment:

Work is performed in both indoor and outdoor environments; travel from site to site; exposure to noise, dust, grease, smoke, fumes, noxious odors and gases; work and/or walk on various types of surfaces including slippery or uneven surfaces. Occasional exposure to risks controlled by safety precautions. Positions may be required to work evenings and weekends.

#### Physical:

Primary functions require sufficient physical ability and mobility to perform moderately strenuous manual labor; to stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; operate assigned equipment; 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.

Johnson & Associates - June, 2005  
Board of Trustees Approved – February 27, 2006

**ATTACHMENT 4**

South Orange County Community College District  
**TELECOMMUNICATIONS AND NETWORK SECURITY MANAGER - Classified**  
Management Range 08

DEFINITION

To serve as the primary technical manager of the District's network infrastructure, computer operations and telecommunications, IP telephony system and network security auditor, ensuring effective planning, design, evaluation, modification, maintenance, implementation and deployment of network infrastructure and security, and IP telephony infrastructure; and to perform a variety of high-level and hands-on technical work with wide area data networks WAN and local area networks LAN, including the development, engineering, operations, and coordination of IT security measures and IP telephony processes.

DISTINGUISHING CHARACTERISTICS

The incumbent assigned to this class serves as the administrator and technical resource for the security of networked systems and the operation of IP telephony systems, providing support for the District and both colleges.

SUPERVISION RECEIVED AND EXERCISED

Receives general direction and supervision from the Vice Chancellor of Technology and Learning Services.

Provides coordination, training, work direction, and assistance to College and District IT departments and staff in the administration and operation of the District's telecommunications systems.

Exercises direct supervision over assigned professional and technical staff; also coordinates contract vendors and provides technical direction to others outside the department serving on various district projects.

EXAMPLES OF DUTIES - Duties may include, but are not limited to, the following:

Design, install, customize, optimize, evaluate and monitor telecommunications hardware and software.

Assure timely, accurate, stable, reliable and continual District-wide telecommunication, computer operations for all District-wide networks, servers, systems, programs and services; assure the timely repair of all District computers and networks.

Audit, analyze and enhance network security and IP telephony services, policies, processes and practices.

Contribute to the implementation of new network systems; analyze requirements and coordinate problem solutions; develop plans and designs; prepare detailed technical operational specifications for the development and implementation of telecommunications and IP telephone system enhancements.

Assure the integrity and security of the District's networked computer systems and confidential data residing on its servers and hosts; monitor network and computer operations and assure protection from unauthorized use and/or intrusion.



South Orange County Community College District  
Page 2- Telecommunications and Network Security Manager

Respond, directly or through the Chancellor's office, to incidents or inquiries, from within the District or from outside agencies, pertaining to matters of District-wide security, use and/or abuse of the network, data and computing resources.

Coordinate and conduct engineering studies as needed; prepare technical reports; compile data evaluating and justifying requests for equipment and material to be included in the budget.

Analyze problems in the operation of the data infrastructure and security processes; initiate appropriate action for process improvement.

Assist District and College IT departments in the development and coordination of the telecommunication system and IP telephony, and with short and long-range network plans.

Develop cost estimates; research and recommend alternatives regarding operational requirements and budgetary constraints; maintain current knowledge of new technologies for application to District and college systems.

Interact and direct vendor service technicians and consultants in the installation and maintenance of telecommunication systems and IP telephony.

Create, track and maintain documentation of District-wide data infrastructure, including server hardware, cabling, conduit and equipment; monitor conditions of cabling and IDFs; coordinate changes when necessary.

Evaluate emerging and innovative technologies related to area of assignment and make proposals regarding their strategic use in serving the needs of students, faculty and staff; represent the District Information Technology department at meetings related to area of assignment; promote the District's position related to Information Technology.

Convene and provide leadership to design teams for District-wide projects.

Consult with students, faculty, staff and administration on the development and delivery use of assigned technology systems and services; convene or serve on design teams as appropriate.

Provide senior administrators and other District personnel with regular updates on projects and activities; interact directly with administrators with policy-level responsibility.

Coordinate with District and college IT when developing specifications for building infrastructure for telecommunication and network services; write bid specifications and coordinate with outside vendors for the purchase and installation of new or updated systems; coordinate, monitor and evaluate the work of external contractors, ensuring the timely completion of contractual requirements; assure the timely maintenance of complex telecommunication and network systems after installation.

Develop and administer budgets for assigned functions, programs and services; forecast future budgets requirements for technology systems, staffing, and facilities infrastructure; develop revenue building services and co-funding processes; approve technology purchases; monitor and control expenditure of funds.

Develop and communicate training plans associated with new security practices.

South Orange County Community College District  
Page 3- Telecommunications and Network Security Manager

Provide 911/E-911 switching architectural support.

Provide operator and attendant support including voice and data network support to help desk staff.

Maintain campus and District telephone directories.

Perform related duties as assigned.

QUALIFICATIONS

Knowledge of:

Theories and principles of design, development, implementation, integration, operation, maintenance and management of complex computer networks (LAN and WAN) and associated hardware, firmware, software, and data communications interfaces of both voice and video telecommunications systems and all associated ancillary equipment.

Characteristics, capabilities and uses of telecommunications network systems and security, and IP telephony processes, including data communication lines and equipment, data-access arrangement equipment, input and output devices, communication processors, line concentrators, telecommunications software, switching networks, multiplexers, terminals, modems and voice and video systems.

Communication network architectures, programmable protocol analyzers and telecommunications hardware.

Components, capabilities, uses of servers and other computer equipment.

Operation and application of wide variety of network software.

Troubleshooting methods and equipment use in the detection of malfunctions and the maintenance of optimum operating efficiency of the telecommunications network system and telephony security processes.

Modern information technology capabilities and trends.

Systems analysis, design and programming.

Project management theory and practice and techniques.

Principles of administration, supervision and training.

Documentation standards and procedures.

Community college mission and functions.

State and federal laws and district policies affecting information technology.

Budget preparation and control.

Computer networks.

Current computer hardware and peripherals.

Current computer systems software.

Oral and written communication skills, including public speaking and presentation.

Interpersonal skills including tact, patience and diplomacy.

Methods of training personnel on the new telecommunications systems and telephony security processes.

Ability to:

Plan, manage, organize and coordinate a variety of telecommunications personnel in order to ensure timely and effective communications services and security systems.

Act as team leader on server, telecommunications, security systems and IP telephony project making assignments, reviewing work and maintaining quality control.



South Orange County Community College District  
Page 4- Telecommunications and Network Security Manager

QUALIFICATIONS

Ability to:

Train other staff in principles of server systems, telecommunication systems and network security and IP telephony infrastructure, network engineering and operating principles of college and District equipment.

Recommend modifications, reconfigurations and upgrades to meet ever-changing mission requirements.

Create and write security guidelines and IP telephony procedures.

Work independently with minimum of direct supervision.

Establish and maintain cooperative and effective working relationships with others.

Communicate clearly and concisely, both orally and in writing, on technical subjects with those familiar and unfamiliar with technical matters.

Analyze technical problems accurately and recommend or take an effective course of action.

EXPERIENCE AND TRAINING GUIDELINES

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience:

At least five years of increasingly responsible work experience which demonstrates an ability to manage complex technology projects, two years of supervisory or management experience and two years of experience with higher education information systems involving telecommunications, networks, and servers and assuring security of confidential data highly preferred.

Training:

A Bachelor's degree from an accredited college or university with major course work in telecommunications, engineering, computer science, information technology, business or closely related field, including or supplemented by specific and recent training in telecommunications and computer systems management.

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: Moderate exposure to dust, grease, noise, inclement weather, temperature extremes and unpleasant but not hazardous odors. Occasional exposure to risks controlled by safety precautions. Frequency and severity are limited.

Physical Demands: Ability to maintain sustained posture or intense attentiveness for prolonged periods; lift and carry objects weighing less than 30 pounds; walk, push and pull on a regular basis; see to read all printed materials including fine print, computer screen and electronic displays; hear and understand voices to conduct face-to-face and telephone conversations; speak in an understandable voice with sufficient volume to be heard within a normal conversational distance, on the telephone, and when addressing groups; transport self to places necessary to perform job, including enclosed areas of building and on even and uneven surfaces.

Prepared by Marlys Grodt and Associates, January 8, 2008.

**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** Saddleback College: Veterans Memorial

**ACTION:** Approval

---

### **BACKGROUND**

The concept for building the on-campus memorial began on Veterans Day 2004, when the Saddleback College President, Dr. Richard McCullough called a committee made up of veterans and those interested in honoring the men and women who have served their country to discuss ways to permanently pay homage to veterans.

Two artists were called on for the task; Fred Olsen and Richard White, Chair of the Saddleback College Art Department, were slated to build the memorial, which they will construct on campus by using a "fire in place" Ceramics technique.

Saddleback College Art students will be participating in the construction of the Veterans Memorial by assisting in the "fire in place" technique. Using clay, this technique is an unconventional method of firing large hollow sculptures too large to fit in conventional kilns.

### **STATUS**

The Saddleback College Veterans Memorial will be placed in a central location on the Saddleback College campus enabling thousands of students, faculty, staff and local residents to see it and remember veterans each day. The memorial will feature a life-size silhouette of a member of the armed services, surrounded with fountains and light to illuminate the sculpture during the evening (Exhibit A.)

The Saddleback College Foundation is in the process of funding the Veterans Memorial for the Saddleback College campus. The purpose of the Memorial is to honor the service men and women affiliated with the College and the community. The cost of the structure will be paid by College Foundation Funds. Much of the labor for the project will be provided by faculty and students at the College. The cost of the Memorial is estimated to be around \$200,000. The College Foundation will front the cost with a plan to backfill with donations. To date, donations have continued to come in and it is anticipated that when the Memorial structure is completed we will see an increase in awareness of the Memorial and anticipate an increase in donations. At the completion of the Veterans Memorial the Saddleback College Foundation will donate the structure to Saddleback College.



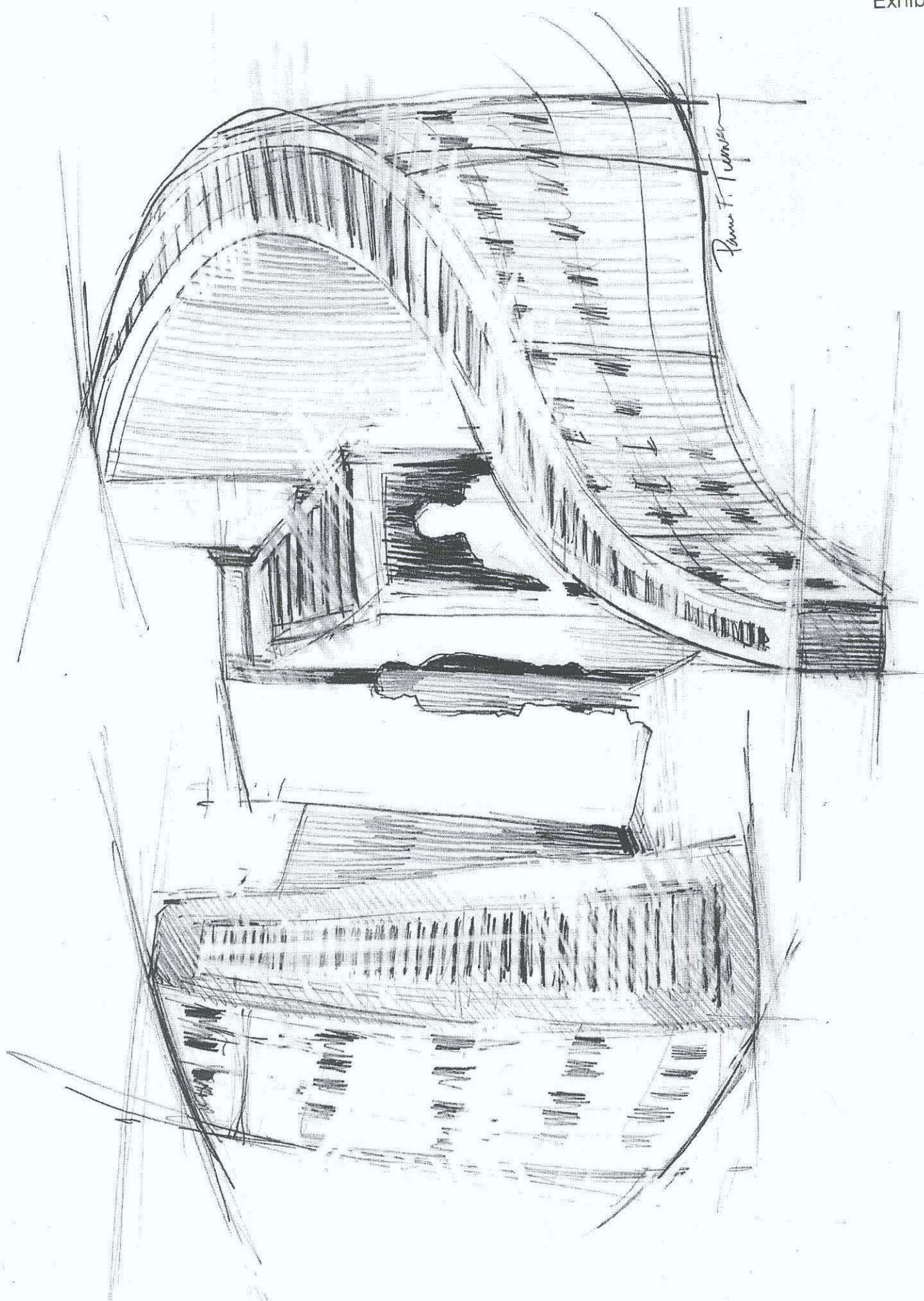
To date, there are a number of donations from individuals, service organizations and cities including: 1<sup>st</sup> Marine Division Association; American Legion Posts; Saddleback College ASG; Mission Viejo Rotary; Daughters of the American Revolution, Mission Viejo; City of Dana Point; City of Laguna Hills; City of Mission Viejo; City of San Clemente; and the City of Lake Forest.

The time line for the Memorial is to have the structure in place by the end of this Summer 2008. A presentation by local military veteran historians followed by a brief groundbreaking ceremony will be scheduled during the Spring 2008 semester that will be open to students and the public.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the concept of the Veterans Memorial to be constructed at Saddleback College.

Item Submitted By: *Dr. Richard McCullough, President*





**TO:** Board of Trustees

**FROM:** Dr. Raghu P. Mathur, Chancellor

**RE:** SOCCCD: Basic Aid Report

**ACTION:** Information

---

### **BACKGROUND**

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

### **STATUS**

EXHIBIT A shows actual Basic Aid receipts since the District became a Basic Aid District in 1999/2000, as well as the projects that the Board of Trustees has approved for funding with Basic Aid Funds. As of 1/22/08 Total Basic Aid Receipts of \$257.8M less Total Approved Projects in the amount of \$234.4M leaves an estimated uncommitted Basic Aid Fund balance of \$23.4M. EXHIBIT B shows actual and estimated expenditures for Basic Aid Funds through the 2007/2008 fiscal year. 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. EXHIBIT C shows in chart form estimated cumulative receipts, Board commitments, actual expenses, and cash balances through 2007/2008.

The District estimates receipts in future years as follows:

<b><u>Year</u></b>	<b><u>Basic Aid Receipts</u></b>
2007 – 2008	\$43,490,307
2008 – 2009	\$45,934,846
2009 – 2010	\$49,392,761
2010 – 2011	\$53,091,341
2011 – 2012	\$57,044,652

**South Orange County Community College District  
Board Approved Basic Aid Project Distribution  
As of January 22, 2008**

	1999-01	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07	Total
Actual Basic Aid Receipts	\$14,869,100	\$13,719,277	\$18,419,919	\$27,356,952	\$40,162,878	\$46,899,203	\$52,896,017	\$214,323,346
Estimated Basic Aid Receipts 2007/08								\$43,490,307
							<b>Total Receipts</b>	<b>\$257,813,653</b>
							<b>Total Approved Projects</b>	<b>\$234,385,060</b>
							<b>Estimated Uncommitted Basic Aid Funds</b>	<b>\$23,428,593</b>

Approved Projects	District-wide Gen. Exp.	ATEP	District Services	IVC	SC	Total
2003/04 College Retiree Benefit Liability Contribution				\$964,268	\$1,855,229	\$2,819,497
2003/04 College/District Contributions for Debt Retirement				\$527,929	\$1,015,724	\$1,543,653
2003/04 Special Trustee Election	\$453,867					\$453,867
2004/05 College Retiree Benefit Liability Contribution				\$1,046,634	\$2,008,856	\$3,055,490
2004/05 College/District Contributions for Debt Retirement			\$7,000	\$595,076	\$749,254	\$1,351,330
2004/05 Scheduled Maintenance Project				\$343,000	\$657,000	\$1,000,000
2004/05 Technology Needs for IVC, SC & District			\$665,000	\$1,413,275	\$1,470,140	\$3,548,415
2005/06 Allocation for Salary Schedule Restructure			\$354,301	\$1,422,791	\$2,467,908	\$4,245,000
2005/06 College Instructional Equipment Allocation				\$318,000	\$624,000	\$942,000
2005/06 College Retiree Benefit Liability Contribution				\$1,109,143	\$2,251,896	\$3,361,039
2006/07 College Retiree Benefit Liability Contribution				\$1,535,667	\$3,146,245	\$4,681,912
2007/08 College Retiree Benefit Liability Contribution				\$3,444,000	\$7,056,000	\$10,500,000
2005/06 College/District Contributions for Debt Retirement			\$94,000	\$604,464	\$787,254	\$1,485,718
2005/06 Scheduled Maintenance Project				\$330,000	\$670,000	\$1,000,000
2005/06 Technology Needs for IVC, SC & District			\$732,000	\$1,095,000	\$1,497,203	\$3,324,203
2006/07 Technology Needs for IVC, SC & District			\$800,000	\$1,095,000	\$2,500,000	\$4,395,000
2007/08 Technology Needs for IVC, SC & District		\$100,000	\$1,000,000	\$1,000,000	\$2,000,000	\$4,100,000
ATEP Operating Budget		\$4,553,957				\$4,553,957
ATEP Staffing, Equipment, Program Development		\$4,000,000				\$4,000,000
ATEP Renovation		\$8,160,983				\$8,160,983
ATEP Building Demolition		\$7,000,000				\$7,000,000
ATEP Hangar & Chapel Utilities		\$1,000,000				\$1,000,000
ATEP Site Development Negotiations		\$750,000				\$750,000
College Science Equipment & TV Studio Updates				\$500,000	\$500,000	\$1,000,000
College Sports Facilities				\$896,000	\$817,310	\$1,713,310
COPS Debt Retirement Contribution	\$34,400,000					\$34,400,000
IVC Business & Technology Innovation Center				\$10,182,000		\$10,182,000
IVC Design and Install Entrance from Barranca				\$730,000		\$730,000
*IVC Fine Arts Building				\$0		\$0
IVC Floor Repairs				\$62,500		\$62,500
*IVC Life Sciences Project				\$1,363,000		\$1,363,000
IVC Lot Expansion and Phase 1 of Lot 6				\$1,480,000		\$1,480,000



Approved Projects	District-wide Gen. Exp.	ATEP	District Services	IVC	SC	Total
IVC Maintenance and Police Facility				\$4,575,000		\$4,575,000
IVC Modular Building - AT100				\$370,000		\$370,000
IVC Performing Arts Center				\$17,180,000		\$17,180,000
IVC Utility Service Project				\$416,000		\$416,000
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs				\$514,000		\$514,000
IVC Modular Building Replacement (CEC)				\$200,000		\$200,000
IVC Science Lab Addition & Remodel				\$5,480,000		\$5,480,000
IVC A-300 Building Remodel				\$2,481,000		\$2,481,000
SC Building Repairs Math, Science Engineering Buildings					\$2,337,000	\$2,337,000
SC Building Repairs TAS Building					\$1,956,000	\$1,956,000
**SC Building Repairs/Library Remodel					\$4,829,000	\$4,829,000
SC Demolition of Lower Campus Buildings					\$1,719,000	\$1,719,000
SC Demolition 2007/08					\$1,000,000	\$1,000,000
SC Village Remodel					\$4,130,000	\$4,130,000
SC Final Project Proposals for Library Building Remodel					\$40,000	\$40,000
SC Golf Driving Range Net Replacement					\$300,000	\$300,000
SC Health Science/District Office Building			\$7,018,220		\$8,238,780	\$15,257,000
SC Hire Consultant for Parking/Traffic Study					\$48,500	\$48,500
SC McKinney Theater Lighting and Sound Systems Upgrade					\$1,335,000	\$1,335,000
SC Mold Abatement and Air Quality Improvements					\$9,006,000	\$9,006,000
*SC Science Building (M/S/E annex)					\$2,689,300	\$2,689,300
*SC Science/Applied Science Bldg					\$14,850	\$14,850
SC Temporary Classroom Facilities					\$7,269,285	\$7,269,285
SC McKinney Theater Restroom Remodel					\$2,542,000	\$2,542,000
SOCCCD: Replace HR & Bdgt Dev Systems			\$898,000			\$898,000
SOCCCD: Student Information System Upgrade-Phase I/Phase II			\$14,102,000			\$14,102,000
SOCCCD Districtwide Telephone System	\$4,500,000					\$4,500,000
SOCCCD Fiscal and HR Systems Repl.			\$27,500			\$27,500
SOCCCD Consultant for District Educational & Facilities Master Plan	\$370,010					\$370,010
SOCCCD HR Recruitment Work Plan			\$85,911			\$85,911
SOCCCD: Marketing, Outreach and Recruitment Efforts	\$229,830					\$229,830
SOCCCD Legislative Advocacy Services - Basic Aid	\$120,000					\$120,000
SOCCCD One-time Investment in Enrollment Management	\$100,000					\$100,000
SOCCCD Early Childhood Program	\$60,000					\$60,000
<b>Total Approved Projects</b>	<b>\$40,233,707</b>	<b>\$25,564,940</b>	<b>\$25,783,932</b>	<b>\$63,273,747</b>	<b>\$79,528,734</b>	<b>\$234,385,060</b>



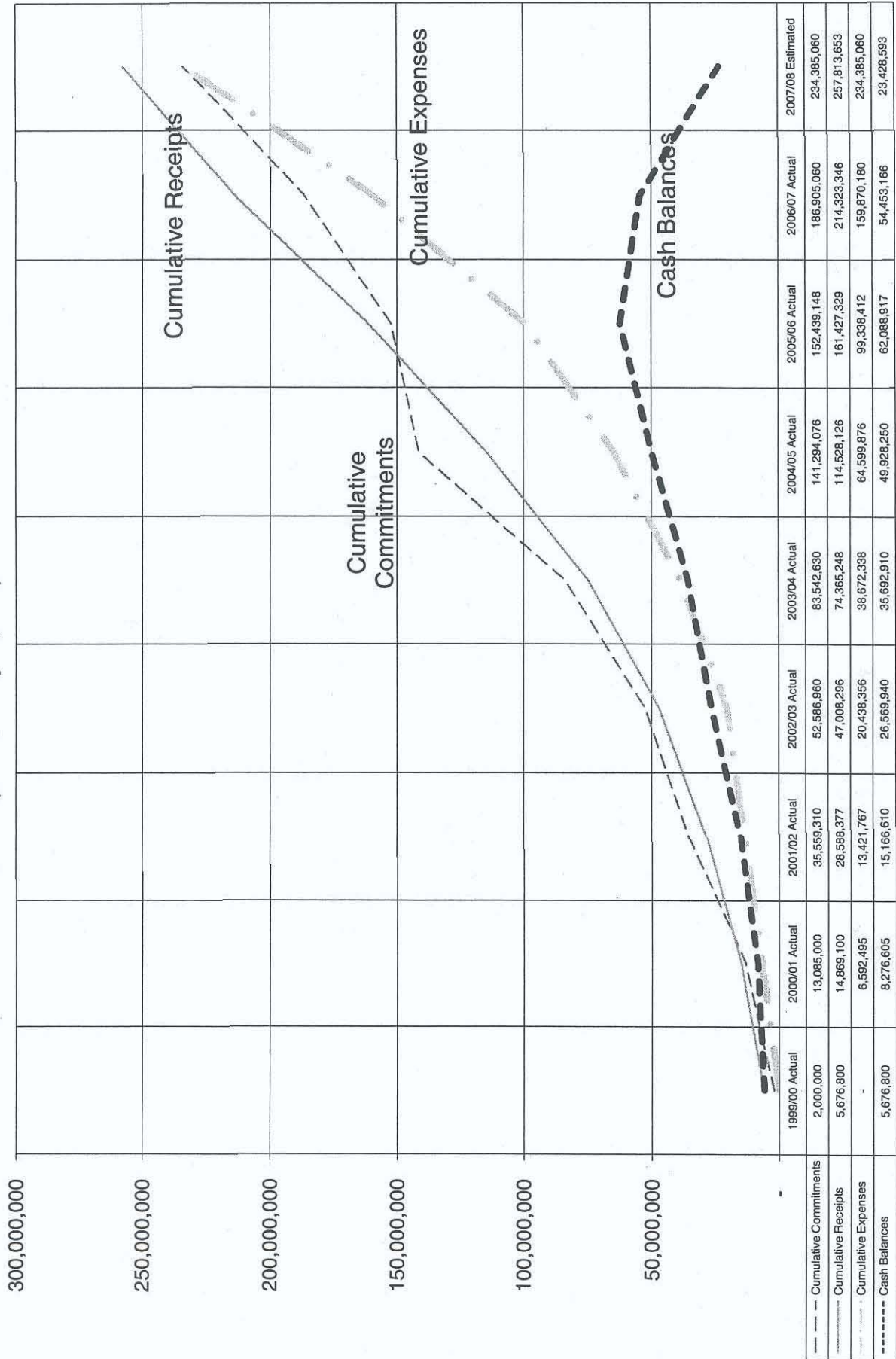
**South Orange County Community College District  
Expenditure History for Approved Projects**

Project Description	Approved Amount	1999/00 Actual	2000/01 Actual	2001/02 Actual	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Estimated	Total	Project Balance
2004/05 College Scheduled Maintenance Projects	1,000,000						381,124	272,888	345,988	-	1,000,000	-
2004/05 Technology Needs for IVC, SC, & District	3,548,415						2,394,994	1,140,549	12,872	-	3,548,415	-
2005/06 Allocation for Salary Schedule Restructure	4,245,000							4,245,000		-	4,245,000	-
2005/06 College Instructional Equipment Needs	942,000							492,000		450,000	942,000	-
2005/06 College Scheduled Maintenance Projects	1,000,000							627,312	372,688	-	1,000,000	-
2005/06 Technology Needs for IVC, SC & District	3,324,203							2,729,203	595,000	-	3,324,203	-
2006/07 Technology Needs for IVC, SC & District	4,395,000								4,395,000	-	4,395,000	-
2007/08 Technology Needs for IVC, SC & District	4,100,000									4,100,000	4,100,000	-
ATEP Operating Budget*	4,553,957						266,981	1,286,976	1,000,000	-	2,000,000	4,553,957
ATEP Staffing, Equipment, Program Development	4,000,000									4,000,000	4,000,000	-
ATEP Renovation	8,160,983					370,243	630,096	1,478,919	5,681,725	-	8,160,983	-
ATEP-Building Demolition	7,000,000									7,000,000	7,000,000	-
ATEP-Hangar & Chapel Utilities	1,000,000									1,000,000	1,000,000	-
ATEP-Site Development Negotiations	750,000									750,000	750,000	-
College/District Contributions for Debt Retirement	4,380,701									-	4,380,701	-
Debt Retirement Contribution	34,400,000		6,000,000	5,000,000	5,000,000	5,000,000	5,000,000	4,200,000	4,200,000	-	34,400,000	-
IVC Business & Technology Innovation Center	10,182,000							25,861	3,160,139	6,996,000	10,182,000	-
IVC Design and Install Entrance from Barranca	730,000							9,950	720,050	-	730,000	-
IVC Fine Arts Building	-									-	-	-
IVC Floor Repairs	62,500						57,458	882	4,160	-	62,500	-
IVC Life Sciences Project	1,363,000									1,363,000	1,363,000	-
IVC Lot Expansion and Phase 1 of Lot 5	1,480,000						1,500	222,418	1,255,082	-	1,480,000	-
IVC Maintenance and Police Facility	4,575,000						90,046	1,575,308	2,704,646	205,000	4,575,000	-
IVC Modular Building	370,000				303,790	65,666	544			-	370,000	-
IVC Performing Arts Center	17,180,000					57,850	623,625	4,235,617	12,262,908	-	17,180,000	-
IVC Science Equip & TV Studio	500,000		215,161	245,745	21,303	17,791				-	500,000	-
IVC Sports Facilities	896,000		20,671	875,329						-	896,000	-
IVC Utility Service Project	416,000							125,332	290,668	-	416,000	-
IVC Remove/Relocate IVC Maint., Police, Whse, & A-500 Bldgs	514,000							35,700	478,300	-	514,000	-
IVC Modular Bldg Replacement (CEC)	200,000								200,000	-	200,000	-
IVC Science Lab Addition & Remodel	5,480,000								4,120,000	1,360,000	5,480,000	-
IVC A-300 Bldg Remodel	2,481,000								158,900	2,322,100	2,481,000	-
Retiree Benefit Past Service Liability	5,329,628					1,129,408	1,223,940	1,346,334	1,629,946	-	5,329,628	-
Retiree Benefit Current Year Service Liability	8,588,310					1,690,089	1,831,550	2,014,705	3,051,966	-	8,588,310	-
Retiree Benefit Current Year Service Liability	10,500,000									10,500,000	10,500,000	-
SC Building Repairs - Math, Science Engineering Bldg	2,337,000						57,748			2,279,252	2,337,000	-
SC Building Repairs - TAS Building	1,956,000						26,775	97,135	632,090	1,000,000	1,956,000	-
SC Building Repairs -Library Remodel	4,829,000						37,892	-	496,000	4,295,108	4,829,000	-
SC Demolition of Lower Campus Buildings	1,719,000			11,928	430,115	523,330	15,917	737,255	455	-	1,719,000	-
SC-Demolition	1,000,000									1,000,000	1,000,000	-
SC-Village Remodel	4,130,000									4,130,000	4,130,000	-
SC Final Project Proposals for Library Building Remodel	40,000						40,000			-	40,000	-
SC Golf Driving Range Net Replacement	300,000							1,800		298,200	300,000	-
SC Health Science/District Office Building	15,257,000			29,334	1,076,099	7,151,418	6,786,700	189,994	23,455	-	15,257,000	-
SC Hire Consultant for Parking/Traffic Study	48,500						24,250	-	24,250	-	48,500	-
SC McKinney Theater Lighting and Sound Systems Upgrade	1,335,000					46,200	1,288,800			-	1,335,000	-
SC Mold Abatement and Air Quality Improvements	9,006,000							682,740	3,323,260	5,000,000	9,006,000	-
SC Science Building (M/S/E annex)	2,689,300									2,689,300	2,689,300	-
SC Science Equip & TV Studio	500,000		126,720	234,558	124,942	6,593	7,187			-	500,000	-
SC Science/Applied Science Bldg	14,850						14,850	-	-	-	14,850	-
SC Sports Facilities	817,310		229,943	432,378	60,340	50,603	26,695	17,351		-	817,310	-
SC Temporary Classroom Facilities	7,269,285						714	3,729,338	3,539,233	-	7,269,285	-
SC McKinney Theater Restroom remodel	2,542,000								168,080	2,373,920	2,542,000	-
SOCCCD: Replace HR & Bdgt Dev Systems	898,000							350,000	548,000	-	898,000	-
SOCCCD: Student Information System Upgrade-Phase I/Phase II	14,102,000								4,802,000	9,300,000	14,102,000	-
SOCCCD: Districtwide Telephone System	4,500,000					127,271	3,636,911	627,911	107,907	-	4,500,000	-
SOCCCD: Fiscal and HR Systems Repl.	27,500							27,500		-	27,500	-
SOCCCD: Hire Consultant for District Educational and Facilities M	370,010							370,010		-	370,010	-
SOCCCD: HR Recruitment Work Plan	85,911						85,911			-	85,911	-
SOCCCD: Legislative Advocacy Services - Basic Aid	120,000						24,000	27,000	26,000	43,000	120,000	-
SOCCCD: Marketing, Outreach and Recruitment Efforts	\$229,830							229,830		-	229,830	-
SOCCCD: One time Investment in Enrollment Management	100,000							100,000		-	100,000	-
SOCCCD: Early Childhood Program	60,000									60,000	60,000	-
SOCCCD: Special Trustee Election	453,867					453,867				-	453,867	-
Totals	234,385,060	-	6,592,495	6,829,272	7,016,589	18,233,982	25,927,538	34,738,536	60,531,768	74,514,880	234,385,060	-

	1999/00 Actual	2000/01 Actual	2001/02 Actual	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Estimated
Commitments	2,000,000	11,085,000	22,474,310	17,027,650	30,955,670	57,751,446	11,145,072	34,465,912	47,480,000
Cumulative Commitments	2,000,000	13,085,000	35,559,310	52,586,960	83,542,630	141,294,076	152,439,148	186,905,060	234,385,060
Receipts	5,676,800	9,192,300	13,719,277	18,419,919	27,356,952	40,162,878	46,899,203	52,696,017	43,490,307
Cumulative Receipts	5,676,800	14,869,100	28,588,377	47,008,296	74,365,248	114,528,126	161,427,329	214,323,346	257,813,653
Cumulative Expenses	-	6,592,495	13,421,767	20,438,356	38,672,338	64,599,876	99,338,412	159,870,180	234,385,060
Cash Balances	5,676,800	8,276,605	15,166,610	26,569,940	35,692,910	49,928,250	62,088,917	54,453,166	23,428,593



**South Orange County Community College District**  
**Basic Aid Receipts, Commitments, Expenses and Cash Balances**  
 (As of January 22, 2008)



**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Facilities Plan Status Report  
**ACTION:** Information

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**BACKGROUND**

On August 30, 2004, the Board of Trustees received a list of projects under consideration for local funding and a report on the status of each project. The Board requested to be kept informed about these and other facilities projects.

**STATUS**

EXHIBIT A provides an up-to-date report on the status of current construction projects.



## FACILITIES PLAN STATUS REPORT January 22, 2008

### SADDLEBACK COLLEGE

#### 1. BGS BUILDING REPAIRS.

Remediation and repair work started on January 8, 2007, and is progressing according to *the revised* schedule. Interior remediation is 100% completed; site and building repair work is progressing and is 95% completed. The new window system has been installed. Several of the newly installed windows failed the initial water testing. The window system fixes are completed and water testing of the windows has resumed. The contractor is 100% complete with the application of the elastomeric coating system to the exterior of the building surfaces. A recommendation to approve a bid for casework and interior improvements *was submitted and board approved at the December meeting.* The project is scheduled for completion by the end of *April*, 2008.

#### 2. JAMES B. UTT LIBRARY REMODEL

The architect has completed the preliminary plans for this project and made the required submittal to the State Chancellor's Office on July 2, 2007. The State Chancellor's Office approved the preliminary drawings and released funding for working drawings. The architects are proceeding with the development of the working drawings. Construction is anticipated to start in September, 2008, and be completed by the end of December, 2009. The overall project budget is \$20,800,000 with a state contribution in excess of \$16,000,000 and a basic aid contribution of \$4,800,000.

#### 3. SCIENCES BUILDING

The architect has completed the FPP which was submitted to the State Chancellor's Office on June 28, 2007, along with the 5-Year Construction Plan.

#### 4. McKINNEY THEATER RESTROOMS

Meetings were held with college administration and staff to discuss target dates for start of construction pursuant to instruction and performance schedules. *Advertisement, bidding and award of the construction contract are underway. Construction is expected to start in early April, 2008 and be completed by the end of December, 2008.*

#### 5. REMODEL VILLAGE FOR SWING SPACE DURING LIBRARY REMODEL

On June 25, 2007, the Board approved funding in the amount of \$4,130,000 for this project. The Board also approved hiring R2A to provide architectural services. The Programming Phase of the project is complete. *In conjunction with faculty, staff and administration the architect has completed the finalized floor plan layouts and is commencing with construction documents development.*



## IRVINE VALLEY COLLEGE

### 1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

The architect has submitted additional add service requests. The District has requested written backup to verify agreement of extra costs prior to work commencing. Minor equipment orders remain. Warranty issues will continue through this year following construction completion. To date, total change orders represent 2.75% of the original contract amount.

### 2. BUSINESS, SCIENCE & TECHNOLOGY

Minor structural steel erection remains. The steel framing contractor has *framed the exterior*, a majority of the first floor *and has begun framing the second floor*. *The building is considered "dried in" with the installation of the dense glass exterior cladding*. The electrical and mechanical contractors are continuing roughing in the piping and conduit which will eventually be enclosed by finishes. A *potential* code change related to fire sprinkler requirements is under review. District Facilities staff meets with site staff weekly to define furniture and equipment needs. The project was 48% complete at the end of *November, 2007*. Project completion is anticipated in June, 2008.

### 3. MAINTENANCE AND POLICE FACILITY

The project is complete. Notice of Completion is *filed*. *Warranty issues will continue through this first year following construction completion*. Total change orders represent 4.83% of the original contract amount.

### 4. B-200 SCIENCE LAB ANNEX AND B-239 REMODEL

The architect submitted the completed working drawings to DSA on July 11, 2007. DSA Access Compliance is requiring additional accessible restroom facilities for this project. Prior to the costs for addressing the bathrooms, the architect estimates that additional \$1,360,000 will be required to complete this project. Rather than requesting additional funds now, a request will be submitted to the Board after bids are received and the exact amount of the shortfall is known. Construction is scheduled to start in *July, 2008*, and be completed in *June, 2009*.

### 5. A-300 REMODEL FOR MUSIC DEPARTMENT

The College and District completed review of the 100% working drawings and the architects have incorporated the comments into the final drawings. *The working drawings were submitted to DSA on December 21, 2007 and after approval of drawings by DSA, bidding and construction will follow*. Construction operations may affect instructional activities in other portions of the building. District representatives have met with college administration, faculty, and staff to discuss swing space options, scheduling, and logistics for project construction. This project will be completed by December, 2008.



**IRVINE VALLEY COLLEGE**

**6. LIFE SCIENCES PROJECT**

The state chancellor's office has recommended the Life Sciences building for inclusion in the 2008-09 state budget. If approved, preliminary plans for this project could start in September 2008, with a proposed construction completion of late 2011. The state estimates the total cost of this project at \$19,048,000 with \$17,488,000 from the state and \$1,560,000 from local contribution.

**ATEP**

**1. DEVELOPMENT OF ATEP SITE.**

Site development work is substantially complete. The parking lot handicap stalls are not in compliance with accessibility requirements. Work is expected to be completed by the Board meeting date. Total change orders represent 3.20% of the original contract amount.

**2. ATEP LAUNCH BUILDINGS**

ATEP campus was substantially complete in time for the start of fall semester. Punch list items are being addressed. 25% of the windows have been tested for water tightness with a 56% failure. The contractor is undergoing repair. The remaining windows will also be tested. To date, total change orders represent 3.01% of the original contract amount.

**3. ATEP CLEAN UP**

*The Clean Up contractor has completed the insurance review process with the City of Tustin and began clean up January 4, 2008. Clean up consists of tree and bush trimming, mowing grass and weeds, leaf and debris removal.*

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Monthly Financial Status Report  
**ACTION:** Information

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**BACKGROUND**

Monthly General Fund financial reports (EXHIBIT A) for the two colleges and the District are provided to the Board of Trustees to keep members regularly informed of current information and provide an alert to any significant changes in the projected year ending balance.

**STATUS**

The reports display the adopted budget, revised budget, and transactions through November 30, 2007. A review of current revenues and expenditures for the 2006/2007 fiscal year shows that they are in line with the budget.



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
General Fund Income and Expenditure Summary  
As of November 30, 2007

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
<b>SOURCES OF FUNDS</b>					
BEGINNING FUND BALANCE:		25,301,766	25,301,766	0	25,301,766
REVENUES:					
Federal Sources	8100-8199	\$ 2,152,459	2,158,762	6,303	80,271
Other State Sources	8600-8699	22,642,839	23,058,559	415,720	9,406,466
Other Local Sources	8800-8899	163,009,737	163,028,561	18,824	34,239,481
Total Revenue		187,805,035	188,245,882	440,847	43,726,218
BASIC AID		450,000	450,000	0	0
INCOMING TRANSFERS	8980-8989	241,003	168,013	(72,990)	0
<b>TOTAL SOURCES OF FUNDS</b>		<b>213,797,804</b>	<b>214,165,661</b>	<b>367,857</b>	<b>69,027,984</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	61,262,240	59,781,305	(1,480,935)	22,040,582
Other Staff Salaries	2000-2999	37,432,855	37,370,458	(62,397)	11,405,257
Employee Benefits	3000-3999	33,439,065	33,449,794	10,729	10,861,062
Supplies & Materials	4000-4999	5,182,680	5,084,037	(98,643)	1,012,568
Services & Other Operating	5000-5999	18,718,039	17,865,304	(852,735)	6,157,870
Capital Outlay	6000-6999	12,176,943	15,005,074	2,828,131	2,463,216
Payments to Students	7500-7699	439,231	455,928	16,697	233,509
Total Expenditures		168,651,053	169,011,900	360,847	54,174,064
OTHER FINANCING USES:					
Inter Fund Transfers Out	7300-7399	1,975,080	1,975,080	0	484,000
Basic Aid Transfers Out		32,403,771	32,403,771	0	0
Intra Fund Transfers Out	7400-7499	241,003	248,013	7,010	0
Debt Service	7100-7199	395,000	395,000	0	96,649
Total Other Sources (Uses)		35,014,854	35,021,864	7,010	580,649
<b>TOTAL USES OF FUNDS</b>		<b>203,665,907</b>	<b>204,033,764</b>	<b>367,857</b>	<b>54,754,713</b>
<b>ENDING FUND BALANCE</b>		<b>10,131,897</b>	<b>10,131,897</b>	<b>0</b>	<b>14,273,271</b>
Reserve for Economic Uncertainties		8,781,897	8,781,897	0	
Location Reserves for Economic Uncertainties		1,350,000	1,350,000	0	
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	\$ 0

**SADDLEBACK COLLEGE**

General Fund Income and Expenditure Summary  
As of November 30, 2007

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
<b>SOURCES OF FUNDS</b>					
LOCATION BEGINNING BALANCE		9,619,852	9,619,852	0	9,619,852
REVENUES:					
Unrestricted Budget Allocation		\$ 74,660,580	74,660,580	0	15,500,966
Restricted Budget Allocation		11,680,073	11,903,179	223,106	5,248,899
Total Revenue		86,340,653	86,563,759	223,106	20,749,865
BASIC AID		300,000	300,000	0	0
INCOMING TRANSFERS	8980-8989	161,003	168,013	7,010	0
<b>TOTAL SOURCES OF FUNDS</b>		<b>96,421,508</b>	<b>96,651,624</b>	<b>230,116</b>	<b>30,369,717</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	37,856,035	37,857,840	1,805	13,672,321
Other Staff Salaries	2000-2999	19,821,291	19,783,410	(37,881)	5,925,641
Employee Benefits	3000-3999	16,537,759	16,548,385	10,626	5,439,991
Supplies & Materials	4000-4999	3,653,224	3,547,301	(105,923)	691,336
Services & Other Operating	5000-5999	8,368,799	8,519,733	150,934	2,322,173
Capital Outlay	6000-6999	7,382,139	7,568,987	186,848	1,809,989
Payments to Students	7500-7699	141,258	157,955	16,697	102,651
Total Expenditures		93,760,505	93,983,611	223,106	29,964,102
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	1,500,000	1,500,000	0	250,000
Other Transfers	7400-7499	161,003	168,013	7,010	0
Debt Service	7100-7199	0	0	0	0
Total Other Sources (Uses)		1,661,003	1,668,013	7,010	250,000
<b>TOTAL USES OF FUNDS</b>		<b>95,421,508</b>	<b>95,651,624</b>	<b>230,116</b>	<b>30,214,102</b>
LOCATION OPERATING BALANCE		1,000,000	1,000,000	0	155,615
Reserve for Economic Uncertainties		1,000,000	1,000,000	0	0
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	0



**IRVINE VALLEY COLLEGE**  
General Fund Income and Expenditure Summary  
As of November 30, 2007

REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE		Adopted Budget	Revised Budget	Difference	Beg Bal & Receipts/ Expenditures
<b>SOURCES OF FUNDS</b>					
LOCATION BEGINNING BALANCE		2,823,009	2,823,009	0	2,823,009
REVENUES:					
Unrestricted Budget Allocation	\$	38,662,628	38,662,628	0	8,206,380
Restricted Budget Allocation		4,980,580	5,195,109	214,529	2,517,930
Total Revenue		43,643,208	43,857,737	214,529	10,724,310
BASIC AID		150,000	150,000	0	0
INCOMING TRANSFERS	8980-8989	80,000	0	(80,000)	0
<b>TOTAL SOURCES OF FUNDS</b>		<b>46,696,217</b>	<b>46,830,746</b>	<b>134,529</b>	<b>13,547,319</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	19,157,529	19,174,789	17,260	7,668,559
Other Staff Salaries	2000-2999	10,857,955	10,827,239	(30,716)	3,389,783
Employee Benefits	3000-3999	8,612,151	8,612,254	103	2,968,604
Supplies & Materials	4000-4999	1,102,733	1,110,622	7,889	271,431
Services & Other Operating	5000-5999	2,992,876	3,005,526	12,650	1,218,925
Capital Outlay	6000-6999	2,608,118	2,735,461	127,343	538,683
Payments to Students	7500-7699	297,473	297,473	0	130,858
Total Expenditures		45,628,835	45,763,364	134,529	16,186,843
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	242,382	242,382	0	234,000
Other Transfers	7400-7499	80,000	80,000	0	0
Debt Service	7100-7199	395,000	395,000	0	96,649
Total Other Sources (Uses)		717,382	717,382	0	330,649
<b>TOTAL USES OF FUNDS</b>		<b>46,346,217</b>	<b>46,480,746</b>	<b>134,529</b>	<b>16,517,492</b>
<b>LOCATION OPERATING BALANCE</b>		350,000	350,000	0	(2,970,173)
Reserve for Economic Uncertainties		350,000	350,000	0	0
<b>Nondesignated Budget Allocation</b>					
	\$	0	\$ 0	\$ 0	0

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Quarterly Financial Status Report  
**ACTION:** Information

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**BACKGROUND**

Title 5, California Code of Regulations, Section 58310 requires each community college district to prepare a Quarterly Financial Status Report based on measurements and standards as established by the Board of Governors and certified on forms provided by the Chancellor no later than forty-five days following completion of each quarter.

**STATUS**

The California Community Colleges Quarterly Financial Status Report, as of December 31, 2007, for the 2006/2007 fiscal year is attached (EXHIBIT A) for the Board of Trustees' information and review.



# CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE

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

CHANGE THE PERIOD

Fiscal Year: 2007-2008

Quarter Ended: (Q2) Dec 31, 2007

District: (890) SOUTH ORANGE

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2004-05	Actual 2005-06	Actual 2006-07	Projected 2007-2008
Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	137,400,879	152,922,213	168,463,854	168,592,445
A.2	Other Financing Sources (Object 8900)	0	250,000	85,022	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	137,400,879	153,172,213	168,548,876	168,592,445
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	98,228,007	109,096,586	117,782,460	142,602,252
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	38,603,888	40,666,330	52,839,132	34,771,864
B.3	Total Unrestricted Expenditures (B.1 + B.2)	136,831,895	149,762,916	170,621,592	177,374,116
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	568,984	3,409,297	-2,072,716	-8,781,671
D.	Fund Balance, Beginning	17,014,544	17,576,987	20,986,284	18,913,568
D.1	Prior Year Adjustments + (-)	-6,541	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	17,008,003	17,576,987	20,986,284	18,913,568
E.	Fund Balance, Ending (C. + D.2)	17,576,987	20,986,284	18,913,568	10,131,897
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	12.8%	14%	11.1%	5.7%

**I. Annualized Attendance FTES:**

G.1	Annualized FTES (excluding apprentice and non-resident)	21,569	20,044	22,969	22,969
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**II. Total General Fund Cash Balance (Unrestricted and Restricted)**

		As of the specified quarter ended for each fiscal year			
		2004-05	2005-06	2006-07	2007-2008
H.1	Cash, excluding borrowed funds				63,037,659
H.2	Cash, borrowed funds only				0
H.3	<b>Total Cash (H.1 + H.2)</b>	56,381,170	31,956,845	48,753,076	63,037,659

**V. 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)
J.	<b>Revenues:</b>				
J.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	168,592,445	168,592,445	97,377,820	57.8%
J.2	Other Financing Sources (Object 8900)	0	0	0	
J.3	<b>Total Unrestricted Revenue (J.1 + J.2)</b>	168,592,445	168,592,445	97,377,820	57.8%
J.	<b>Expenditures:</b>				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	142,609,262	142,602,252	57,363,387	40.2%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	34,764,854	34,771,864	679,287	2%
J.3	<b>Total Unrestricted Expenditures (J.1 + J.2)</b>	177,374,116	177,374,116	58,042,674	32.7%
K.	Revenues Over(Under) Expenditures (J.3 - J.3)	-8,781,671	-8,781,671	39,335,146	
L.	Adjusted Fund Balance, Beginning	18,913,568	18,913,568	18,913,568	

L.1	Fund Balance, Ending (C. + L.2)	10,131,897	10,131,897	58,248,714
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	5.7%	5.7%	

I. Has the district settled any employee contracts during this quarter? NO

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

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
			Permanent		Temporary			
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1:								
Year 2:								
Year 3:								
b. BENEFITS:								
Year 1:								
Year 2:								
Year 3:								

\* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

II. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? NO

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII.Does the district have significant fiscal problems that must be addressed? This year? NO  
Next year? NO

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)



CALIFORNIA COMMUNITY COLLEGES  
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-311Q  
CERTIFY QUARTERLY DATA

CHANGE THE PERIOD

Fiscal Year: 2007-2008

Quarter Ended: (Q2) Dec 31, 2007

District: (890) SOUTH ORANGE

Your Quarterly Data is ready for certification.  
Please complete the fields below and click on the 'Certify This Quarter' button

Chief Business Officer

CBO Name: Gary Poertner

CBO Phone: Use format 999-555-1212  
949-582-4664

CBO Signature: \_\_\_\_\_

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

Chief Executive Officer Name: Raghu Mathur, District Chancellor

CEO Signature: \_\_\_\_\_

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

Electronic Cert Date: \_\_\_\_\_

District Contact Person

Name: Beth Mueller

Title: District Director of Fiscal Services

Telephone: Use format 999-555-1212  
949-582-4661

Fax: Use format 999-555-1212  
949-347-0390

E-Mail: bmeuller@socccd.edu

Certify This Quarter

California Community Colleges, Chancellor's Office  
1102 Q Street Sacramento, California 95814-6511  
Send questions to Kuldeep Kaur, (916) 327-6818 [kkaur@ccco.edu](mailto:kkaur@ccco.edu)  
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**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** Written Reports  
**ACTION:** None

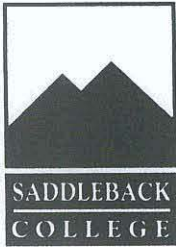
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**Written Reports**

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

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





## MEMORANDUM

TO: Members of the Board of Trustees  
Dr. Raghu P. Mathur, Chancellor

FROM: Dr. Richard D. McCullough, President

SUBJECT: REPORT FOR JANUARY 22, 2008 BOARD OF TRUSTEES'  
MEETING

### *Student Services*

Twenty-Two students participated in the Associated Student Government Spring Retreat held in Yucca Valley January 7 – 9. Facilitated by Interim Student Development Director Dave Johnson, the students had an opportunity to practice their leadership and organizational skills as they set goals and objectives for the Spring 2008 semester.

After a major move out of their offices in December to accommodate the installation of new flooring, the Department of Special Programs and Services and Extended Opportunities Programs and Services successfully re-opened the offices in time to assist students enrolling in the Spring semester.

The Center for Career and Life Development had an in-service presentation on January 8 for faculty and staff entitled, "Technology Your Students Know!"

Job search workshops were held in the Center for Career and Life Development every Monday, resume workshops every Tuesday, and interview workshops every Wednesday through the month of January.

### *Fine Arts*

On January 5, the Angels for the Arts and The International Guest Artist Series presented An Evening of Comedy & Magic to a sold-out house.

On January 18 & 19, the Department of Music presented a two-evening Spanish Guitar Celebration in the McKinney Theatre. On January 18, Saddleback instructor and guitarist, Randy Pile, performed with flutist Paul Fried. On January 19, Jason McGuire, one of the top flamenco guitarists in North America, performed with Yaelisa and other members of the Caminos Flamencos troupe.

On January 24 at noon in FA 101, a free concert was held as part of The Concert Hour featuring Saddleback faculty Dr. Norman Weston on piano and soprano Eileen O'Hern performing songs of love and loss.

On January 28 at 8 p.m. in the McKinney Theatre, our own Saddleback jazz faculty paid tribute to Curt Berg, Bolt Spillman and transcriptions of Art Blakey and the Jazz Messengers in their first concert of the Spring season.






# IRVINE VALLEY COLLEGE

## MEMORANDUM

### OFFICE OF THE PRESIDENT

**TO:** Chancellor Raghu P. Mathur and Members of the Board of Trustees

**FROM:** Glenn R. Roquemore, President 

**DATE:** January 10, 2008

**SUBJECT:** **President's Report for the January 22 Board of Trustees Meeting**

#### **Auditions for *Fiorello***

On January 22 and 23, student singers, dancers, and actors, seeking a part in Irvine Valley College's main stage spring production of *Fiorello* turned out for auditions. This production of the Tony and Pulitzer Prize-winning play about the life of Mayor Fiorello LaGuardia will be presented April 11, 12, 17, 18, 2008 at 8 p.m. and on April 13 and 19, 2008 at 2 p.m. Tickets are \$10 for students and seniors and \$11 for the general public.

#### **New daytime offering of Electronics 101**

IVC is now offering a daytime offering of Electronics 101 for students interested in studying basic electronic principles, components and terminology and their practical application in such areas as radio, television, computer, household and automotive electronics. This course transferable to CSU's will be offered Thursday's from 9 a.m. to 11:20 a.m. followed by a lab from 11:30 a.m. to 12:50 p.m. This class will fulfill the general education requirement for an AA or AS degree in the personal and practical resources category. No previous knowledge of electronics is necessary. This course introduces students to electricity and electronics to those with no previous knowledge or background in the field. This introductory course is ideal for students wishing to explore the field of electricity and electronics as a possible career choice. It includes lecture as well as practical hands-on laboratory instruction. It introduces the basic concepts, terminology, and symbology of electricity and electronics. It covers the principles and historical foundation of modern technology. Students will study how modern technological devices like computers, cell phones, digital cameras, and medical monitors work.

#### **Sean Joyce Honored at City Council Meeting**

At the December 11, 2007, Irvine City Council Meeting, Irvine Valley College President Glenn Roquemore presented Irvine City Manager Sean Joyce with a plaque honoring

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES: Thomas A. Fuentes, William O. Jay, David B. Lang, Marcia Milchiker, Nancy M. Padberg, Donald P. Wagner, John S. Williams  
Raghu P. Mathur, Ed.D., Chancellor; Glenn R. Roquemore, Ph.D., President, Irvine Valley College

*An Equal Opportunity Employer*

Joyce for his continued support for the college. The plaque featured an ad of Joyce in a recent edition of *OCMetro* magazine. In May 2007, Joyce was honored by Irvine Valley College as its alumnus of the year. After graduating from Irvine High School, Joyce attended Irvine Valley College, then went on to earn a Bachelor of Arts degree in political science from the California State University, Fullerton, as well as a Master of Public Administration degree.

### **IVC featured in *OC Metro* Magazine**

An article about IVC's new Performing Arts Center appeared on page 106 of *OC Metro* magazine (January 3). It is very nice feature article that spotlights the college. The article can be found at: [http://www.ocmetro.com/NEW\\_SITE/current\\_issue/pub\\_note.php](http://www.ocmetro.com/NEW_SITE/current_issue/pub_note.php)

### **Campus Holiday Activities**

On December 14, the IVC community once again supported IVC needy students and their children with an Adopt-A-Family Celebration. Santa, gifts, and a potluck luncheon highlighted the festivities held in the IVC cafeteria. Also, ASIVC sponsored its annual Angel Toy Tree drive benefiting the children of the Orange County fires. Toys, gifts cards, and cash donations were accepted throughout November and December to benefit boys and girls ages five to fifteen.

### **Racquettes Perform at Arsenal Game**

On December 9, at the Anaheim Convention Center, IVC Emeritus faculty member Beejay Janiga and a group of her students, the Meridian Sports Club Racquettes, performed the halftime show at the Anaheim Arsenal Game. The Anaheim Arsenal, is a semi-pro farm team for the NBA's Los Angeles Clippers, Atlanta Hawks, and Orlando Magic. The dance team has also performed in San Diego, Palm Springs, Reno Nevada, the San Fernando Valley, the Orange County Fair, the LA County Fair, Tustin Tiller Days, and many local venues in Southern California. Some of the Anaheim Arsenal's management staff saw Beejay and the other ladies perform at the Tustin Tiller Days and asked them to perform at one of their games.





## **MEMORANDUM**

To: Dr. Raghu P. Mathur, Chancellor;  
Members of the Board of Trustees

From: Dr. Robert J. Kopecky, Provost

Date: January 9, 2007

Re: **PROVOST REPORT** – January 22, 2008 Board of Trustees Meeting

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### ***ATEP Partnership Update***

Negotiations and progress continue with Camelot Entertainment, California State University, Fullerton, Chapman University and Young Americans. Provost Kopecky has been working with the partners and attorneys on the 3rd phase of the ERNA.

### ***Program Development***

Provost Kopecky and Dean Peterson are researching program development in the areas of Transportation, Construction and Biotechnology.

### ***Student Services and Instruction***

Dean Peterson is holding a faculty orientation during flex week; planning Summer 08 courses; and working with faculty and IVC on upgrades for the design model making & prototyping lab.

### ***Outreach, Marketing and Public Relations Efforts***

A direct mail campaign was done to 260 design model making businesses to promote the program and facilitate enrollment; More upgrades have been made to the ATEP website, particularly for the design model making and CACT programs; Advertising continues in the Tustin News, Irvine World News and Santa Ana Excelsior (Spanish) and OC Weekly. Online advertising is also being done in targeted and trackable segments on ocregister.com. Public service announcements continue to be sent weekly to announce registration and several articles have been pitched to the OC Register and OC Business Journal to promote spring course and the design model making program.