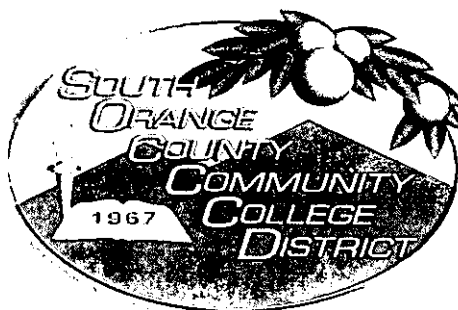


The vision of the  
South Orange County Community College District  
is to be an educational leader in a changing world.

# AGENDA

## Meeting of the Board of Trustees



**Tuesday, June 24, 2008**

Call to order: 5:00 p.m.

[Followed by Public Comments/Closed Session]

**Reconvene Open Session: 6:30 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, Hannah H.E. Lee – Student Trustee  
Raghu P. Mathur, Ed.D. - Chancellor



## Meeting of the Board of Trustees

June 24, 2008

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

### **1.0 PROCEDURAL MATTERS**

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

#### **1.2 Public Comments**

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

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

- A. Public Employee Appointment, Employment, Evaluation of Performance, Discipline, Dismissal, Release (GC 54957)
  - 1. Public Employee Discipline/Dismissal/Release (4 cases)
  - 2. Public Employee Appointment
    - a. President, Saddleback College
- 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
- D. Conference with Legal Counsel (GC 54956.9)
  - 1. Anticipated Litigation/Significant Exposure to Litigation (GC54956.9[b][1] and [3][A]) (3 cases)
  - 2. Initiation of Litigation (GC 54956.9[c]) (2 cases)

**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 Nancy Padberg

### **2.4 Resolutions / Presentations / Introductions**

Resolution: Jerry Hernandez, Irvine Valley College Head  
Basketball Coach, 250<sup>th</sup> Career Victory

Resolution: Advanced Technology & Education Park:  
One Year Anniversary

### **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)

## **4.0 DISCUSSION ITEMS**

### **4.1 Saddleback College, Irvine Valley College and ATEP: Emergency Preparedness**

Reports from Saddleback College, Irvine Valley College and ATEP on the status of emergency preparedness.

## **5.0 CONSENT CALENDAR ITEMS**

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

- 5.1 **SOCCCD: Board of Trustees Meeting Minutes**  
Approve minutes of a regular meeting on May 27, 2008.
- 5.2 **Saddleback College: Grant Acceptance, Community Collaborative**  
Approve acceptance of the \$450,000 award from the California Community College Chancellor's Office for the Community Collaborative Grant.
- 5.3 **Saddleback College: Notice of Completion: BGS Building Remediation and Repairs**  
Authorize filing of notice of completion for the BGS Building Remediation and Repairs project.
- 5.4 **Saddleback College: Amendment to the Agreements for Cosmetology and Cosmetician Education**  
Approve amendment to agreements with The James Albert School of Cosmetology.
- 5.5 **Irvine Valley College: Resolution No. 08-17: Declaring Intent to Lease Real Property**  
Adopt resolution and authorize proposals for the lease of property
- 5.6 **Irvine Valley College: Award of Bid: Soft Drink Supplier Agreement**  
Approve a 3-year agreement with Coca-Cola Enterprises for exclusive rights for the sale of soft drinks.
- 5.7 **Irvine Valley College: Business Sciences and Technology Innovation Center: Furniture Acquisition**  
Approve the purchase of classroom furniture with Yocum Business Furnishings in an amount not to exceed \$60,000.
- 5.8 **SOCCCD: Transfer Counselor Website/Transfer Leadership Center Grant**  
Approve transfer of the Transfer Counselor Website/Transfer Leadership Center grant to Santa Barbara Community College District.
- 5.9 **Saddleback College and Irvine Valley College: Community Education Programs, Fall Semester 2008**  
Approve Fall 2008 Community Education Programs for Saddleback College and Irvine Valley College.
- 5.10 **SOCCCD: Sabbaticals Changes**  
Approve revised sabbatical project for the 2007-08 academic year and acceptance of the request to rescind the Spring 2009 sabbatical.



- 5.11 **SOCCCD: Construction Management Services Pool 2008/09 – 2013/14**  
Approve the pool of four firms from which to draw construction management services.
- 5.12 **SOCCCD: Resolution No. 08-18: Appropriations Limit for 2008/2009 (Gann Limit)**  
Adopt resolution to establish the required appropriations limit for fiscal year 2008/09.
- 5.13 **SOCCCD: Speakers**  
Approve travel expenses for District speaker.
- 5.14 **SOCCCD: Reimbursement to Trustees for Mileage to and from Required Board Meetings**  
Approve reimbursement for mileage to Trustees.
- 5.15 **SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**  
Approve payment to Trustee absent from Board meeting.
- 5.16 **SOCCCD: Purchase Orders/Confirming Requisitions**  
Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P08-04871 through P08-05051 amounting to \$3,187,273.41 and P09-00041 through P09-00091 amounting to \$1,807,642.54. Approve confirming requisitions dated May 8, 2008 through May 29, 2008 totaling \$61,311.35.
- 5.17 **SOCCCD: Payment of Bills**  
Approve Check Nos. 070950 through 071731 processed through the Orange County Department of Education, totaling \$3,985,221.19; and Check Nos. 009208 through 009231, processed through Saddleback College Community Education, totaling \$27,047.11; and Check Nos. 008437 through 008439, processed through Irvine Valley College Community Education, totaling \$2,187.50.
- 5.18 **SOCCCD: Budget Amendment: Adopt Resolution No. 08-19 to Amend 2007-2008 Restricted General and Community Education Funds**  
Adopt resolution.
- 5.19 **SOCCCD: Transfer of Budget Appropriations**  
Ratify transfers as detailed.
- 5.20 **SOCCCD: Gifts to the District and Foundation**  
Approve acceptance of various donated items.

- 5.21 **SOCCCD: May/June 2008 Contracts**  
Ratify contracts as listed.

## **6.0 GENERAL ACTION ITEMS**

- 6.1 **SOCCCD: District Mission and Vision Statements and District-wide Goals 2008-09**  
Approve the District Mission and Vision Statements and District-wide Goals 2008-09.
- 6.2 **SOCCCD: Fiscal Year 2008-2009 Tentative Budget**  
Approve tentative budget as presented.
- 6.3 **SOCCCD: Five Year Construction Plan 2010/11 to 2014/15**  
Approve Five Year Construction Plan 2010/11 to 2014/15.
- 6.4 **SOCCCD: ATEP: Submittal of Long Range Plan to the City**  
Accept ATEP: Submittal of Long Range Plan to the City for review and study.
- 6.5 **Irvine Valley College: B200 Science Lab Annex and B239 Remodel, A300 Theater Secondary Effects Renovation: Hire Construction Management Firm.**  
Approve agreement with gkkworks for construction management in an amount not to exceed \$735,460.00.
- 6.6 **SOCCCD: Board Policy Revision: BP 5300.5 – Grade Changes, BP 5611 – Open Enrollment, Prerequisites, Corequisites and Advisories Policy, BP 6125 Student Travel: Field Trips and Excursions.**  
Approve Board Policy Revisions.
- 6.7 **SOCCCD: Board Policy Revision: BP 3008: Records Retention and Destruction, BP 118: Committees of the Board, BP 3201: Capital Construction, BP 3004: Public Records.**  
Accept Board Policy Revisions for discussion/approval.
- 6.8 **Saddleback College and Irvine Valley College: Health Fee Stabilization**  
Approve Health Fee Stabilization plan and a \$1 fee increase for 2008-09 academic year.
- 6.9 **Academic Personnel Actions**  
Approve New Personnel Appointments; Academic Temporary Part-time/Substitute Staff; Authorization to Establish and Announce a Faculty Position; Change of Status; Additional Compensation: General Fund; Additional Compensation: Categorical/Non-General Fund; Administrative Reassignment;

**6.10 Classified Personnel Actions**

Approve New Personnel Appointments; Authorization to Eliminate Classified Position and/or Position Numbers; Authorization to Establish and Announce A Classified Position; Authorization to Change a Classified Position Job Description; Assignment for Categorical Contract Manager; Change of Status; Out of Class Assignments; Resignation/Retirement/Conclusion of Employment; Volunteers.

**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**

Adopted budget, revised budget and transactions through May 31, 2008.

**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

JUNE 24, 2008

## ADVANCED TECHNOLOGY & EDUCATION PARK CELEBRATING ONE YEAR OF HIGHER EDUCATION OPPORTUNITIES FOR STUDENTS

Whereas, the Advanced Technology & Education Park has provided classes and services to a growing cadre of students, numbering over 400 in the Fall of 2007, over 550 in the Spring of 2008, and more than 520 for the Summer of 2008; and

Whereas, the small and dedicated staff at ATEP has persevered to establish the new campus on the former Marine Corps Air Station Tustin through the challenges of construction, processes of the City of Tustin and U.S. Department of the Navy, and the hardships of field conditions; and

Whereas, the opening of ATEP and continuing success of the master planning efforts for the campus are an effort of a team that includes district administrators and staff, and Irvine Valley College and Saddleback College administrators, faculty and staff; and

Whereas, long-range academic planning efforts for the 68 acre campus and partnerships with businesses and four year institutions are being successfully spearheaded under the leadership of Chancellor Raghu P. Mathur with strategic assistance from Deputy Chancellor Gary Poertner, Irvine Valley College President Glenn R. Roquemore and many others; therefore

Be it resolved that the Board of Trustees and the Chancellor of the South Orange County Community College District do hereby commemorate the first anniversary of the Advanced Technology & Education Park, Orange County's newest campus of higher education.

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

Hannah Hee Eun Lee, Student Member

Raghu P. Mathur, Ed.D., Chancellor



# RESOLUTION

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES

JUNE 24, 2008

## JERRY HERNANDEZ

IRVINE VALLEY COACH 250<sup>th</sup> CAREER VICTORY

Whereas, Irvine Valley College Head Basketball Coach Jerry Hernandez has earned two hundred and fifty game victories while coaching at IVC;

Whereas, Coach Hernandez led the 2007-08 team to its best ever start with a 23-2 record and finished the season one win short of state and with a record of 27-5 overall; and

Whereas, Coach Hernandez has coached IVC teams to the playoffs in nine out of the twelve years he has been in charge of the program; and

Whereas, Coach Hernandez has developed teams that have led the conference in either scoring defense or field goal percentage defense in seven of the past twelve years;

Whereas, Coach Hernandez has helped nearly fifty players receive scholarships at four-year colleges and universities, with sixteen players at Division I institutions; 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 Coach Jerry Hernandez for his outstanding leadership and dedication to the coaching of generations of Irvine Valley College student athletes.

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

Hannah Hee Eun Lee, Student Member

Raghu P. Mathur, Ed.D., Chancellor



**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** Saddleback College, IVC, and ATEP: Emergency Preparedness  
**ACTION:** Discussion

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**BACKGROUND**

A request was made for an update on emergency preparedness at Saddleback College, Irvine Valley College, and the Advanced Technology and Education Park.

**STATUS**

James Pyle, Deputy Chief of Police/Assistant Director, Safety and Security, Saddleback College, and Will Glen, Chief of Police/Director, Safety and Security, Irvine Valley College, will present a report, Exhibit A, on the status of emergency preparedness at Saddleback College, Irvine Valley College, and the Advanced Technology and Education Park.

Item Submitted By: *Dr. Donald L. Busche, Acting Vice Chancellor, Technology and Learning Services*

## EMERGENCY PREPAREDNESS UPDATE

### SADDLEBACK COLLEGE, IRVINE VALLEY COLLEGE, AND ATEP

#### EMERGENCY PREPAREDNESS UPDATE - SADDLEBACK COLLEGE

##### ***Agency Partnerships/Coordination***

- *OCSD & OCFA – Orange County Sheriff's Department and Orange County Fire Authority*
- *InfraGard – a partnership between the Federal Bureau of Investigation and the private sector, to include association of businesses, academic institutions, state and local law enforcement agencies, and other participants dedicated to sharing information and intelligence to prevent hostile acts against the United States.*
- *OCEMO – Orange County Emergency Management Operational Area*
- *OCTEWG – Orange County Terrorism Early Warning Group*
- *SDRTTAC – San Diego Regional Terrorism Threat Assessment Center*
- *Region One DRCCC – California Community College System Office Disaster Resistant California Community Colleges*

##### **Update 2007-08**

- December 2007 – Completed and submitted college-wide *Risk Assessment* to State Chancellor's Office Disaster Resistant Community Colleges Program.
- January 2008
- Replaced and upgraded the College Police Department's *Critical Incident Response equipment and capability*.
- All officers, including Chief and Deputy Chief, achieved fully trained and statute compliance in *Critical Incident Management and NIMS/SEMS/ICS*.
- February 2008 – replaced and upgraded back-up cellular telephones and computer air-card technology for the college's *Emergency Operations Center*.
- March 2008 – Completed *Train-the-Trainer certification* process for two college police employees, pursuant to California Community College System Office and statute requirements, to enable us to instruct NIMS/SEMS to all District employees in ICS-100, ICS-200, ICS-700, and ICS-800.
- April 2008 – Conducted emergency response and procedures awareness training for faculty and staff in *Math Science & Engineering Division, Health Sciences Division, and Liberal Arts and Learning Resources Division*.

##### **Upcoming Training and Exercise Schedule 2008**

- *Saddleback College P.D. – Emergency Response Team (ERT) table-top Command Post Exercise – July 18, 2008*
- *Staff Training – Disaster Preparedness Academy American Red Cross – October 1, 2008*
- *Saddleback College EOC and selected staff – Golden Guardian: The Great Southern California Shakeout – November 13-18, 2008*
- *Saddleback College P.D. – Emergency Response Team (ERT) Lockdown/ Evacuation Drill – Date TBD*
- *Staff Training – NIMS/ICS – Date TBD*

## **EMERGENCY PREPAREDNESS UPDATE - IRVINE VALLEY COLLEGE AND ADVANCED TECHNOLOGY EDUCATION PARK**

### **Emergency Operations Plan**

- Setting the Bar...From Basics to Readiness
- SEMS/NIMS Compliance

### **SEMS Compliance**

- Ensure implementation of mandates established by the Office of Emergency Services for emergency preparedness
- Includes:
  - Planning
  - Training
  - Exercise
  - Performance

### **NIMS Compliance**

- Achieve conformity with NIMSCAST
- National Incident Management System
- Capability Assessment Support Tool
- The Office of Emergency Services uses NIMSCAST to certify California's NIMS Compliance

### **NIMS Compliance**

- NIMSCAST Compliance Objectives:
  - Required in FY 2006     24
  - Required in FY 2008     1

### **The Plan**

- Draft and Update the IVC Emergency Operations Plan.
- Complete Supporting Documents
  - Conduct Risk and Vulnerability Asses
  - Complete Hazard Mitigation Plan
  - Complete Mutual Aid Agreements
  - Draft Specific and Multi-hazard Response Checklists

### **ATEP**

- Incorporate ATEP as a Department Operating Center with an EOC and Limited Response Capabilities.
- Ensure Communications Interoperability.

### **Implementation of Emergency Operations Plan**

- Select and Appoint Emergency Management Staff
- Identify and Purchase Needed Response Equipment



- Equip Emergency Operations Center
- Ensure Communications Interoperability

#### **Training**

- Identify and Schedule Staff Training
- Verify and Document Training Using Matrix

#### **Exercise**

- Conduct Annual 'Functional Exercise'
- Conduct Full Scale Exercises Every Three Years
- Host 2008 Point of Dispensing Exercise with OCHS and the City of Irvine
- Participate in Golden Guardian 2008

#### **SEMS/NIMS Compliance**

End Game . . . Urban Area Security Initiative Partnership with Access to Federal Homeland Security Grant Funds and IVC/ATEP Readiness December 31, 2008

**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 :

May 27, 2008 Regular Meeting of the Board of Trustees (Exhibit A)  
are submitted to the Board for review and approval.

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

**MINUTES OF THE BOARD OF TRUSTEES' MEETING**  
**May 27, 2008**

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

**PRESENT**

Members of the Board of Trustees:

Donald P. Wagner, President

John S. Williams, Vice President

William O. Jay, Member

David B. Lang, Member

Marcia Milchiker, Member

Nancy M. Padberg, Member

Hannah Lee, Student Member

Absent:

Thomas A. Fuentes, Clerk

Administrative Officers:

Raghu P. Mathur, Chancellor

Gary Poertner, Deputy Chancellor

Donald Busche, Interim Vice Chancellor, Technology and Learning Services

Richard D. McCullough, President, Saddleback College

Glenn Roquemore, President, Irvine Valley College

**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 Discipline/Dismissal/Release (3 cases)**

**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**

**D. Conference with Legal Counsel (GC 54956.9)**

**1. Anticipated Litigation/Significant Exposure to Litigation (GC54956.9[b][1] and [3][A]) (4 cases)**

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

**RECONVENE OPEN SESSION: 7:15 P.M.**

**2.0 PROCEDURAL MATTERS****2.1 Actions Taken in Closed Session****2.2 Invocation**

**Led by Trustee David B. Lang**

**2.3 Pledge of Allegiance Led by Trustee Donald P. Wagner**

**2.4 Resolutions / Presentations / Introductions Resolution: Patsy Emmert, Outstanding Classified Employee of the Year Irvine Valley College Resolution: Janice Mastrangelo, Outstanding Classified Employee of the Year Saddleback College Resolution: Paul Erik Austin, Outstanding Classified Employee of the Year South Orange County Community College District Swearing In of Student Trustee Hannah Lee**

**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**

Trustees Wagner, Jay, Williams, Milchiker, Lang and Student Trustee Lee gave reports.

**B. Chancellor's Report**

Chancellor Mathur gave a report.

**C. Board Requests for Report(s)**

**4.0 DISCUSSION ITEMS**

**4.1 Saddleback College and Irvine Valley College: Basic Skills/Student Success Initiative Reports from Saddleback College and Irvine Valley College on Basic Skills/Student Success Initiative.**

Dr. Don Busche, Interim Vice Chancellor of Education and Learning Services introduced Dr. Rajen Vurdien, Vice President of Instruction, Saddleback College and Dr. Craig Justice, Vice President of Instruction, Irvine Valley College, who gave reports on Basic Skills/Student Success Initiative at their respective colleges.

**5.0 CONSENT CALENDAR ITEMS**

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

Trustee Padberg requested items 5.9, 5.11, 5.12 and 5.13 be pulled. On a motion made by Trustee Lang seconded by Trustee Williams the remaining items were approved on a 6-0 vote.

**5.1 SOCCCD: Board of Trustees Meeting Minutes Approve minutes of a regular meeting on April 28, 2008 and a special meeting on May 12, 2008.**

**5.2 Irvine Valley College: Curriculum Revisions for the 2008-09 Academic Year Approve proposed changes in curriculum for the 2008-09 academic year.**

**5.3 Irvine Valley College: Forensics Team Activities 2008-09 Approve participation by the Forensics Team in the 2008-09 speech tournament at a total estimated cost not to exceed \$44,400.**

**5.4 Irvine Valley College: Change Order Requests: Business Sciences and Technology Innovation Center Approve change order requests with various trade contractors resulting in an increase of \$25,197.00. The total revised contract amount is \$15,076,628.00.**

**5.5 Saddleback College: Consultant Agreement to Provide Construction Management Services for Various Projects Approve consultant agreement with Michael E. Wilson of West Covina, California for Construction Management Services at \$50.00 per hour, plus reimbursable expenses, not to exceed \$99,000.00.**

**5.6 Saddleback College: Energy Master Supply Contracts Approve North American Energy Standards Board agreements with BP Wasatch Energy, Constellations New Energy and Shell Energy North American to begin negotiation for pricing of natural gas delivery.**

**5.7 SOCCCD: Destruction of Class 3 Disposable Records Approve destruction of documents.**

**5.8 SOCCCD: Renewal of Systems Maintenance Agreement for District-wide Network**

**Infrastructure Approve maintenance agreement with Metronome, Inc. in an amount of \$192,960.60.**

**5.9 SOCCCD: Resolution for Transportation Assistance**  
**Approve resolution 08-16 for transportation assistance.**

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

**5.10 Saddleback College and SOCCCD: Speakers Approve honorarium and travel expenses for speakers at Saddleback College and District.**

**5.11 SOCCCD: Trustees' Requests for Attending Conferences**  
**Approve trustee request to attend conference.**

On a motion made by Trustee Williams and seconded by Trustee Lang it was unanimously approved to extend the meeting to 9:30 p.m.

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

**5.12 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**  
**Approve payment to trustee absent from Board meeting.**

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

**5.13 SOCCCD: Authorization of Payment to Trustee Absent from Board Meeting**  
**Approve payment to trustee absent from Board meeting.**

On a motion made by Trustee Lang, seconded by Trustee Williams this item passed on a 5-0 vote with Trustee Milchiker abstaining.

**5.14 SOCCCD: Purchase Orders/Confirming Requisitions Approve purchase orders processed in accordance with the general priorities of the adopted budget and numbered P08-04324 through P08-04870 amounting to \$2,527,273.25 and P09-00020 through P09-00040 amounting to \$75,316.35. Approve confirming requisitions dated April 9, 2008 through May 7, 2008 totaling \$145,539.50.**

**5.15 SOCCCD: Payment of Bills Approve Check Nos. 069918 through 070949 processed through the Orange County Department of Education, totaling \$7,185,758.94; and Check Nos. 009190 through 009207, processed through Saddleback College Community Education, totaling \$254,761.08; and Check Nos. 008427 through 008436, processed through Irvine Valley College Community Education, totaling \$16,012.99.**

**5.16 SOCCCD: Budget Amendment: Adopt Resolution No. 08-13 to Amend 2007-2008 Restricted General and Community Education Funds Adopt resolution.**

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

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

**5.19 SOCCCD: April/May 2008 Contracts Ratify contracts as listed.**

## **6.0 GENERAL ACTION ITEMS**

**6.1 SOCCCD: Consolidated Elections for Members of Governing Boards**

**Resolution 08-11**

**Adopt resolution and order of Biennial Trustee election and specifications of the election order.**

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

**6.2 SOCCCD: District Mission and Vision Statements and District-wide Goals 2008-09**  
**Accept for review and study.**

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

**6.3 SOCCCD: Five Year Construction Plan 2008-09 to 2012-13**  
**Accept for review and study.**

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

**6.4 SOCCCD: ATEP Concept Plan and Long Range Plan**  
**Accept for review and study.**

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

**6.5 SOCCCD: Board Policy Revision: BP 5300 - Grading Policy, BP 6100 - Curriculum, BP 6115 - Community Education Programs, and BP 4072 - Domestic Partners**  
**Approve.**

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

**6.6 SOCCCD: Board Policy Revision: BP 5300.5 - Grade Changes, BP 5611 - Open Enrollment, Prerequisites, Corequisites and Advisories Policy, BP 6125 Student Travel: Field Trips and Excursions.**  
**Accept for Discussion/Approval.**

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

**6.7 SOCCCD: Board Policy Revision: BP 3008: Records Retention and Destruction, BP 118: Committees of the Board, BP 3201: Capital Construction, BP 3004: Public Records.**  
**Accept for review and study**

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

**6.8 SOCCCDL Contract, Neudesic LLC**

**Approve contract with Neudesic LLC for phase three of the Student Information System project at a cost of \$4,150,000.00.**

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

**6.9 SOCCCD: Consultant Agreement for Redevelopment Consulting Services - Public Economics, Inc.**

**Approve consultant agreement not to exceed \$135,000.00.**

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

**6.10 SOCCCD: Adopt Resolution No. 08-14: Establish Retiree Trust Fund for GASB 45 Compliance**

**Adopt Resolution No. 08-14.**

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

**6.11 Saddleback College and Irvine Valley College: Child Development Center Fee Schedule**

**Approve revised 2008-09 Saddleback College and Irvine Valley College child care monthly fee schedule.**

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

**6.12 Saddleback College: Architectural Agreement for Communication Art Program Swing Space**  
**Approve**

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

**6.13 SOCCCD: June and December Board Meeting Date Changes**

**Approve changes to the regular meetings of the Board of Trustees for June and December 2008.**

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

**6.14 Academic Personnel Actions**

**Approve New Personnel Appointments; Academic Temporary Part-time/Substitute Staff; Additional Compensation: General Fund; Additional Compensation: Categorical/Non-General Fund; Resignation/Retirement/Conclusion of Employment.**

Deputy Chancellor Poertner requested that in section D.2. of this agenda the name of Mary



McDonough be changed to Donna Gray.

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

#### **6.15 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; Out of Class Assignments; Leave of Absence; Resignation/Retirement/Conclusion of Employment; Authorization to Revise the Salary Schedule for the Non-Bargaining Unit, Temporary, Short Term Hourly Employees; Volunteers.**

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

#### **6.16 SOCCCD: Grant Acceptance, MAP Feasibility Study**

**Acceptance of Grant from the California Community College Chancellor's Office for the MAP Feasibility Study Report in the amount of \$65,000.00.**

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

### **7.0 REPORTS**

#### **7.1 SOCCCD: Certificate of Participation Debt Retirement**

**All COP issues retired on June 2, 2008.**

#### **7.2 Saddleback College and Irvine Valley College: Annual Accreditation Reports Annual accreditation reports.**

#### **7.3 Saddleback College, Irvine Valley College, and Advanced Technology and Education Park: Mission Statements Review of mission statements.**

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

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

#### **7.6 SOCCCD: Monthly Financial Status Report This report displays the adopted budget, revised budget and transactions through April 30, 2008.**

#### **7.7 SOCCCD: Quarterly Financial Status Report Information as of quarter ending March 31, 2000.**

### **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**

F/A President Lee Haggerty gave a report.

**I. California School Employees Association**

**J. Saddleback College Classified Senate**

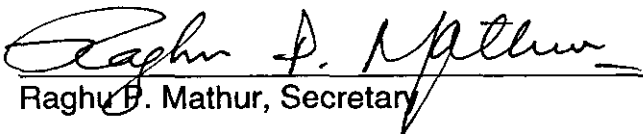
**K. Irvine Valley College Classified Senate**

**L. District Services Classified Senate**

**M. Police Officers' Association**

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

The meeting adjourned at 9:19 p.m.

  
Raghu B. Mathur, Secretary

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** Saddleback College: Grant Acceptance, Community Collaborative  
**ACTION:** Approval

---

**BACKGROUND**

In April 2008, Saddleback College submitted a proposal in response to the Governor's Career Technical Education Initiative Community Collaborative grant RFA No. 07-0170 and 07-0170a issued by the California Community Colleges Chancellor's Office (CCCCO). The grant proposal identified a need to bring together a consortia composed of community colleges, high schools, and Regional Occupational Centers and Programs (ROCPs) to develop regional articulation councils that will create seamless, non-redundant education and training that corresponds to economic demand; strengthen existing CTE sectors; establish career exploration programs for middle school and high school students; and meet critical professional development and capacity building needs.

**STATUS**

On May 19, 2008, the CCCCCO notified the College of its intent to award \$450,000 for the period June 1, 2008, through January 31, 2010, to fund the consortium efforts as presented in Exhibit A. Saddleback College will provide project direction and fiscal oversight of this grant. Consortium partners include Irvine Valley College, the five feeder high school districts, the two Regional Occupational Programs and Vital Link. Activities will include continuation of a 7<sup>th</sup> and 8<sup>th</sup> grade career development program; expansion of the Child Development Center program at Saddleback College to include children from 2 to 2-1/2 years of age; enhancement of the Human Development Program at Irvine Valley College and the Child Development and Educational Studies Program at Saddleback College; and the provision of staff development and externship opportunities to faculty at all partner institutions.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept this award of \$450,000 from the California Community College Chancellor's Office for the Community Collaborative Grant RFA 07-0170 and 07-0170a.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
UNIT APPLYING: SADDLEBACK COLLEGE**

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

1. **PROJECT TITLE:** Career Technical Education Community Collaborative
2. **PROJECT DIRECTOR:** Penny Skaff
3. **PROJECT ADMINISTRATOR:** Lise Telson
4. **GRANTOR AGENCY:** California Community Colleges Chancellor's Office
5. **FUNDING SOURCE:** California Community College Chancellor's Office, SB 70
6. **STARTING AND ENDING DATES OF THE PROJECT:** June 1, 2008—January 31, 2010.
7. **EXECUTIVE SUMMARY OF THE PROJECT (limit 125 words):**  
Saddleback College (SC), Irvine Valley College (IVC), Saddleback Valley (SVUSD), Capistrano (CUSD), Laguna Beach (LBUSD), Irvine (IUSD), and Tustin (TUSD) Unified School Districts, Coastline (CROP) and Capo-Laguna (CLROP) Regional Occupational Programs, and business partner Vital Link have formed a consortium to address the need for seamless, non-redundant education and training in California that corresponds to economic demand; strengthen existing CTE sectors; establish career exploration programs for middle school and high school students; and meet critical professional development needs and capacity building needs. The approach includes expansion of the existing 7<sup>th</sup> & 8<sup>th</sup> Grade Career Development project to the five USDs, expansion of the Child Development Center program at Saddleback College to include children from 2 to 2-1/2 years of age; enhancement of the Human Development Program at Irvine Valley College and the Child Development and Educational Studies Program at Saddleback College including stronger linkages to the local high school and ROP feeder programs; and the provision of staff development and externship opportunities to faculty at all partner institutions.

**8. SUMMARY BUDGET**

Grant Award	In Kind Matching	Indirect Costs	Project Total
\$469,700	\$74,303	\$18,066	\$544,003

**9. APPROVALS**

\_\_\_\_\_  
Division/School Dean

*Richard McCarty*  
\_\_\_\_\_  
President

\_\_\_\_\_  
Chancellor

*Rapin Vun*  
\_\_\_\_\_  
Vice President of Instruction/Students

*Jim Buschi*  
\_\_\_\_\_  
Vice Chancellor, Technology & Lrng Serv

## EXPENDITURES SUMMARY

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

	GRANT (Amount)	MATCHING* (In-Kind/Actual)	SOURCE OF MATCH (Partnership/College/Vendor)
1000 Certificated Salaries	\$ 114,220	5,000	College
2000 Classified Salaries	\$ 176,381	1,000	College
3000 Benefits	\$ 74,029		
4000 Supplies	\$ 3,135	3,552	College
5000 Contracted Services and Other Expenses	\$ 54,644	26,360	College
6000 Capital Outlay	\$ 29,225	38,391	College
Other Charges (e.g.: Indirect Costs)	\$ 18,066		
<b>TOTALS</b>	<b>\$ 469,700</b>	<b>74,303</b>	

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

### PROJECT PERSONNEL (reflects the Expenditure Detail above)

<u>Positions</u>	<u>Full-Time</u>	<u>Part-Time</u>	<u>New</u>	<u>Existing</u>
1. Overall Project Director	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. Child Dev & Educ Studies Project Dir	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Clerical support	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4. Outreach office support	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
5. Counseling intern	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
6. Infant/Toddler teacher	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

### PARTNERSHIPS (if applicable)

Partnership Name/Location Saddleback Valley, Capistrano, Laguna Beach, Tustin, Irvine USD

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

Partnership Name/Location Capo Laguna and Coastline ROPs; Vital Link

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

**TO:** Board of Trustees

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

**RE:** Saddleback College: Notice of Completion: BGS Building Remediation and Repairs

**ACTION:** Approval

---

**BACKGROUND**

On December 11, 2006, the Board of Trustees approved a contract with Harbor Construction Co., Inc., of Irvine, California, for the construction of the BGS Building Remediation and Repairs project at Saddleback College for the amount of \$6,564,000.00.

**STATUS**

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

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees authorize the filing of the Notice of Completion (EXHIBIT A) for the BGS Building Remediation and Repairs project at Saddleback College, and further authorize the release of the retention thirty five (35) days after the date of 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: BGS BUILDING REMEDIATION AND REPAIRS PROJECT AT SADDLEBACK COLLEGE, BID NO. 1060, the contract for the doing of which was heretofore entered into on the 11<sup>th</sup> day of DECEMBER, 2006, which contract was made with HARBOR CONSTRUCTION CO, INC., Irvine, California as Contractor; that said improvements were completed on APRIL 2, 2008, and accepted by formal action of the governing board of said District on the 24<sup>th</sup> day of JUNE, 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 SAFECO INSURANCE COMPANY OF AMERICA; 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

SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT OF ORANGE COUNTY  
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 to the Agreements for Cosmetology and Cosmetician Education

**ACTION:** Approval

---

**BACKGROUND**

California Education Code and Title 5 of the Administrative Code provide that the Board of Trustees may contract with a private post secondary school to deliver vocational education instruction. For the past thirty one years, the District has contracted with local beauty colleges to provide instruction in the Saddleback College Cosmetology, Manicuring and Cosmetician Programs.

On July 24, 2006, the Board of Trustees approved a two year agreement with The James Albert School of Cosmetology of Costa Mesa. This agreement allows for two, one-year renewal periods.

**STATUS**

The college recommends amending these agreements to accept the options for a one year renewal for the Cosmetology and Cosmetician contracts while modifying the terms and conditions to allow only those students already enrolled to complete their programs. The duration of these options is from July 1, 2008, to the date of the last enrolled student's program completion or discontinuation. New students will be served through a new contract set to go out to bid in July 2008.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve amendment (Exhibit A) to the agreements with The James Albert School of Cosmetology.



**AMENDMENT TO CONTRACTS  
FOR COSMETOLOGY AND COSMETICIAN EDUCATION  
FOR SADDLEBACK COLLEGE**

**June 24, 2008**

**THIS AMENDMENT** shall modify the original contracts dated July 25, 2006 by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter referred to as "DISTRICT," and JAMES ALBERT SCHOOL OF COSMETOLOGY, 281 E. 17<sup>TH</sup> Street, Costa Mesa, California 92627 hereinafter referred to as "CONTRACTOR."

**WHEREAS**, Article 21 of the original contract establishes that it may be extended under the same terms and conditions by mutual consent of both parties; and

**WHEREAS**, the attached list of students have a need to complete the required number of hours for their respective programs; and

**WHEREAS**, there is a need to ensure the continuation of instruction for students currently enrolled in classes at the James Albert School of Cosmetology; and

**WHEREAS**, CONTRACTOR is able and willing to continue providing the services covered by these contracts under the same terms and conditions until the listed students have completed their programs,

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

1. The term of the contracts shall be extended until all listed students have completed their respective programs or discontinued their programs.
2. During this extension period, CONTRACTOR shall only accept students currently enrolled at the James Albert School of Cosmetology through Saddleback College. There will be no new students added and no transfer students permitted.

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

**"DISTRICT"**

South Orange County Community College District

**"CONTRACTOR"**

James Albert School of Cosmetology

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

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

Title: Deputy Chancellor

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

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

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

**TO:** Board of Trustees

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

**RE:** Irvine Valley College: Resolution No. 08-17: Declaring Intent to Lease Real Property

**ACTION:** Approval

---

**BACKGROUND**

Education Code Section 81360 et seq., provides that a community college district governing board may lease property that is surplus to the instructional needs of the district. The district has an agreement with Sunrise Growers to maintain and harvest strawberries. Sunrise Growers is not interested in extending their lease with the district. The college has been approached by another agricultural contractor that is proposing to lease the land and grow strawberries or similar crop.

**STATUS**

The resolution appended to this agenda item (EXHIBIT A) provides the vehicle whereby the district declares an area of approximately 12 acres at the southwest corner of Irvine Valley College not needed by the district for classroom buildings at this time; requests bids for the use of such space from interested entities that may want to use it for agricultural purposes; and establishes the time and place where bids will be received and opened by the Director of Facilities Planning and Purchasing.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 08-17 (EXHIBIT A) authorizing the district's Director of Facilities Planning and Purchasing to request and open bid proposals for the lease of said portion of the Irvine Valley College campus.

Resolution No. 08-17

RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
DECLARING  
ITS INTENT TO LEASE REAL PROPERTY  
IRVINE VALLEY COLLEGE

June 24, 2008

**WHEREAS**, the South Orange County Community College District (the "District") is the owner of certain real property, commonly known as Irvine Valley College located at 5500 Irvine Center Drive, in the City of Irvine (the "College"); and

**WHEREAS**, the District has determined that approximately 12 Acres of property located on the southwest corner of the College campus (the "Property"), which are designated for future development, are not needed at this time for classroom buildings by the District for the College's instructional purposes; and

**WHEREAS**, this board desires to consider proposals for the lease of the Property to be used exclusively for agricultural purposes as approved by the District; and

**WHEREAS**, the successful bidder shall submit a proposal to include the Property subject to lease pursuant to the Education Code Sections 81360 through 81376.

**NOW, THEREFORE**, the Board of Trustees hereby resolves:

1. That this board does hereby announce its intention to receive and consider proposals for the lease of the Property, in accordance with the provisions of Education Code Section 81360 et seq.
2. The initial term for the Building Lease Agreement shall be for Five (5) years. The initial term of the Building Lease Agreement may be extended with the mutual consent of the parties.
3. The successful bidder shall use the Property exclusively for the purpose of agricultural use within the terms of the District's Lease Agreement for the Property.
4. The initial minimum annual written bid for the Property shall be Twenty Thousand No/100 Dollars (\$20,000.00) with a proposed deduction the first two years to cover the cost of land preparation. The written bid shall be for the lease of the land only, and does not include monthly/annual cost of utilities, maintenance, or other operational costs that must be borne by the successful bidder.
5. Bid proposal forms along with the proposed Lease Agreement and a detailed description of the site, may be obtained from the office of the Director of Purchasing of the South Orange County Community College District, located at 28000 Marguerite Parkway, Mission Viejo, CA 92692. The telephone number is 949/582-4678.
6. Pursuant to Education code Section 81372, the board delegates to Ms. Brandye K. D'Lena, Director of Facilities Planning and Purchasing, the authority to perform the duties of receiving, opening, examining, and declaring all bid proposals and the calling for oral bids.

7. Bid proposals for the lease of the Property shall be sealed and submitted on or before 2:00 P.M. on July 9, 2008, at the office of the Director of Facilities Planning and Purchasing. At this time, the sealed bid proposals shall be opened, examined and declared. Oral bids will then be called for. If upon the call for oral bidding, and responsible person's offer to enter into said Lease Agreement, upon the terms and conditions specified and for a price exceeding by at least five (5%) percent the highest written bid proposal for the lease of the Property, then the oral bid, which is the highest shall be finally accepted. Final acceptance shall not be made however until the oral bid is reduced to writing and signed by the offeror.
8. The final acceptance of the highest responsible bid proposal, either written or oral, will be made at the Board of Trustees meeting to be held at the District Board Room, located at 28000 Marguerite Parkway, Mission Viejo, California, on July 28, 2008, commencing at 6:30 P.M. The board may select the highest bid of any of the bids or, if it deems any action to be for the best public interest, it may reject any and all written or oral bids.
9. The District will not pay commissions on the Property subject to the Lease Agreement.
10. The Chancellor of this District or his designee is hereby authorized to give notice of the board's intent to lease the Property by posting copies of this resolution signed by the board or a majority of it, in three (3) public places in the District, and by publication of a Notice of Lease not less than once a week for three (3) successive weeks before the date of the meeting in a newspaper of general circulation published in the District or in the County in which the District or any part thereof is situated and having a general circulation in the County.

PASSED AND ADOPTED, by the Board of Trustees of the South Orange County Community College District, Orange County, State of California, on June 24, 2008.

\_\_\_\_\_  
President

\_\_\_\_\_  
Member

\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

Resolution No. 08-17  
RESOLUTION OF THE BOARD OF TRUSTEES OF THE  
SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
APPROVING THE  
INTENT TO LEASE REAL PROPERTY  
IRVINE VALLEY COLLEGE

June 24, 2008

STATE OF CALIFORNIA)  
COUNTY OF ORANGE )

I, Dr. Raghu P. Mathur, Secretary to the Board of Trustees of the South Orange County Community College District of Orange County, California, hereby certify that the above and foregoing Resolution was duly and regularly adopted by said Board at a regular meeting held on the 24<sup>th</sup> day of June, 2008.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 25<sup>th</sup> day of June, 2008.

---

Raghu P. Mathur, Ed.D.  
Secretary to the Board of Trustees

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** Irvine Valley College: Award of Bid: Soft Drink Supplier Agreement  
**ACTION:** Approval

---

**BACKGROUND**

The current five year agreement for the soft drink supplier at Irvine Valley College expires on June 30, 2008.

**STATUS**

On March 26, 2008, district staff held a mandatory pre-proposal meeting for Bid No. 293, to obtain a three year soft drink supplier agreement with two (2) one (1) year extensions. One vendor, Coca-Cola Enterprises, was present and their proposal was opened on April 22, 2008. A college committee has evaluated the proposal and recommends awarding the bid to Coca-Cola Enterprises based on the superior brand strength of their products and their partnership value to the college. The President supports the recommendation.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve a three year agreement with two (2) one (1) year extensions with Coca-Cola Enterprises for the exclusive rights for the sale of soft drinks at Irvine Valley College campus as defined in the attached EXHIBIT A.

## SOFT DRINK AGREEMENT

This Agreement is made effective as of July 1, 2008 (the "Effective Date"), by and between the SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT, hereinafter called the "DISTRICT", and COCA-COLA ENTERPRISES INC. D/B/A THE COCA-COLA BOTTLING COMPANY OF SOUTHERN CALIFORNIA, hereinafter called "CCE", for Irvine Valley College campus having its principal place of business at 5500 Irvine Center Drive, Irvine, CA 92618.

### RECITALS

WHEREAS, CCE is experienced in installing, operating, servicing and maintaining equipment for dispensing beverage products.

WHEREAS, CCE desires the right to be the exclusive supplier of beverage vending products to the Irvine Valley College.

WHEREAS, CCE has submitted a bid in response to an invitation to bid issued by the DISTRICT for the exclusive right to dispense beverage products at Irvine Valley College.

WHEREAS, the DISTRICT has determined that it is in the best interests of the DISTRICT to contract with CCE to provide services for the sale of beverage products at Irvine Valley College.

WHEREAS, the parties desire to confirm the terms and conditions under which the DISTRICT will contract with CCE to install, operate, service, and maintain all equipment dispensing beverage products at Irvine Valley College.

NOW, THEREFORE, in consideration of the mutual promises herein contained, the parties hereto agree as follows:

### AGREEMENT

#### 1. Definitions

(a) "Agreement Year" means each twelve-month period beginning with the first day of the Term.

(b) "Beverage" or "Beverages" means all nonalcoholic beverages, carbonated soft drinks and all non carbonated nonalcoholic beverages, including, but not limited to, fruit juices, fruit juice-containing drinks, and fruit-flavored drinks ("Fruit Drinks"); hypertonic, isotonic, hypotonic drinks, and energy and fluid replacement drinks ("Sports Drinks") and packaged waters. Milk, coffee and hot chocolate shall be specifically excluded from the definition of Beverages and will be made available through a separate vendor.

- (c) "Campus" means the entire premises of the Irvine Valley College including all athletic facilities and concession stands, and, for each building, the grounds, parking lots and vending areas. The Irvine Valley College Food Service location, specifically, the cafeteria located in the Student Services Building (the "Cafeteria"), is not included in the definition of Campus for the purposes of this contract.
- (d) "Competitive Products" mean any and all Beverages other than Products (as defined herein).
- (e) "Products" shall mean Beverage products purchased directly from CCE or sold through full service vending machines owned, stocked and serviced exclusively by CCE and include fountain drinks in the Cafeteria.
- (f) "College Year" means consecutive calendar days running from July 1 of a year through June 30 of the following year.
- (g) "Team" or "Team(s)" means all interscholastic athletic teams associated with the Irvine Valley College.

2. **Term**

The term of this Agreement shall be the three (3) year period beginning on the Effective Date hereof and ending on June 30, 2011 with two (2) one (1) year options for renewal under the same terms and conditions ("Term") unless sooner terminated as provided herein. Either party may choose not to exercise a renewal option by providing the other party with sixty (60) days written notice prior to the renewal.

3. **Renewal**

Both parties understand that at the termination of a five (5) year term the DISTRICT is required to send out requests for bids. After a five year term there is no possibility for automatic renewal. The DISTRICT will send out the request for bids to interested parties at least thirty (30) days prior to the expiration of the Term.

4. **Exclusive Beverage Availability Rights**

The DISTRICT hereby grants to CCE the following Beverage availability rights:

- (a) CCE shall have the exclusive right to make Beverages available for sale and distribution on Campus through beverage vending machines ("Vending Machines") and the right to provide all Beverages sold at athletic contests, booster club activities and all other special events conducted at any location on the Campus ("Special Events"). Subject to the terms and conditions set forth in this Agreement, the DISTRICT agrees that Products shall be the exclusive Beverages sold, dispensed or served or available on the Campus.



(b) CCE shall have the exclusive right to install Vending Machines throughout the Irvine Valley College campus. After coordination and agreement with Irvine Valley College, CCE shall have the further right to install additional Vending Machines in buildings and facilities acquired and/or constructed by the Irvine Valley College after the date of this Agreement. CCE shall install the Vending Machines at its sole expense including the addition of any necessary power and water connections as coordinated with Irvine Valley College. CCE shall have the right to place full trademark panels on all sides of its Vending Machines. CCE shall retain title to all Vending Machines. The DISTRICT agrees that all Vending Machines located on Campus shall exclusively vend 20 oz. Products.

(c) CCE's bottle/can Products shall occupy seventy-five percent (75%) of the space allotted to bottle/can Beverages at the Cafeteria and CCE's fountain Products shall occupy seventy-five percent (75%) of the space allotted to fountain Beverages at the Cafeteria.

5. **Pricing and Products**

(a) Vending products to be offered are certain Products as determined by CCE from time to time. The vend prices are listed in attached Exhibit B.

(b) Bottle and can pricing for Agreement Year One is listed in attached Exhibit A.

6. **Consideration**

In consideration of the exclusive rights granted in this Agreement, CCE shall pay to the DISTRICT the following:

(a) CCE shall pay DISTRICT an annual fee in the amount of Twenty Seven Thousand Five Hundred Dollars (\$27,500.00) (the "Sponsorship Fee") in each Agreement Year, provided DISTRICT meets the Annual Volume Commitment (as defined below). The Sponsorship Fee for each Agreement Year may vary, as set forth below, based on DISTRICT meeting a minimum volume of five thousand seven hundred twenty five (5,725) standard physical cases of bottle/can Products purchased by DISTRICT for sale at the Campus and/or sold through Sponsor's full-service Beverage vending machines at the Campus each Agreement Year (the "Annual Volume Commitment"). The Sponsorship Fee for each Agreement Year shall be paid to DISTRICT within sixty (60) days after the end of each Agreement Year and will be based on CCE's case sales records.

(i) If, at the end of Any Agreement Year, it is determined, based on CCE's direct delivery and vending case sales records, that the Annual Volume Commitment was not met in such Agreement Year, the amount of Sponsorship Fees for that Agreement Year will be reduced based on the percentage shortfall from the Annual Volume Commitment in that Agreement Year. For example, if at the end of Agreement Year One, CCE's sales records indicate that a total of 5,152 standard physical cases of applicable Product were purchased by DISTRICT for sale at the Campus and/or sold through full-service vending machines at the Campus in Agreement Year One (10% shortfall from the Annual Volume Commitment), the amount of Sponsorship Fees to

be paid to DISTRICT at the end of Agreement Year One would be reduced by 10% to a total of Twenty Four Thousand Seven Hundred Fifty Dollars (\$24,750).

(ii) If, at the end of any Agreement Year, it is determined, based on CCE's direct delivery and vending case sales records, that the Annual Volume Commitment was exceeded in such Agreement Year, the amount of Sponsorship Fees to be paid to District at the end of that Agreement Year would be increased by Four Dollars (\$4.00) per case for each standard physical case of applicable Product purchased by DISTRICT for sale at the Campus or sold through full-service vending machines at the Campus that exceeded the Annual Volume Commitment. For example, if at the end of Agreement Year One, CCE's sales records indicate that a total of 5,825 standard physical cases of applicable Product were purchased by DISTRICT for sale at the Campus and/or sold through full-service vending machines at the Campus in Agreement Year One (100 cases over the Annual Volume Commitment), the amount of Sponsorship Fees to be paid to DISTRICT at the end of Agreement Year One would be increased by Four Hundred Dollars (\$400.00) (100 multiplied by \$4.00) to a total of Twenty Seven Thousand Nine Hundred Dollars (\$27,900).

(b) CCE shall pay DISTRICT commissions on full-service Beverage vending sales based on the rates and initial vend prices as set forth in Exhibit B ("Commissions"). Commissions are calculated based on actual cash receipts collected by CCE from the Beverage vending Machines (after deducting taxes, shortages, refunds, state-mandated container deposits, associated handling fees, communication charges, and debit and credit card fees). Commissions shall not be payable on any sales from vending machines not filled or serviced exclusively by CCE. The Commissions will be paid on or about the 20th of each month following the month in which they are earned, with an accounting of all sales and monies in a form reasonably satisfactory to the DISTRICT, and shall become immediate property of DISTRICT.

At the request and instruction of DISTRICT, CCE agrees to pay the Sponsorship Fee and the Commissions to the Irvine Valley College Foundation President's Account.

## **7. Additional Consideration**

In addition to the consideration specified in Section 6 above, CCE shall provide the following further consideration to the DISTRICT.

(a) During each Agreement Year, CCE shall provide DISTRICT with a marketing fund in the amount of Three Thousand Dollars (\$3,000) (the "Marketing Fund"). The Marketing Fund shall be held and administered by CCE and will be used to provide DISTRICT with materials to support marketing initiatives to promote the sales of Products at the Campus. CCE will consider the input of the DISTRICT with regard to the distribution of the Marketing Fund. Any amounts in the Marketing Fund remaining unused at the end of each Agreement Year shall be rolled over into the Marketing Fund for the following Agreement Year. Any amounts in the Marketing Fund remaining unused at the end of the Term shall be retained by DISTRICT, unless marketing initiatives proposed by CCE have been rejected by DISTRICT, in which case CCE shall retain the funds.

(b) During each Agreement Year, CCE agrees to conduct two (2) promotional sampling events at the Campus. (Note the definition of Campus in section 1 above)

(c) On or about November 1<sup>st</sup> of each Agreement Year, CCE agrees to provide DISTRICT with side line kits consisting of the following items:

- 10-10 gallon water jugs
- 6- 7 gallon water jugs
- 2- 5 gallon water jugs
- 8- 6 bottle water carriers
- 130- 32 ounce water bottles
- 2,500/box- 8 ounce water cups
- 2 - 48 quart Ice Chest

8. **Competitive Products**

During the entire Term of this Agreement:

(a) No Competitive Products shall be sampled, sold, served or dispensed anywhere on the Campus.

(b) No permanent or temporary advertising, signage or trademark visibility for Competitive Products shall be displayed anywhere on the Campus, including locker rooms, sidelines and players benches.

(c) With the exception of the current agreement with PepsiCo which will expire on June 30, 2008, no agreement will be entered into or maintained by the DISTRICT pursuant to which Competitive Products will be associated with Irvine Valley College in any advertising or promotional activity that creates a relationship or connection between Competitive Products and the Irvine Valley College.

9. **Equipment and Service**

(a) CCE shall place vending machines (the "Equipment") based upon CCE's survey of the Campus needs. Any Equipment installation at Irvine Valley College shall be mutually agreed between the DISTRICT and CCE and subject to the DISTRICT's prior approval of the location of the Equipment. Irvine Valley College agrees that a minimum of fifteen (15) Vending Machines shall be placed on Campus throughout the Term.

(b) During the Term and at no cost to the DISTRICT, CCE will stock and service, if necessary, the Equipment and any additional Equipment determined by the parties to be installed at new locations on the Campus. CCE shall retain ownership in and title to all Equipment.

(c) The Equipment may not be removed from the Campus without CCE's written consent, and the DISTRICT and Irvine Valley College agree not to encumber the Equipment in any

manner or permit other equipment to be attached thereto except as authorized by CCE. At the end of the Term, CCE shall have the right to and, in the event another vendor is the successful bidder for the next term will be required to, remove all Equipment from the Campus at no expense to the Irvine Valley College.

(d) CCE's service of the Equipment will be provided during normal college hours, and CCE will not be obligated to provide service during periods in which it is prevented from doing so due to strikes, civil disturbances, or other causes beyond the control of CCE. CCE shall not be liable for damages of any nature arising out of delays in rendering service. CCE shall be responsible for the repair and replacement of Equipment to the extent necessary as a result of theft and vandalism.

10. **Product Stocking**

The Irvine Valley College shall permit CCE, its employees, agents and representatives to enter the Campus for purposes of servicing and stocking the Equipment during normal college hours.

11. **Taxes**

CCE shall be responsible only for the payment of taxes on the sales of Products through vending machines located at the Campus. CCE is not responsible for taxes payable related to commission income. CCE shall not be assessed common area maintenance fees based on its occupation of the space allocated to the Equipment.

12. **Representations, Warranties and Covenants**

(a) Each party hereto represents and warrants to the other that:

(i) it has full power and authority to enter into this Agreement and to grant and convey the rights set forth herein;

(ii) all necessary approvals for its execution, delivery and performance of this Agreement have been obtained and this Agreement has been duly executed and delivered and constitutes a legal, valid and binding obligation enforceable in accordance with its terms, and nothing contained in this Agreement violates, interferes with or infringes upon the rights of any third party;

(i) The signatory of this Agreement is duly authorized and empowered to bind the party to the terms and conditions of this Agreement for the duration of the Term; and

(iv) it has complied with all applicable laws, ordinances, codes, rules and regulations relating to its entering into this Agreement and its performance hereunder.

(b) Each of the parties hereto agree that (i) the representations, warranties and covenants contained herein shall survive the execution and delivery of this Agreement and (ii) except as

expressly set forth herein, neither party has made, and neither party is relying on, any representation or warranty, express or implied, with respect to the subject matter hereof.

13. **Indemnification**

(a) CCE will indemnify and hold the DISTRICT, Irvine Valley College, its Board of Trustees, officers, and employees harmless from and against any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties (including reasonable attorneys' fees) arising out of: (1) its breach of any term or condition of this Agreement; (ii) product liability suits resulting from the use or consumption of CCE's Products; and/or (iii) the negligence or willful misconduct of CCE.

(b) The DISTRICT will indemnify and hold CCE, its subsidiaries, affiliates or assigns harmless from and against any and all suits, actions, claims, demands, losses, costs, damages, liabilities, fines, expenses and penalties (including reasonable attorneys' fees) arising out of: (i) its breach of any term or condition of this Agreement; and/or (ii) the negligence or willful misconduct of the DISTRICT and Irvine Valley College.

(c) The provisions of this Section 13 shall survive the termination of this Agreement.

14. **Breach of Contract and Termination**

(a) If any of the material terms of this Agreement, including but not limited to the exclusive rights to sell any one or more of the Products within the defined Campus area, are terminated, violated, prohibited, or limited during the Term of this Agreement for any reason, other than by action or inaction of CCE, or other than by way of final judicial opinion, imposition, or modification of any local, state or federal laws and/or regulations, ("Affected Rights"), then CCE may give the DISTRICT written notice of such event and the DISTRICT shall have a thirty (30) day period within which to cure such breach. If the DISTRICT fails to cure such breach within a thirty (30) day period, CCE shall have the right to:

(1) (i) substitute other of its Products offered by CCE for the Products subject to such Affected Rights;

(ii) reduce CCE's ongoing fees including Sponsorship Fees and Commissions payable hereunder to an amount equal to the then-current ongoing fees CCE would pay for the right to market, sell or distribute the remaining Products as a result of such Affected Rights; and

(iii) recover an amount pursuant to Section 14 (a) (2) (i) (ii) and 14 (b) below relative to the Products subject to such Affected Rights, as determined by CCE.

Or

(2) (i) terminate this Agreement in its entirety; and

(ii) then CCE shall, without prejudice to any other right or remedy available to CCE, obtain a reimbursement from the DISTRICT of any unearned Sponsorship Fee paid by CCE to the DISTRICT for the Agreement Year in which such termination occurs.

(b) The DISTRICT may terminate this Agreement for any breach of this Agreement's material terms by CCE. The DISTRICT shall provide CCE with written notice of the breach and provide a thirty (30) day opportunity for CCE to cure such breach. If CCE fails to cure the breach within the thirty (30) day period, the DISTRICT may terminate the Agreement upon written notice to CCE and shall return any unearned and Sponsorship Fee already paid by CCE.

(c) Without prejudice to any other right or remedy available to either party at law or in equity of any event described below, this Agreement may be terminated by either party if:

(1) the other party, or any parent of such other party, shall:

(i) have an order for relief entered with respect to it, commence a voluntary case or have an involuntary case filed against it under any applicable bankruptcy, insolvency or other similar law now or hereafter in effect (and such order or case is not staying, withdrawn or settled within sixty (60) days thereafter) it is the intent of the parties hereto that the provisions of Section 365(e) (2)(A) of Title 11 of the United States Code, as amended, or any successor statute thereto, be applicable to this Agreement;

(ii) file for reorganization, become insolvent or have a receiver or other officer having similar powers over it appointed for its affairs in any court of competent jurisdiction, whether or not with its consent (unless dismissed, bonded or discharged within 60 days thereafter); or

(iii) admit in writing its inability to pay its debts as such debts become due.

15. **Notices**

Any notices or other communication hereunder shall be in writing, shall be sent via registered or certified mail, and shall be deemed given when received.

If to CCE:

Coca-Cola Enterprises Inc. d/b/a the Coca-Cola  
Bottling Company of Southern California  
1348 47<sup>th</sup> Street  
San Diego, CA 92102  
Attn: \_\_\_\_\_

Copy to: Coca-Cola Enterprises Inc.  
2500 Windy Ridge Parkway  
9<sup>th</sup> Floor  
Atlanta, GA 30339  
Attn: General Counsel

If to the DISTRICT South Orange County Community College District  
28000 Marguerite Parkway  
Mission Viejo, CA 92692  
Attn: Deputy Chancellor

Copy to: Irvine Valley College  
5500 Irvine Center Drive  
Irvine, CA 92618  
Attn: Vice President/Student Services

16. **Relationship of Parties**

The DISTRICT and CCE are acting herein as independent contractors and independent employers. Nothing herein shall create or be construed as creating a partnership, joint venture or agency relationship between any of the parties and no party shall have the authority to bind the other in any respect.

17. **Confidentiality**

Except as otherwise required by law or the rules or regulations of any national securities exchange or the rules or regulations of the DISTRICT, and the DISTRICT and CCE agree not to disclose any non-public, confidential or proprietary information to any third party other than to their respective directors, officers, employees, agents and advisors, as needed.

18. **Governing Law**

This Agreement shall be governed by and construed in accordance with the laws of the State of California.

19. **Insurance**

(a) Each party hereto maintains and agrees to maintain, at all times during the Term and for a period of three (3) years thereafter, a comprehensive program of risk retention and insurance with such insurance carriers and in such amounts of insurance coverage reasonably acceptable to the other party. Each party agrees to name the other, and each of its Affiliates, and their respective officers, directors, employees, agents, representatives and successors and assigns, as additional insured's on such insurance during the Term or have a blanket additional insured endorsement. Such insurance will contain a waiver of subrogation with respect to the additional insured's.

(b) Either party shall have the right, during the Term from time to time, to request copies of certificates of insurance and/or other evidence of the adequacy of the above insurance coverage's. CCE's insurer must provide the DISTRICT with a 30 day cancellation notice in the event that CCE's insurance policy is cancelled before the expiration date of *the term*.

20. **Force Majeure**

If the performance by either party hereto of its respective non-monetary obligations under this Agreement is delayed or prevented in whole or in part by acts of God, fire, floods, storms, explosions, accidents, epidemics, war, civil disorder, strikes, or any law, rule, regulation, order or other action adopted or taken by any federal, state or local government authority, or any other cause not reasonably within such party's control, whether or not specifically mentioned herein, such party shall be excused, discharged and released of performance only to the extent such performance or obligation is so delayed or prevented by such occurrence ("Force Majeure Period") without liability of any kind.

21. **Entire Agreement**

(a) This document is intended by the parties as the final and binding expression of their agreement and is a complete and exclusive statement of the terms thereof and supersedes all prior negotiations, representations, and agreements and no representations, understandings, or agreements have been made or relied upon in the making of this Agreement.

(b) No modification or waiver of any of the terms and conditions of this Agreement shall be effective unless such modification or waiver is expressed in writing and signed by each of the parties.

22. **Assignment: Binding Nature; Waiver**

To the extent permitted by law, this Agreement shall be binding upon and inure to the benefit of CCE and the DISTRICT and their respective successors and permitted assigns. Neither party may subcontract or assign its rights or obligations under this Agreement to any other entity or person without the express written consent of the other, which consent may be withheld at its sole discretion. No waiver by any party of any default or non-performance shall be deemed a waiver of any subsequent default or non performance.

23. **Savings Clause**

If any provision of this Agreement shall be deemed or declared unenforceable, invalid or void, the same shall not impair any of the other provisions contained herein which shall continue to be enforceable in accordance with their respective terms, except that this clause shall not deprive any party of any remedy afforded under this Agreement.



[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be duly executed as of the date first above written.

\_\_\_\_\_

South Orange County Community College District

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

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

Name: Jeff Sigmen

Name: Gary Poertner

Title: West Business Unit, VP On Premise

Title: Deputy Chancellor

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

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

Coca-Cola Enterprises, Inc. d/b/a The Coca-Cola Bottling Company of Southern California

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

Print Name: Suzy Higginbotham

Title: West Business Unit, VP Financa

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

**EXHIBIT A**  
**AGREEMENT YEAR ONE PRICING**

<b>Product</b>	<b>Price Per Standard Physical Case</b>
18oz Fuze	\$14.00
15.2oz Minute Maid Juice	\$21.00
20oz Carbonated Beverages	\$17.75
20oz Dasani	\$15.00
20oz PowerAde	\$18.00
32oz PowerAde	\$15.00
20oz Glaceau VitaminWater	\$24.96
1 Liter Glaceau SmartWater	\$21.00
16oz Energy Beverages	\$34.00
1 Liter Carbonated Beverages	\$14.50
1 Liter Dasani	\$13.00
12oz V-8 Splash	\$13.00
9.5oz Godiva Coffee	\$14.30

The prices set forth above shall automatically increase by 5% on the anniversary of the Effective Date during each Agreement Year. CCE shall have the right to increase prices by more than 5% in the event of a substantial increase in the cost of a material component of CCE's cost of goods, manufacture or delivery. In the event CCE increases prices by more than 5%, CCE will provide notice to DISTRICT in writing.

**EXHIBIT B**

**Vend Prices and Commissions**

**Vend Prices and Commissions for Agreement Years One through Two**

<b>Agreement Years 1-2</b>	<b>Vend Rate</b>	<b>Commission Rate</b>
12oz Fuze	\$1.50	20%
15.2oz Minute Maid Juice	\$1.50	15%
20oz Carbonated Beverages	\$1.25	20%
20oz Dasani	\$1.25	20%
20oz PowerAde	\$1.25	20%
20oz Glaceau Vitamin Water	\$1.50	10%
20oz Glaceau Smart Water	\$1.50	15%
16oz Energy Beverages	\$2.50	15%

**Vend Prices and Commissions for Agreement Years Three through Five**

<b>Agreement Years 3-5</b>	<b>Vend Rate</b>	<b>Commission Rate</b>
12oz Fuze	\$1.75	20%
15.2oz Minute Maid Juice	\$1.75	15%
20oz Carbonated Beverages	\$1.50	20%
20oz Dasani	\$1.50	20%
20oz PowerAde	\$1.50	20%
20oz Glaceau Vitamin Water	\$1.75	10%
20oz Glaceau Smart Water	\$1.75	15%
16oz Energy Beverages	\$2.75	15%

**TO:** Board of Trustees

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

**RE:** Irvine Valley College: Business Sciences and Technology Innovation Center: Furniture Acquisition

**ACTION:** Approval

---

**BACKGROUND**

On February 20, 2008, the Board approved hiring LPA as the furniture consultant for the Business Sciences and Technology Innovation Center. Nine classrooms must be furnished for Fall, 2008.

LPA met with district and college staff over a sixteen (16) week period to define the college staff's furniture preferences for phase one furnishings.

**STATUS**

Staff has selected classroom furniture from Yocum Business Furnishings of San Gabriel, California. The County of San Bernardino awarded Yocum Business Furnishings a contract on April 1, 2006, for furniture and equipment. Pursuant to Public Contract Code Sections 20118 and 20652 and contract language found in the County of San Bernardino contract, the district is eligible to purchase furniture by piggybacking from Yocum Business Furnishings through the County of San Bernardino contract.

The District and LPA met with Yocum Business Furnishings and has established the attached list, Exhibit A, of required classroom furniture to commence operation of a portion of the facility for the Fall 2008/2009 semester. Total cost of the office and classroom furniture will not exceed \$60,000. Purchases will be made within the term of the agreement awarded to Yocum Business Furnishings by County of San Bernardino.

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

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve of the purchase of classroom furniture from Yocum Business Furnishings for the Business Sciences and Technology Innovation Center in an amount not to exceed \$60,000.

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



**Yocum Business Furnishings**  
**809 West Santa Anita St**  
**San Gabriel, CA 91776**  
**P: 626.282.8428 F: 626.300.8438**

- QUOTATION -

Exhibit A  
Page 1 of 4

PROPOSAL: 35270

DATE: 06/05/08

PROJECT#: 030-000310  
QUOTE EXPIRES: Within 30 Days

**PROPOSAL FOR:**

**SHIP TO:**

IRVINE VALLEY COLLEGE

5500 IRVINE CENTER DRIVE  
IRVINE, CA 91618

ACCOUNT MANAGER  
FELICIA LEINONEN

TERMS  
NET 30 DAYS

IRVINE VALLEY COLLEGE

5500 IRVINE CENTER DRIVE  
IRVINE, CA 91618

County of San Bernardino Agreement #06-230  
SHIP VIA REQUESTED SHIP DATE:  
YBF

Line	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
T-1 TABLES - (LECTURE CLASSROOMS)					
1	132	CTRTA2460	Rectangular Worksurface, No Grommet / No Power Module, 24"d x 60"w	123.84	16,346.88
		B	Base		
		~A	Foundation Laminates		
		JG	Stainless		
		6	Straight Trim		
		S	Standard Corner		
		JY	Granite Edge Trim Finish		
2	264	CTCLSB242	C-Leg, Slender, Fixed Height, 24"d, Two Casters	65.52	17,297.28
		~Mica	Mica Colors		
		K	Silver (Textured)		
T-1 TABLES TOTAL - (LECTURE CLASSROOMS)					33,644.16
T-2 TABLES - (LECTURE CLASSROOMS)					
3	6	CTRTA2472	Rectangular Worksurface, No Grommet / No Power Module, 24"d x 72"w	149.04	894.24
		B	Base		
		~A	Foundation Laminates		
		JG	Stainless		
		6	Straight Trim		
		S	Standard Corner		
		JY	Granite Edge Trim Finish		
4	12	CTCLSA242	C-Leg, Slender, Adjustable Height, 24"d, Two Casters	79.92	959.04
		~Mica	Mica Colors		
		K	Silver (Textured)		

**Yocum Business Furnishings****809 West Santa Anita St****San Gabriel, CA 91776****P: 626.282.8428 F: 626.300.8438****- QUOTATION -**

Exhibit A

Page 2 of 4

PROPOSAL: 35270

DATE: 06/05/08

PROJECT#: 030-000310

QUOTE EXPIRES: Within 30 Days

**PROPOSAL FOR:****SHIP TO:**

IRVINE VALLEY COLLEGE

IRVINE VALLEY COLLEGE

5500 IRVINE CENTER DRIVE  
IRVINE, CA 916185500 IRVINE CENTER DRIVE  
IRVINE, CA 91618ACCOUNT MANAGER  
FELICIA LEINONENTERMS  
NET 30 DAYSSHIP VIA  
YBF

REQUESTED SHIP DATE:

County of San Bernardino Agreement #06-230

Line	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
			T-2 TABLES TOTAL - (LECTURE CLASSROOMS)		1,853.28
			T-3 TABLES - (BOARDROOM MEETING ROOM #101)		
5	35	CTFLTS1860	Rectangular Folding Table, T-Leg, Slender, 18"d x 60"w	296.28	10,369.80
		A	No Grommet / No Power Module		
		2	Two Casters		
		~A	Foundation Laminates		
		JG	Stainless		
		6	Straight Trim		
		S	Standard Corner		
		JY	Granite Edge Trim Finish		
		~Mica	Mica Colors		
		K	Silver (Textured)		
			T-3 TABLES TOTAL - (BOARDROOM MEETING ROOM #101)		10,369.80
			T-4 TABLES - (BOARDROOM MEETING ROOM #101)		
6	1	CTFLTS1872	Rectangular Folding Table, T-Leg, Slender, 18"d x 72"w	317.88	317.88
		A	No Grommet / No Power Module		
		2	Two Casters		
		~A	Foundation Laminates		
		JG	Stainless		
		6	Straight Trim		
		S	Standard Corner		
		JY	Granite Edge Trim Finish		
		~Mica	Mica Colors		
		K	Silver (Textured)		



**Yocum Business Furnishings**  
**809 West Santa Anita St**  
**San Gabriel, CA 91776**  
**P: 626.282.8428 F: 626.300.8438**

- QUOTATION -

Exhibit A  
Page 3 of 4  
PROPOSAL: 35270

DATE: 06/05/08

PROJECT#: 030-000310  
QUOTE EXPIRES: Within 30 Days

**PROPOSAL FOR:**

**SHIP TO:**

IRVINE VALLEY COLLEGE

IRVINE VALLEY COLLEGE

5500 IRVINE CENTER DRIVE  
IRVINE, CA 91618

5500 IRVINE CENTER DRIVE  
IRVINE, CA 91618

ACCOUNT MANAGER      TERMS  
FELICIA LEINONEN      NET 30 DAYS

SHIP VIA      REQUESTED SHIP DATE:  
YBF      County of San Bernardino Agreement #06-230

Line	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
			T-4 TABLES TOTAL - (BOARDROOM MEETING ROOM #101)		317.88
			TC-1 CARTS - (BOARDROOM MEETING ROOM #101)		
7	4	CTMT	Mobile Table Trolley	498.60	1,994.40
			TC-1 CARTS TOTAL - (BOARDROOM MEETING ROOM #101)		1,994.40
8	1	LABOR	Receive deliver and assembly (174) Teknion Training Tables & (4) Carts PRICING BASED ON ONE TRIP DURING NORMAL BUSINESS HOURS BASED ON PREVAILING WAGES	4,500.00	4,500.00
9	5	SERVICE	Project Management Services	60.00	300.00



**Yocum Business Furnishings**  
**809 West Santa Anita St**  
**San Gabriel, CA 91776**  
**P: 626.282.8428 F: 626.300.8438** - QUOTATION -

PROPOSAL: 35270

DATE: 06/05/08

PROJECT#: 030-000310  
QUOTE EXPIRES: Within 30 Days

**PROPOSAL FOR:**

**SHIP TO:**

IRVINE VALLEY COLLEGE  
5500 IRVINE CENTER DRIVE  
IRVINE, CA 91618

IRVINE VALLEY COLLEGE  
5500 IRVINE CENTER DRIVE  
IRVINE, CA 91618  
County of San Bernardino Agreement #06-230

ACCOUNT MANAGER      TERMS  
FELICIA LEINONEN      NET 30 DAYS

SHIP VIA      REQUESTED SHIP DATE:  
YBF

Line	QTY	PRODUCT	DESCRIPTION	SELL	EXTENDED
------	-----	---------	-------------	------	----------

**Felicia Leinonen** Digitally signed by Felicia Leinonen  
DN: CN = Felicia Leinonen, C = US  
Date: 2008.06.05 11:54:42 -07'00'

Presented by: \_\_\_\_\_

**SUBTOTAL: 52,679.52**

Accepted by: \_\_\_\_\_

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

**SALES TAX: 4,082.66**  
**TOTAL: 57,062.18**  
=====

We appreciate the opportunity to present this quotation. Please examine it carefully to determine whether we have interpreted your requirements correctly, as we agree to furnish only the items named and described hereon. The items described in this quotation are specially ordered and manufactured to your requirements, and are therefore non-cancelable and non-returnable unless otherwise noted. All aspects of this quotation are contingent upon strikes, accidents, unavailability of products or other causes of delay beyond our control. Any drawings or designs submitted with this quotation remain the property of YOCUM BUSINESS FURNISHINGS, and may not be reproduced without the written consent of YOCUM BUSINESS FURNISHINGS. Signed acceptance of this quotation signifies your agreement and acceptance to the terms and conditions outlined herein.



**TO:** Board of Trustees

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

**RE:** SOCCCD: Transfer Counselor Website/Transfer Leadership Center Grant

**ACTION:** Approval

---

### **BACKGROUND**

On March 30, 2007, the CCC Chancellor's Office notified the SOCCCD that its proposal, written and submitted by Dr. Andreea Serban, had been selected for an award of \$800,000 for the period June 1, 2007, through April 30, 2009. With the award of this grant, Dr. Andreea M. Serban, the project director, has had the responsibility for coordinating the development of a transfer website, which will be a central repository of transfer information for all California Community College counselors, and the Transfer Leadership Center formed to conduct comprehensive research on California Community College transfers and effective transfer practices and strategies.

### **STATUS**

On June 2, 2008, Dr. Andreea Serban assumed the position of President/Superintendent of Santa Barbara City College. In order to continue to direct this statewide grant in an efficient and effective manner, Dr. Serban, the author of the grant and project director, has requested that the grant be transferred to the Santa Barbara Community College District, which means transferring the fiscal agent status and administration responsibilities for this grant. She has consulted with the California Community College systems office, which supports this request, and they have instructed her as to how to proceed with the transfer of the grant, if approved by both the SOCCCD and Santa Barbara Community College District. The transfer of this grant to the Santa Barbara Community College District will have no fiscal impact on the SOCCCD.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the transfer of the Transfer Counselor Website/Transfer Leadership Center grant award to Santa Barbara Community College District effective July 1, 2008.

Item Submitted By: *Dr. Donald L. Busche, Acting Vice Chancellor, Technology & Learning Services*

**TO:** Board of Trustees

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

**RE:** Saddleback College and Irvine Valley College: Community Education, Fall 2008

**ACTION:** Approval

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**BACKGROUND**

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

**STATUS**

A variety of educational and recreational events have been planned by the Saddleback College and Irvine Valley College Community Education departments for the Fall Semester 2008. Expenses for conducting these courses will be paid from the income from participant fees. The Saddleback College and Irvine Valley College course offerings, presenters, and compensation are outlined in Exhibit A (Saddleback College) and Exhibit B (Irvine Valley College).

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the Community Education courses, presenters, and compensation as presented in Exhibit A and B.

Item Submitted By: *Dr. Richard McCullough and Dr. Glenn Roquemore, Presidents*

South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM - FALL 2008

EXHIBIT A  
1 of 4

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
Adult	A First Lady's Style	11/1	Regina Rocha Tours (I)	\$65.00	\$80.00
	ABC's of Charting the Market	9/30	Don Jarrett (E)	50% net	\$ 49.00
	Acrylic/Oil Painting Workshop	9/27 - 12/20	Alan Lugena (E)	50% net	\$85-\$95
	Acting for the Camera	9/12 - 10/3	Acting Express Productions (I)	50% net	\$ 175.00
	All Electric Intermediate Guitar	11/13 - 12/18	Ron Gorman (E)	50% net	\$ 90.00
	Beatles Intermediate Guitar	11/13 - 12/18	Ron Gorman (E)	50% net	\$ 90.00
	Become A Substitute Teacher	9/20	Charles Prosper (E)	50% net	\$ 37.00
	Beg. And Intermediate Watercolor Workshop	9/24 - 12/17	Alan Lugena (E)	50% net	\$ 95.00
	Beg. Guitar	9/8 - 12/15	Ron Gorman (E)	50% net	\$ 90.00
	Beg. Medical Insurance Billing I	10/25	Terry Rowen, Inc. (I)	50% net	\$ 125.00
	Beg. Medical Insurance Billing II	10/26	Terry Rowen, Inc. (I)	50% net	\$ 120.00
	Beginning Blues Harmonica	11/6	David Broida (I)	40% gross	\$ 45.00
	Botanical Drawing Workshop	9/22 - 12/15	Alan Lugena (E)	50% net	\$ 95.00
	Botanical Painting	9/25 - 12/18	Alan Lugena (E)	50% net	\$ 95.00
	Botanical Watercolor/Drawing Ink Workshop	11/18 - 12/16	Alan Lugena (E)	50% net	\$ 95.00
	Bride & Groom's First Dance	9/12	Kaylaa Fox (I)	40-45% gross	\$ 30.00
	Build Your Own Web Site	9/27	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	California Notary Loan Signing Specialist	9/7 - 11/9	James Cosper (I)	40% gross	\$ 70.00
	California Notary Public	9/6 - 12/6	James Cosper (I)	40% gross	\$ 70.00
	California Notary Public (Online)	8/1 - 12/23	CSNP (I)	50% gross	\$ 70.00
	Calligraphy Workshop	9/22 - 12/16	Alan Lugena (E)	50% net	\$ 95.00
	Clutterology	9/27	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Coaching, Consulting, & Training	9/15	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Color Theory & Application Workshop	11/17 - 12/15	Alan Lugena (E)	50% net	\$ 85.00
	Commercial Real Estate Investing - Adv	10/1 - 10/15	Robert Kehiayan (I)	50% net	\$ 39.00
	Dance Classes	9/19 - 12/12	Kaylaa Fox (I)	40-45% gross	\$ 50.00
	Digital Scrapbooking	9/21 - 12/14	Randeleigh Harris(I)	50% net	\$ 129.00
	Drawing Workshop	9/22 - 11/10	Alan Lugena (E)	50% net	\$ 95.00
	European Experience	8/15 - 12/15	Joe Calwell (I)	95% gross	\$ 4,500
	Everything You Wanted to Know AboutGuitar	9/8 - 12/15	Ron Gorman (E)	60% net	\$ 90.00

(E) Employee

(I) Independent Contractor

South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM - FALL 2008

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
	Experience the Holidays Riverside Style	12/7	Regina Rocha Tours (I)	\$72.00	\$87.00
	Feng Shui	9/23	Kartar Diamond (I)	50% net	\$ 49.00
	Financial Independence for Women	9/18 - 10/2	Gary E. Miller (I)	50% net	\$ 35.00
	Find Best Loans for Investment Prop.	10/5	Stephen Dexter (I)	50% net	\$ 49.00
	Getting More From Digital Camera	9/20 - 11/22	Parry Shoemaker (E)	50% net	\$ 65.00
	Getting Started in Digital Photography	9/20 - 11/22	Parry Shoemaker (E)	50% net	\$ 55.00
	Golf Clinics for Adults	8/1 - 12/21	Emil Scodeller (E)	50% net	\$ 97.00
	Guitar (Beg & Intern)	9/8 - 12/15	Ron Gorman (E)	60% net	\$ 90.00
	Healthy Harmonica: Songs and Rhythms	11/6	David Broida (E)	40% gross	\$ 19.00
	Heritage of America	8/15 - 4/26	Collette Vacations (I)	90% gross	\$1,849.00
	Home Based Business with Computers	9/17	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	How to Be Your Own Private Investigator	9/18	Jim Harriger (E)	50% net	\$ 39.00
	How To Become a Mystery Shopper	12/6	Elaine Moran (E)	50% net	\$ 49.00
	How to Get a Job In The Cosmetic Dept.	11/1	Christina Gaudy (I)	50% net	\$ 85.00
	How to Make Gift Baskets for Fun & Profit	10/4	Michelle Bergquist (I)	50% net	\$ 129.00
	How to Manage Paper & Elec. Documents	9/15	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	How to Sell on Ebay	10/1 - 10/15	Frances Greenspan (I)	50% net	\$ 65.00
	How To Sell On eBay: Creating An eBay Store	9/18 - 10/2	Frances Greenspan (I)	50% net	\$ 65.00
	How to Sell Your Inventions For Cash	9/27	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Hypnosis Certification	9/27	Balaji Nettimi (I)	50% net	\$799
	Instant Piano	10/4	Robert Laughlin (I)	50% net	\$ 45.00
	Investment Strategies	9/29	Charlie Goffin (E)	50% net	\$ 39.00
	Make Money In Today's Real Estate Market	9/21	Marshall Reddick (I)	50% net	\$ 49.00
	Make Up 101: Beauty Application	10/18	Christina Gaudy (I)	50% net	\$ 85.00
	Making a Fortune Purchasing REO Foreclosed	11/22	Marshall Reddick Seminars (I)	50% net	\$ 49.00
	Mastering Your Money	10/7 - 11/15	Jalon O'Connell (E)	50% net	\$ 49.00
	Motorcycle Rider Training	8/1 - 12/23	Saddleback Rider Training (I)	\$100-235/day	Various
	On-Line Courses	8/1 - 12/23	Education To Go (I)	\$29-\$200 p.p.	\$89 - \$250
	PC Boot Camp	9/6 - 9/21	Computrax (I)	50% net	\$ 250.00
	PC Boot Camp - Adv. Topics	10/11 - 10/12	Computrax (I)	50% net	\$ 95.00

(E) Employee

(I) Independent Contractor

South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM - FALL 2008

EXHIBIT A  
3 of 4

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
	PC Boot Camp Access in Two Days	10/10 - 10/17	Computrax (I)	50% net	\$ 95.00
	PC Boot Camp Express	11/7 - 12/5	Computrax (I)	50% net	\$ 165.00
	PC Boot Camp More Photoshop Magic	9/26 - 12/14	Computrax (I)	50% net	\$ 95.00
	PC Boot Camp Photoshop Magic	12/12 - 12/19	Computrax (I)	50% net	\$ 95.00
	PC Boot Camp Spectacular PowerPoint	10/24	Computrax (I)	50% net	\$ 95.00
	Piano by Ear	10/4	Robert Laughlin (I)	50% net	\$ 45.00
	Picture Framing	10/4 - 10/11	Susan Unoura (I)	50% net	\$ 49.00
	Pinpoint Your Career Skills	9/25	Mari Steffensmeier (E)	50% net	\$ 45.00
	Plein Aire Landscape Watercolor Workshop	9/22 - 12/16	Alan Lugena (E)	50% net	\$ 95.00
	Portrait Watercolor Workshop	9/23 - 11/11	Alan Lugena (E)	50% net	\$ 95.00
	Power Entertaining	10/7	Faria Binder (I)	50% net	\$ 49.00
	Professional Speakers Training Academy	10/18 - 10/19	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Reflection of Italy	8/15 - 11/12	Collette Vacation (I)	90% gross	\$3,899.00
	Retire Early	10/25	Marshall Reddick Seminars (I)	50% net	\$ 49.00
	Santa Barbara Surf n' Turf	9/6	Regina Rocha Tours (I)	\$69.00	\$84.00
	Self-Publishing for the Clueless	9/17	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Shades of Ireland	8/15 - 3/19	Collette Vacation (I)	90% gross	\$1,849.00
	Six Figure Speaking	9/27	Rounds, Miller & Assoc. (I)	50% net	\$ 39.00
	Smart Steps to Starting A Business Series	9/29 - 10/27	Michelle Berquist (I)	50% net	\$ 175.00
	Speed Spanish	10/20 - 11/17	Dan Mikels (I)	50% net	\$ 59.00
	Stained Glass	9/10 - 12/3	Greg Atwood (I)	50% gross	\$ 120.00
	Start Med. Insurance Billing	10/26	Terry Rowen, Inc. (I)	50% net	\$ 55.00
	Supervisor's Series	8/15 - 12/15	Irv Gamal (I)	50% net	\$149-299
	The Fall Colors of California	10/17 - 10/22	Loretta DuBois (I)	\$939 per person	\$999
	The French Connection	10/23	Claudine Robinson (E)	50% net	\$ 59.00
	The Secret Revealed	9/27	Charles Prosper (E)	50% net	\$ 37.00
	TIBBIES Hooray for Hollywood	10/12	Regina Rocha Tours (I)	\$89.00	\$104.00
	Top 15 Laws of Real Estate Investing	10/4	Stephen Dexter (I)	50% net	\$ 49.00
	What Were You Born To Do?	10/19	Curtis Adney (E)	50% net	\$ 55.00
	Wine Classes	10/1 - 10/29	David Francisco (E)	50% net	\$ 85.00

(E) Employee

(I) Independent Contractor

South Orange County Community College District  
SADDLEBACK COLLEGE  
COMMUNITY EDUCATION NON-CREDIT PROGRAM - FALL 2008

PROGRAM	COURSE TITLE	DATES	PRESENTER	HONORARIA	FEE
CFK	Acting for the Young Performer	9/21 - 10/12	Acting Express Productions (I)	50% net	\$ 75.00
	Musical Theatre Workshop	9/19 - 10/10	Acting Express Productions (I)	50% net	\$ 115.00
	Youth Golf Clinics	8/15 - 12/15	Chris Hearld (E) & Chris Cooke (E)	45% gross	\$ 80.00
	Make Up Tips For Teens	10/18	Christina Gaudy (I)	50% net	\$ 85.00
	Natural A's	10/19	Curtis Adney (E)	50% net	\$ 49.00
	Piano for Children	9/4 - 12/18	Pam Worcester (E)	\$400	\$150.00
	Guitar for Youth	9/6 - 10/4	Ron Gorman (E)	50% net	\$ 90.00

(E) Employee

(I) Independent Contractor

South Orange County Community College District  
IRVINE VALLEY COLLEGE  
COMMUNITY EDUCATION NOT-FOR-CREDIT PROGRAM - Fall 2008

COURSE TITLE	DATES	INSTRUCTOR	HONORARIA	FEE
2-Day Film School	9/6/08-9/7/08	Dov Simens	50% gross	\$395
ABC's of Stock Chart Analysis	8/28/08, 9/25/08, 10/30/08, 11/20/08	Donald Jarrett	50% gross	\$59
Art Workshops	9/1/08-12/20/08	Sima Ranjbar	50% gross	\$35-\$119
Art Workshops	9/8/08-9/29/08	Mina Asadirad	50% gross	\$49-\$139
Beauty Makeovers	10/18/08	Betty Netherly	50% gross	\$25-\$49
Bridge Classes	9/1/08-12/20/08	Larry Globus	50% gross	\$49-\$69
Business Classes	9/1/08-12/20/08	Jim Spitzer	50% gross	\$145
Business Classes	9/15/08-12/5/08	Thomas Jones	50% gross	\$200
Business Management Classes	10/6/08, 10/25/08, 11/2/08	Gene Konstant	50% gross	\$44-\$69
Career Workshops	9/1/08-12/20/08	Brenda Arnold	50% gross	\$59
Career Workshops	9/1/08-12/20/08	Sue McCullough	60% gross	\$59
Career Workshops	9/1/08-12/20/08	Jana Samulski	50% gross	\$49-\$89
Career Workshops	9/20/08-9/27/08	Greta Rice	50% gross	\$59
Career Workshops	9/2/08-11/18/08	Jame Eibler	50% gross	\$29
Coaching Seminar	9/2/08-12/1/08	Nick Davidson	50% gross	\$59-\$99
College Admissions 101 for Parents	9/1/08-12/20/08	Coleen Bryan	60% gross	\$39
College Planning	9/25/08	Jayne Ruane	65% gross	\$40
Computer Classes	9/1/08-12/20/08	Vazi Okhandiar	60% gross	\$119-\$399
Computer Classes	9/6/08	Robert Band	50% gross	\$79
Computer Classes	9/1/08-12/20/08	Robert Cohen	50% gross	\$49-\$99
Computer Classes	9/23/08-9/27/08	Rob Young	50% gross	\$199
Dance Workshops	9/20/08, 10/11/08	Diki Shields	50% gross	\$49-\$199
E-Bay Selling Classes	9/14/08-12/28/08	Carolyn Jacinto	50% gross	\$25-\$100
Financial Classes	10/7/08-10/15/08	Jim Wigen	50% gross	\$49
Grant Writing	10/18/08	John Drew	60% gross	\$95
Guitar	9/1/08-12/20/08	Ronald Gorman	65% gross	\$95
Health Wellness Classes	9/2/08-12/20/08	Randy Snyder	60% gross	\$150-\$2,500
Health/Wellness Workshops	9/1/08-12/20/08	Daryn Peterson	50% gross	\$59-\$99
Health Wellness Classes	9/2/08-10/28/08	Jackie Ovadia	50% gross	\$39-\$99
Home Inspection Training	ongoing	Mary Jo Gdovin	IVC receives \$15-\$150*pp	\$30-\$995
Internet and Web Certificate Classes	ongoing	Joyel Carlson	IVC receives \$300*pp	\$599-\$4,500
Internet and Web Classes	ongoing	Rich Talmo	IVC receives \$29-\$160 *pp	\$49-\$1,299
Internet Web Classes	ongoing	Jim Kline	IVC receives 50% of course fees *pp	\$500-\$5,000
Internet and Web Classes	9/1/08-12/31/08	Bill Hess	IVC receives 50% of course fees *pp	\$99-\$1,000
Intro. to Voice Over (Voice Acting)	9/1/08-12/20/08	Andrea Langworthy	50% gross	\$49
Karate	8/26/08-12/18/08	Shoji Nishimura	50% gross	\$40-\$150
Landscape Technology	7/21/08-12/1/08	Wayne Smith	50% gross	\$199
Language Classes	9/1/08-12/20/08	Kohra Saei	50% gross	\$119-\$120
Language Classes	9/1/08-12/20/08	Kaveh Varjoy	50% gross	\$99-\$119
Law Classes	11/22/08	Ron Shreves	50% gross	\$55
Math Classes	7/7/08-8/8/08	Jack Appleman	85% gross	\$495
Medical Training Classes	10/14/08-12/16/08	Theda Cooley	50% gross	\$499
Medical Training Classes	10/18/08-12/31/08	Alice Chegia	50% gross	\$2,199

\*=per person

<b>COURSE TITLE</b>	<b>DATES</b>	<b>INSTRUCTOR</b>	<b>HONORARIA</b>	<b>FEE</b>
Medical Training Classes	9/1/08-12/31/08	Brian Nevius	IVC receives 20-35% based on enrollment	\$999-\$1,899
Notary Classes	10/4/08, 11/1/08	Han (Merlina) Combs	40% gross	\$69
Nutrition Classes	9/1/08-12/20/08	Susan Miller	50% gross	\$30
Personal Enrichment Classes	9/1/08-12/20/08	Brian and Jeff Haig	50% gross	49-\$99
Radio Workshops	9/1/08-12/20/08	Jack Broady	50% gross	\$49
Reading/Writing/Test Prep Classes	9/6/08-11/21/08	Joan Sersea	50% gross	\$99-\$175
Real Estate Appraisal	9/1/08-12/20/08	Les Levitan	IVC receives 25% of course	\$200-\$1,999
Real Estate Classes	10/26/08	Marshall Reddick	35% gross	\$49-\$79
Restaurant Classes	9/2/08-12/5/08	Michael Lao	50% gross	\$39-\$49
Retirement Planning	9/4/08-9/20/08	Andrew Gordon	IVC receives \$20 *pp, \$5 for guest	\$49-\$54
Retirement Planning	9/30/08-10/16/08	Rod Kamps	IVC receives \$30 *pp, \$2.50 for guest	\$59-\$64
Safety Classes	9/20/08, 11/15/08	Sabrina Bradley	65% gross	\$25-\$50
Self Defense	9/9/08-11/4/08	Michael Christopher	50% gross	\$99
Screenwriting	9/1/08-12/20/08	Mark Sevi	50% gross	\$75-\$150
Social Dance Classes	9/18/08-12/11/08	Kaylaa Fox	60% gross	\$50-\$60
Social Dance Classes	9/1/08-12/20/08	Sandra Casado	60% gross	\$59-\$99
Special Event Planning	9/1/08-12/20/08	Josh Miller	50% gross	\$350
Tennis	9/15/08-11/19/08	Vincent Allegre	IVC receives 20% *pp	\$60-\$250
Tennis	9/8/08-11/24/08	Ivan Collas	50% gross	\$45-\$150
Testing Skills Classes	9/1/08-12/20/08	Kathy Song	50% gross	\$59-\$119
Theater/Performance	9/1/08-12/20/08	Robert Conrad	60% gross	\$59-\$99
Theater Workshop	9/1/08-12/1/08	Hattie Fishburne	50% gross	\$99-\$299
Travel	ongoing	Eliza McGinn	IVC gets 10% of each booking *pp	\$500-\$4,500
Travel	ongoing	Edward Williams	IVC gets \$50-\$200 per booking *pp	\$500-\$4,500



**TO:** Board of Trustees

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

**RE:** SOCCCD: Sabbatical Changes

**ACTION:** Approval

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**BACKGROUND**

Annually, the SOCCCD Board of Trustees reviews the recommendations of the Sabbatical Committee of faculty sabbatical projects for the upcoming academic year. Sabbatical projects are reviewed and approved in accordance with Article XXVI, Section H, of the 2004-07 Academic Employee Master Agreement.

Among the sabbaticals approved by the Board of Trustees on January 16, 2007, was the 2007-08 academic year project of Cheryl Altman, Professor of Liberal Arts, Saddleback College. On January 22, 2008, the Board of Trustees approved the sabbatical project of Dale Carranza, Professor of Physical Sciences and Technologies, Irvine Valley College.

**STATUS**

Professor Cheryl Altman has requested a revision to her approved sabbatical project, "Course Redesign for Online: Readdressing Instructional Technology Skills for Engaging Students and Reenergizing Resources for the Reading Department, Webpage and Handbook," Exhibit A. During her sabbatical, Professor Altman had to care for an immediate family member with serious health issues. In evaluating her sabbatical project progress, Professor Altman realized that she had undertaken an overly ambitious sabbatical project and submitted a revised proposal to the 2007-08 Sabbatical Committee. She proposes to substitute online study skills modules for reading lab classes in place of the design of an online reading class. The Sabbatical Committee reviewed Professor Altman's revised proposal, Exhibit B, and voted to approve the revision.

Professor Carranza has requested that approval of his spring 2009 sabbatical be rescinded. Professor Carranza's project, Doctoral Dissertation First Draft entitled "Effective Practices in Community College Faculty Governance" is contingent on the writing of his dissertation during the Spring Semester 2009. He was recently informed by Argosy University that his proposed doctoral timeline was overly ambitious and that he most likely will not be at the point to begin the writing of his dissertation until the fall of 2009. Professor Carranza plans to reapply for a sabbatical for the Fall Semester 2009.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the revised sabbatical project of Professor Cheryl Altman as indicated in Exhibit B and accept the request to rescind the sabbatical for Spring 2009 for Professor Dale Carranza.

Item Submitted by: *Dr. Donald Busche, Acting Vice Chancellor, Technology and Learning Services*

**South Orange County Community College District  
2007-08 Sabbatical Leave Committee Recommendations**

1. **CHERYL ALTMAN**

Academic Year 2007-2008

Liberal Arts and Learning Resources  
Saddleback College

**TITLE:** Course Redesign for Online: Readdressing Instructional Technology Skills for Engaging Students; and Reenergizing Resources for the Reading Department: Webpage and Handbook

**GOAL(S) AND OBJECTIVE(S):**

1. To revise and update a Resource Handbook for reading department faculty and staff.
2. To revise and update the department's webpage as an outreach medium.
3. To redesign an archived English 238 Textbook Reading course which will become a 3-unit course, English 338 Textbook Reading and Academic Success, for online instruction, to focus on teaching students study-reading strategies and techniques for success in college.
4. To enhance my own computer technology skills

**ACTIVITIES:** My primary objective is to find ways to enhance reading and study skills strategies through technology as a means to increase student success and retention. Most of my students are second language learners or native speakers at the developmental level who are struggling with the process to become proficient and fluent in basic language arts skills. Recent educational studies have shown that computer technology enhances learning and motivation, and can increase students' progress. It is my hope that by developing an online study-reading class; providing the local community as well as reading faculty with clear and concise information about the reading department through a website and resource handbook, respectively; and enhancing my own proficiency with technology for instruction, will translate into better preparing Saddleback students to succeed in an academic world.

These learning activities will be developed after careful research of relevant literature and after consulting with reading faculty from Saddleback College and other local colleges. Additionally, I will be taking classes through online delivery which will concentrate on course redesign and online instruction.

My proposed online course will provide academic support across the curriculum for several types of students: those already enrolled in classes or those considering enrollment. These students may or may not be Saddleback students, because anyone nationwide could register for this course. Many students who are returning to school after a long absence often search for assistance in preparation on how to study and how to read the course textbook, but haven't found a resource for this type of help. Additionally, another group of students who could benefit from this course are those currently enrolled in college classes, but are struggling with reading their textbooks, have poor note taking and test taking skills, and/or need help with time budgeting and memory techniques. The primary goal of the course is to provide students with the tools and strategies to become self-directed learners.

**PRODUCT(S):**

1. A resource handbook for reading faculty and staff.
2. Curriculum Development: new online class, English 338 Textbook Reading and Academic Success
3. Webpage for Reading Department with link to the College and Liberal Arts homepages
4. Annotated bibliography of Web pages that emphasize reading and study skills strategies for students and faculty

**REVISED: SHORT ABSTRACT**  
**(June 10, 2008)**

**Cheryl Altman**  
Liberal Arts and Learning Resources  
Saddleback College

Academic Year 2007-2008

**TITLE: Course Redesign for Online Activities; Readdressing Instructional Technology Skills for Engaging Students; Reenergizing Resources for the Reading Department: Resource Handbook and Annotated Bibliography of Multi-media Websites; Enhance proficiency in Spanish**

**GOAL(S) and OBJECTIVE(S):**

1. To revise and update a Resource Handbook for Reading Department faculty and staff.
2. To redesign an archived English 238 Textbook Reading course as modular units for online instruction. These units will be used with students enrolled in our English 333, 332, 336 and 341 Reading Lab classes as supplemental instruction to teach study-reading strategies and techniques for success in college.
3. To enhance my own computer technology skills
4. To attend a language school in Costa Rica to increase my proficiency in Spanish

**ACTIVITIE(S):** My primary objective is to find ways to enhance reading and study skills strategies through technology as a means to increase student success and retention. Most of my students are second language learners or native speakers at the developmental level who are struggling with the process to become proficient and fluent in basic language arts skills. Recent educational studies have shown that computer technology enhances learning and motivation, and can increase students' progress. It is my hope that by developing online modules to teach study-reading strategies; providing the local community as well as reading faculty with clear and concise information about the reading department through a resource handbook and annotated bibliography of multi-media websites for increasing college reading skills; and enhancing my own proficiency with technology for instruction, will translate into better preparing Saddleback students to succeed in an academic world.

These learning activities will be developed after careful research of relevant literature and after consulting with reading faculty from Saddleback College and other local colleges. Additionally, I will be taking classes through online delivery which will concentrate on course redesign and online instruction.

My proposed online study-reading modules will provide academic support across the curriculum for several types of students: those already enrolled in classes or those considering enrollment. Many students who are returning to school after a long absence often search for assistance in preparation on how to study and how to read the course textbook, but haven't found a resource for this type of help. Additionally, another group of students who could benefit from these modules are those currently enrolled in college classes, but are struggling with reading their textbooks, have poor note taking and test taking skills, and/or need help with time budgeting and memory techniques. These modules will be accessed through enrollment in our reading lab classes. The primary goal of the modules is to provide students with the tools and strategies to become self-directed learners.

**PRODUCT(S):**

1. A resource handbook for reading faculty and staff.
2. Curriculum Development: online modules for assisting students with textbook reading and study skills strategies.
3. Annotated bibliography of Web pages that emphasize reading and study skills strategies for students and faculty
4. Increased language proficiency in Spanish
5. Increased technology skills for instruction

**TO:** Board of Trustees

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

**RE:** SOCCCD: Construction Management (CM) Services Pool 2008/2009-2013/2014

**ACTION:** Approval

---

### **BACKGROUND**

The district employs Construction Management (CM) services to address the current project volume. The district uses a competitive selection process for these professional services. Five years is an appropriate timeframe for renewing competitive selection efforts.

### **STATUS**

On April 17, 2008, twenty six (26) firms attended a *pre-proposal* conference for Construction Management services. On April 30, 2008, thirteen (13) firms responded with proposals for the CM services pool (Exhibit A). The selection committee, representing both colleges and the district, evaluated the proposals and selected six firms for interviews held on May 28, 2008.

The four firms recommended for the pool in no particular order include the following:

- gkkworks, Irvine, CA – Mr. J. Brandon Dekker
- McCarthy Construction, Newport Beach, CA – Mr. Mark Mardock
- CW Driver, Irvine, CA – Mr. Paul Guiso
- Douglas E. Barnhardt, Inc., San Diego, CA – Mr. William Sharp

Staff intends to draw CM services from this pool over the next five years. However, there is no obligation to draw services from the pool and no prohibition to developing a project specific "Request for Proposals" if it is considered in the best interest of the district.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the four firms listed above for a pool from which to draw Construction Management services for no greater than a five year period.

## Construction Management Services Selection

EXHIBIT A  
Page 1 of 1South Orange County Community College District  
6/24/2008

FIRM NAME	#1	#2	#3	#4	SCORE	RANKING	RECOMMEND AFTER INTERVIEW
IDS GROUP IN ASSOC. W/URS	445	645	690	405	546	7	-
KERRY CONTRACTORS	345	380	xxx	285	337	13	-
BARNHART INC.	645	515	430	625	554	6	YES
WLC CONST. SERVICES	390	165	365	590	378	12	-
TURNER	665	620	430	690	601	5	NO
HARRIS & ASSOCIATES	615	475	500	xxx	530	8	-
PHASE ONE CONST. GROUP	500	360	545	285	423	11	-
GKKWORKS	755	645	770	545	679	1	YES
McCARTHY BUILDING CO's.	695	640	660	620	654	2	YES
SWINERTON MANGEMENT	580	365	xxx	620	520	9	-
PCM3	550	360	285	625	455	10	-
C.W. DRIVER	790	660	540	600	648	3	YES
BERNARDS C.M. SERVICES	685	685	515	565	613	4	NO

**TO:** Board of Trustees

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

**RE:** SOCCCD: Resolution No. 08-18: Appropriations Limit for 2008/2009  
(Gann Limit)

**ACTION:** Approval

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**BACKGROUND**

Pursuant to Article XIII-B of the Constitution and Chapter 1205, Statutes of 1980, all community college districts are required to complete an annual appropriation limit ("Gann Limit"). That appropriation limit is adjusted annually for colleges in price index, population, and other factors as applicable.

**STATUS**

In accordance with Government Code Section 7910, an appropriation limit of \$185,229,898 has been calculated for fiscal year 2008/2009. The documentation used in determining this limit has been made available to the public in the Office of Deputy Chancellor for fifteen (15) days prior to the adoption of this Resolution, and is attached as EXHIBIT A.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 08-18 as presented in EXHIBIT B, establishing the required State constitutional appropriations limit for fiscal year 2008/2009 for the South Orange County Community College District.

CALIFORNIA COMMUNITY COLLEGES  
GANN LIMIT WORKSHEET  
2008-2009

DISTRICT NAME: South Orange County DATE: 6/24/2008

I. 2008-2009 APPROPRIATIONS LIMIT:

A. 2007-2008 Limit		<u>\$ 168,670,856</u>
B. Price factor for 2008-09:	1.0429	
C. Population factor:		
1. 2006/2007 Second Period Actual FTES	<u>22,688.60</u>	
2. 2007/2008 Second Period Actual FTES	<u>23,891.62</u>	
3. 2007/2008 Population change factor (line C.2. divided by line C.1.)	<u>1.0530</u>	
D. 2007-2008 Limit adjusted by inflation and population factors (line A multiplied by line B and line C.3.)		<u>\$ 185,229,898</u>
E. Adjustments to increase limit:		
1. Transfers in of financial responsibility	\$ -	
2. Temporary voter approved increases	-	
3. Total adjustments - increase		<u>\$ -</u>
Sub-Total		
F. Adjustments to decrease limit:		
1. Transfers out of financial responsibility	\$ -	
2. Lapses of voter approved increases	-	
3. Total adjustments - decrease		<u>\$ -</u>
G. 2008-2009 Appropriations Limit		<u>\$ 185,229,898</u>

II. 2008-2009 APPROPRIATIONS SUBJECT TO LIMIT:

A. State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)	<u>\$ 5,348,419</u>
B. State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)	<u>1,311,233</u>
C. Local Property taxes	<u>145,241,158</u>
D. Estimated excess Debt Service taxes	<u>-</u>
E. Estimated Parcel taxes, Square Foot taxes, etc.	<u>-</u>
F. Interest on proceeds of taxes	<u>481,711</u>
G. Local appropriations from taxes for unreimbursed State, court, and federal mandates	<u>(639,967)</u>
H. 2008-2009 Appropriations Subject to Limit	<u>\$ 151,742,554</u>

**Local Appropriations from Taxes for Unreimbursed State, Court & Federal Mandates  
2008/09 Fiscal Year**

	Medicare Earnings*	
01A	2,159,901	
02A	4,119,172	
02C	837,080	
03A	3,485,917	
04A	3,799,066	
05A	3,767,318	
06A	3,658,320	
07A	3,583,430	
08A	3,564,512	
09A	3,648,107	
10A	3,881,604	
11A	3,840,971	
12A	3,790,227	<i>estimated</i>
Total	44,135,626	
% of Contribution	1.45%	
Contribution Amount	639,967	



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
RESOLUTION No. 08-18  
June 24, 2008**

WHEREAS, Article XIII B of the Constitution of the state of California, as approved by the voters in November, 1979, requires the Governing Board of each local jurisdiction, by resolution, to establish an Appropriations Limit on "Proceeds of Taxes" revenues beginning with the 1980-81 fiscal year; and

WHEREAS, each community college district is required to determine and adopt such Appropriations Limit for the 2008/2009 fiscal year, as a legislative act; and

WHEREAS, this District's Appropriations Limit has been calculated in accordance with Article XIII B of the State Constitution and Government Code Section 7910;

NOW, THEREFORE, BE IT RESOLVED, as a legislative act of the Governing Board that, for the purposes of Article XIII B, there is hereby established this District's Appropriations Limit of \$185,229,898 for the 2008/2009 fiscal year.

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STATE OF CALIFORNIA   )  
  )  
COUNTY OF ORANGE    )

I, Dr. Raghu P. Mathur, Secretary of 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 said Board at a regular meeting thereof held on June 24, 2008.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 25th day of June 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: Speakers  
**ACTION:** Approval

---

**BACKGROUND**

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

**STATUS**

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

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the general fund honorarium and travel expenses as shown in Exhibit A.

**SPEAKERS APPROVED BY CHANCELLOR/COLLEGE PRESIDENT****SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

<b>Date of Presentation</b>	<b>Speaker Name</b>	<b>Topic</b>	<b>Brief Biography</b>	<b>General Fund Cost (Honorarium/Travel)</b>
8/19/2008	Dr. Diana Van Der Ploeg	Sustainability	Superintendent/President, Butte College, Oroville, CA	\$800.00 Travel expenses only

**TO:** Board of Trustees

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

**RE:** SOCCCD: Reimbursement to Trustees for Mileage to and from  
Required Board Meetings

**ACTION:** Approval

---

**BACKGROUND**

The Orange County Department of Education requires that all mileage claimed by Trustees for attending board meetings be approved/ratified by the Board of Trustees.

**STATUS**

The reimbursement claims indicated on Exhibit A are individual Trustees' mileage claims for the months of December, 2007 and January, February, March, April, and May, 2008.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve/ratify the Trustees' claims for reimbursement for mileage to and from board meetings as indicated.

**REIMBURSEMENT CLAIM FOR TRUSTEES' USE OF PERSONAL  
AUTOMOBILES**

Reimbursement claims for mileage for the months of December, 2007 and January, February, March, April, and May 2008 are:

Trustee Fuentes	\$ 41.76
Trustee Jay	\$ 55.85
Trustee Lang	\$107.89
Trustee Milchiker	\$ 26.85
Trustee Padberg	\$ 91.34
Trustee Wagner	\$116.66
Trustee Williams	\$ 13.72
Student Trustee Lee	\$ 32.38
Student Trustee Reynard	\$ 43.79

**TO:** Board of Trustees

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

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

**ACTION:** Approval

---

**BACKGROUND**

Education Code Section 72425 (c) was amended to read "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district."

**STATUS**

Trustee Tom Fuentes was absent from a Regular Board Meeting on May 27, 2008 due to illness.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt resolution 08-20 (Exhibit A) authorizing payment to Trustee Fuentes who was unable to attend the regular Board meeting, as noted above, due to illness.

*Item Submitted By: Dr. Raghu P. Mathur*

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES**

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

**RESOLUTION 08-20**

Section 72425 (c) provides that "A member (of the Board of Trustees) may be paid for any meeting when absent if the board by resolution duly adopted and included in its minutes finds that at the time of the meeting he or she is performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the board. This compensation shall be a charge against the funds of the district."; and

WHEREAS, on May 27, 2008, the Board of Trustees of the South Orange County Community College District held a regular meeting; and

WHEREAS, Trustee Tom Fuentes *could not be present* at the regular meeting; and

WHEREAS, it was determined that Trustee Fuentes' absence was due to illness;

NOW, THEREFORE, BE IT RESOLVED that Trustee Fuentes shall be paid at the regular rate of compensation for the meeting of the Board of Trustees held on May 27, 2008.

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Purchase Orders/Confirming Requisitions  
**ACTION:** Approval

---

**BACKGROUND**

In accordance with the provisions of Article 4 of Chapter 8 of the California Education Code, commencing with Sections 85230, purchase orders/confirming requisitions, and purchase 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 P08-04871 through P08-05051 amounting to \$3,187,273.41 and P09-00041 through P09-00091 amounting to \$1,807,642.54 are submitted to the Board of Trustees for approval. Confirming requisitions dated May 8, 2008 through May 29, 2008 totaling \$61,311.35 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 P08-04871 Through P08-05051

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-04871	TEST EQUITY, LLC	COMPETITIVE EQUIPMENT	\$13,390.76
P08-04872	PORT SUPPLY	VHF RADIO AND SUPPLIES	\$819.93
P08-04873	BOB PARRETT CONSTRUCTION, INC.	AGB - FACIA AND GUTTER REPAIR	\$52,047.00
P08-04874	HERTZ EQUIPMENT RENTAL	AERIAL WORK PLATFORM	\$6,630.94
P08-04875	ALLSCRIPTS	prescription meds	\$103.55
P08-04876	SPECTRUM LABORATORY PRODUCTS	MICROBIOLOGY SUPPLIES	\$986.03
P08-04877	ISLAND PROMOTIONAL PRODUCTS	Outreach items	\$9,992.12
P08-04878	VWR INTERNATIONAL, INC.	CHEMISTRY SUPPLIES	\$305.19
P08-04879	PEARSON EDUCATION	Basic Study Skills ESL Books.	\$2,274.74
P08-04880	ISLAND PROMOTIONAL PRODUCTS	Items for CARE Eligible students	\$3,810.40
P08-04881	ISLAND PROMOTIONAL PRODUCTS	CARE Outreach Items	\$738.11
P08-04882	ISLAND PROMOTIONAL PRODUCTS	CARE Outreach supplies	\$1,573.41
P08-04883	PENN CORP. RELOCATION SVCS INC	BGS MOVE BACK INTO BLDG	\$68,789.86
P08-04884	G/M BUSINESS INTERIORS	Ergonomic Equip-Chair to T. Lorch	\$248.05
P08-04885	BLICK, DICK COMPANY	PAINT SUPPLIES	\$34.74
P08-04886	MC MASTER CARR SUPPLY COMPANY	SUPPLIES FOR DMP STUDENTS	\$178.94
P08-04887	ALLSCRIPTS	medications for students	\$251.39
P08-04888	VWR INTERNATIONAL, INC.	BIOLOGY SUPPLIES	\$238.93
P08-04889	FISHER SCIENTIFIC	BIOLOGY SUPPLIES	\$497.78
P08-04890	RYDIN DECAL	Decal Permits	\$1,401.83
P08-04891	B & H PHOTO	Supplies for astronomy	\$2,303.53
P08-04892	DELL MARKETING	Laptop Computer	\$2,427.69
P08-04893	DIGITAL JUICE	Backgrounds for editing use	\$ .00
P08-04894	SEHI PROCOMP COMPUTER PRODUCTS	Color laser printer	\$4,366.44
P08-04895	ARMSTRONG, LEE CO. INC.	BGS - FLOOR TILES	\$16,886.00
P08-04896	PACIFIC SOD	PACIFIC SOD - 20,000 SQ FT FOR SPORTS FI	\$8,300.00
P08-04897	MC KESSON GENERAL MEDICAL	medical supplies	\$51.84
P08-04898	HERCULES PORTABLE POWER, INC.	H.S. BUILDING EMERGENCY REPAIR HVAC	\$1,251.64
P08-04899	HAITBRINK ASPHALT PAVING, INC.	PARKING LOTS 2 AND 13 RESTRIPE STALL	\$5,340.00
P08-04900	PROAIR	CHILD CARE - INSTALLATION OF ECONOMIZERS	\$3,800.00
P08-04901	W. W. GRAINGER INC.	AQUA EQUIPMENT	\$408.75
P08-04902	RAININ INSTRUMENTS	BIOLOGY EQUIPMENT	\$2,029.50
P08-04903	BICSI	telecommunications standards	\$248.04
P08-04904	HYDRO ENGINEERING, INC.	Hydroblaster for Screen Printing	\$6,927.61
P08-04905	SMOLEN, LISA & ASSOCIATES	Kurzweil 3000 software for DSPS Students	\$2,866.15
P08-04906	DELL MARKETING	Computers for RapidTech	\$8,379.48
P08-04907	CAPP ASSOCIATES, INC.	Purchase of Contract Software	\$4,290.00
P08-04908	DAY & NIGHT DOOR SERVICE, INC	REMOTE DOOR BUTTONS	\$12,487.80
P08-04909	NOTHING BUT AIR	Commencement	\$194.10
P08-04910	SAPIS RIGGING	SAFETY INSPECTION OF THEATRE SPACE	\$2,150.00
P08-04911	HOME DEPOT	AV Supplies	\$300.00
P08-04912	NATELSON DALE GROUP, INC.	ATEP Project	\$37,000.00
P08-04913	MC KESSON GENERAL MEDICAL	medical supplies for care of students	\$113.14
P08-04914	CARD INTEGRATORS CORPORATION	Card Layout design	\$125.00
P08-04915	DELL MARKETING	APC REPLACEMENT BATTERIES	\$1,290.37
P08-04916	SEHI PROCOMP COMPUTER PRODUCTS	Printers	\$540.91
P08-04917	DELL MARKETING	Imaging Drum Kit for Dell 3000cn	\$160.55
P08-04918	POCKET NURSE ENTERPRISES, INC.	TORSO FOR EMT & NURSING	\$1,193.40
P08-04919	ZOLL MEDICAL CORPORATION	DEFIBRILLATOR FOR NURSING	\$11,298.68
P08-04920	NOVA DEVELOPMENT CORP.	Clip art	\$298.27
P08-04921	AMER. PORTABLE STORAGE	SHELVING	\$484.88
P08-04922	SEHI PROCOMP COMPUTER PRODUCTS	Scanner	\$344.41
P08-04923	KDOC TV	To pay KDOC-TV for advertising Jazz Picn	\$1,000.00
P08-04924	RJT COMPUQUEST	QA Consulting Services	\$39,000.00
P08-04925	MC MAHAN BUSINESS INTERIORS	BGS FURNITURE	\$383,852.00

## BOARD OF TRUSTEES PURCHASE ORDER LISTING

v4.2

Purchase Order Numbers P08-04871 Through P08-05051

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-04926	OCE	FAX MACHINE	\$3,181.86
P08-04927	R2A ARCHITECTURE	SCCD-CONSTRUCTION COORDINATION/MASTER PL	\$10,000.00
P08-04928	SHOMPH, CRYSTAL	LIGHTING DESIGNER/IVC PERSPECTIVES DANCE	\$600.00
P08-04929	ACADEMIC & COLLEGIATE SOFTWARE	Software for backup and retrieval.	\$306.82
P08-04930	DELMAR CENGAGE LEARNING	DVD'S FOR MEDICAL ASSISTING	\$4,720.22
P08-04931	TKO ENTERPRISES, INC.	Timers to use when Testing Disabled stud	\$133.87
P08-04932	IDEAL GROUP, INC.	InftyReader+ChattyInfty sftwr for visual	\$1,335.53
P08-04933	FUTURE AIDS: THE BRAILLE SUPER	Talking typing software for visually imp	\$236.67
P08-04934	SOMA TECHNOLOGY, INC.	EQUIPMENT FOR MEDICAL ASSISTING	\$8,173.50
P08-04935	TECHSMITH INC.	Camtasia 5.0 software for Math	\$296.26
P08-04936	ARMSTRONG MEDICAL INDUSTRIES	SHELVING FOR NURSING SKILLS LAB	\$694.67
P08-04937	APPLE COMPUTER, INC.	MACBOOKS FOR NURSE SKILLS LAB	\$5,760.32
P08-04938	DELL MARKETING	DELL LAPTOPS	\$5,842.21
P08-04939	S & B FOODS	Lunches for CARE Workshops	\$1,340.00
P08-04940	CSI ELECTRICAL CONTRACTORS, INC	Electrical Installation/RapidTech	\$11,700.00
P08-04941	S & B FOODS	Catering Charge for Advisory Committees'	\$719.11
P08-04942	ARMSTRONG MEDICAL INDUSTRIES	VITAL SIM UNITS FOR NURSING	\$4,104.85
P08-04943	SEHI PROCOMP COMPUTER PRODUCTS	Student DMA supplies	\$494.75
P08-04944	ARMSTRONG MEDICAL INDUSTRIES	SIMULATOR FOR MEDICAL ASSISTING	\$5,781.44
P08-04945	OC PRINTING CO.	STRESS BALLS FOR DSPS STUDENTS	\$1,114.60
P08-04946	SIGNS PLUS MORE	Hall of Fame Updates	\$1,142.63
P08-04947	ONE SOURCE DISTRIBUTORS, INC.	BUS SHELTER - REPLACE FIXTURE	\$2,105.37
P08-04948	SANTA ANA UNIFIED SCHOOL DIST.	Reimbursement for Bus Expense to IVC	\$1,275.00
P08-04949	JRH CONSTRUCTION COMPANY, INC.	BID NO.1071, F.A. RESTRM EXPANSION	\$1,860,975.00
P08-04950	JOSTEN'S	rental regalia for IVC Teachers of the Y	\$84.57
P08-04951	LAND SPECTRUM	ARCHITECTURAL AGRMT FOR ATEP	\$33,400.00
P08-04952	DELL MARKETING	TOM FUENTES LAPTOP	\$1,716.79
P08-04953	DESIGN SCIENCE, INC.	Softwsoftware to help disabled with math	\$91.74
P08-04954	ULLMAN SAILS INTERNATIONAL	NEW SAILS FOR CATALINA BOATS	\$6,260.28
P08-04955	GOVCONNECTION	Computer backup software.	\$60.10
P08-04956	CARDINAL HEALTH	ALARIS SYSTEMS FOR NURSING	\$17,316.94
P08-04957	TROXELL COMMUNICATIONS, INC.	Tech Refresh Equipment	\$805.97
P08-04958	TROXELL COMMUNICATIONS, INC.	Cable locks	\$565.69
P08-04959	SEHI PROCOMP COMPUTER PRODUCTS	Laserjet CP1215 Printer	\$293.44
P08-04960	ACCESS TO RECREATION CORP.	EQUIP. FOR ADAPTED KNEA CLASSES	\$6,342.96
P08-04961	CARDINAL HEALTH	ALARIS SYSTEM FOR SKILLS LAB	\$6,089.73
P08-04962	DELL MARKETING	Technology equipment & software	\$5,606.30
P08-04963	UNITED FABRICARE SUPPLY, INC.	Laundry Supplies for Women's Equip	\$225.74
P08-04964	MAIER INTERNATIONAL, INC.	SM - BROKEN WATER LINE	\$3,745.00
P08-04965	TV MAGIC, INC.	CONSULTANT AGRMT FOR BS TECH.	\$30,000.00
P08-04966	QUINN RENTAL SERVICES	RENTAL OF LIFT FOR ONE WEEK	\$944.82
P08-04967	MAIN GRAPHICS	Purchase of Four IVC Program Brochures..	\$2,672.20
P08-04968	COLAD GROUP, LLC	Outreach Pocket Folders	\$3,889.88
P08-04969	SEHI PROCOMP COMPUTER PRODUCTS	PRINTER FOR J.MORRIS	\$198.30
P08-04970	ACCESS TO RECREATION CORP.	EQUIP. FOR ADAPT. KNEA CLASSES	\$2,851.88
P08-04971	SEHI PROCOMP COMPUTER PRODUCTS	SCANNER FOR HIGH TECH CENTER	\$7,703.79
P08-04972	KIEFER, ADOLF & ASSOC.	POOL EQUIP. NEEDED FOR ADAPTED KNEA CLAS	\$2,264.59
P08-04973	KIEFER, ADOLF & ASSOC.	POOL EQUIP. FOR ADAPTED KNEA	\$498.00
P08-04974	SMOLEN, LISA & ASSOCIATES	KURZWEIL 3000 NETWORK LICENSE	\$6,734.38
P08-04975	PRO-MED PRODUCTS, INC.	EQUIP. FOR ADAPTED KNEA CLASSES	\$1,484.86
P08-04976	SEHI PROCOMP COMPUTER PRODUCTS	PRINTERS FOR PROTORS IN LIBRARY	\$ .00
P08-04977	STENOGRAPH	DSPS CAPTIONING EQUIPMENT	\$9,971.69
P08-04978	HEALTH PLUS	BLOOD PRESSURE MONITOR, ADAPTED KNEA	\$ .00
P08-04979	UPTIME BUSINESS PRODUCTS	WALL MOUNTED FOLDING DESKS FOR MA	\$1,497.40
P08-04980	PAULINE'S PROFESSIONAL POTPOUR	Flash Drives for DSPS students	\$3,235.56

## BOARD OF TRUSTEES PURCHASE ORDER LISTING

-v4.2

Purchase Order Numbers P08-04871 Through P08-05051

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-04981	XEROX CORPORATION	staples for copy machine	\$118.83
P08-04982	PAULINE'S PROFESSIONAL POTPOUR	IVC logo bags	\$3,417.05
P08-04983	PAULINE'S PROFESSIONAL POTPOUR	Brief Bag for outreach of DSPS students	\$2,994.20
P08-04984	CSU FULLERTON	AMERICORPS-WE CARE PROGRAM-VOLUNTEER PROG	\$12,000.00
P08-04985	ALLSCRIPTS	medication needed for student care	\$125.85
P08-04986	HAITBRINK ASPHALT PAVING, INC.	PLACE BOLLARDS	\$8,265.00
P08-04987	OUTFRONT MOTORSPORTS	AUTOMOTIVE EQUIPMENT	\$1,283.82
P08-04988	LEWIS CONSULTING GROUP	ATEP Project	\$15,000.00
P08-04989	REDROCK MICRO	Replacement part for lens system	\$101.48
P08-04990	GANDER-PRINTCO	Accounts Payable Envelopes	\$698.22
P08-04991	ONE SOURCE DISTRIBUTORS, INC.	ELECTRICAL SUPPLIES	\$510.65
P08-04992	CPP, INC.	Firo-B test and booklets	\$757.77
P08-04993	CABLES TO GO	Computer related equipment.	\$322.54
P08-04994	BRIGGS CORPORATION	CHARTING EQUIPMENT FOR NURSING	\$757.16
P08-04995	MY BINDING	Comb Binding Machine Purchase	\$483.00
P08-04996	IMAGE PRINTING SOLUTIONS	Mouse pads for Outreach purposes	\$7,863.25
P08-04997	EMI NETWORK	Reprints of U.S. News on IVC	\$1,975.38
P08-04998	AUDIOLINKS	PURCHASE SOUND SYSTEMS FOR STUDENTS	\$1,565.29
P08-04999	APPLE COMPUTER, INC.	IMAC COMPUTERS FOR HIGH TECH LAB	\$3,935.03
P08-05000	APPLE COMPUTER, INC.	RECHARGEABLE BATTERY-FOR MACBOOK	\$249.98
P08-05001	GYRO INC.	SUPPLIES FOR DMP STUDENTS	\$59.09
P08-05002	MISSION PRINTING COMPANY, INC.	Mission Printing for 300 Scholarship Pro	\$1,199.26
P08-05003	S & B FOODS	JOB FAIR 7 & 8 TH GRADE GRANT	\$175.09
P08-05004	OCB REPROGRAPHICS, INC.	SADDLEBACK SIGNAGE PROJECT - COPY OF BID	\$190.00
P08-05005	UNITED NUCLEAR SCIENTIFIC SUPP	PHYSICS SUPPLIES	\$419.47
P08-05006	CABLES TO GO	Computer support tools and accessories.	\$511.78
P08-05007	GOVCONNECTION	Mobile hard disk backup drive.	\$122.33
P08-05008	RECORDING FOR BLIND/DYSLEXIC	READING DEVICE FOR DSPS STUDENTS	\$2,148.06
P08-05009	MOORE MEDICAL CORP.	medication	\$122.65
P08-05010	ON THE CAPITOL DOORSTEP	Pamphlets	\$60.60
P08-05011	SVM, LP	Gas Cards	\$1,920.00
P08-05012	BANNERSANDSIGNS.NET	Name Plate Signs	\$61.19
P08-05013	DIAMOND TRIUMPH GLASS	WINDSHIELD REPLACEMENT	\$215.00
P08-05014	SO COAST FIRE PROTECTION	SYSTEM CHARGE	\$132.63
P08-05015	HERCULES PORTABLE POWER, INC.	CONTRACT SERVICES	\$200.00
P08-05016	PITNEY-BOWES SUPPLY	POSTAGE	\$30,000.00
P08-05017	MC KESSON GENERAL MEDICAL	medical supplies	\$196.76
P08-05018	MC KESSON GENERAL MEDICAL	medical equipment needed for student car	\$901.44
P08-05019	INDUSTRIAL HYGIENE MGMT., INC.	SSC - PHASE 1 INDOOR AIR QUALITY EVALUAT	\$5,500.00
P08-05020	TLS LABORATORIES	WATER RE-TEST FIVE WINDOWS AT BGS	\$1,750.00
P08-05021	MC MAHAN BUSINESS INTERIORS	BGS - FURNITURE	\$196,082.35
P08-05022	ACADEMIC SUPERSTORE	Software for code development.	\$118.47
P08-05023	ACADEMIC SUPERSTORE	Flash drives for chem labs using laptops	\$317.00
P08-05024	SEHI PROCOMP COMPUTER PRODUCTS	Laser Jet Print Cartridge	\$183.42
P08-05025	ALPHA OMEGA	AUTOMOTIVE EQUIPMENT	\$1,316.73
P08-05026	AUTOMOTIVE SERVICE EQUIPMENT	AUTOMOTIVE EQUIPMENT	\$972.98
P08-05027	QUEZADA PRO LANDSCAPE, INC.	CHILD CARE CTR - TREE PRUNING	\$3,420.00
P08-05028	QUEZADA PRO LANDSCAPE, INC.	CDC - REMOVAL OF DEAD PLANTS	\$3,900.00
P08-05029	UNIV. OF CAL., DAVIS	OPTICAL GLASS SUPPLY FOR FABRICATION CLA	\$407.09
P08-05030	UNIV. OF HAWAII	Payment for NSF Subaward - DUE 0702912	\$25,000.00
P08-05031	APPLEMAN, JACK	Marketing CACT Program at COMAP	\$400.00
P08-05032	FOSTER CARE AUXILIARY OF OC	Workshop Presentation	\$120.00
P08-05033	MILLER, SALLIE	Workshop Presentation	\$180.00
P08-05034	K-LOG COMPANY, INC.	Stantion Sign	\$124.84
P08-05035	MARKET-BASED SOLUTIONS, INC.	SCAQMD emission credits	\$1,260.00

## BOARD OF TRUSTEES PURCHASE ORDER LISTING

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Purchase Order Numbers P08-04871 Through P08-05051

PO #	Vendor Name	Purchase Order Description	Total Cost
P08-05036	HERCULES PORTABLE POWER, INC.	CONTRACT SERVICES	\$200.00
P08-05037	ENVIRON	ATEP Project	\$10,000.00
P08-05038	TASTE CATERING, INC.	CATERING	\$525.87
P08-05039	QUEZADA PRO LANDSCAPE, INC.	VETERANS MEMORIAL - TREE REMOVAL	\$ .00
P08-05040	MONJARES & WISMEYER GROUP, INC	Job Analysis, SOCCCD	\$1,172.50
P08-05041	MISSION PRINTING COMPANY, INC.	Commencement Program Printing	\$1,885.63
P08-05042	GALLUP PRESS BOOKS	STUDENT SERVICES CONFERENCE	\$750.00
P08-05043	COLORADO TIME SYSTEMS	STATE CHAMPIONSHIP SWIM EVENT	\$1,000.00
P08-05044	BEE MAN	AGB BUILDING SWARM OF BEES	\$175.00
P08-05045	OC PRINTING CO.	Recruitment materials for Nursing	\$512.21
P08-05046	IMAGE PRINTING SOLUTIONS	ENVELOPES	\$493.71
P08-05047	HAITBRINK ASPHALT PAVING, INC.	REMOVE AND REPLACE CONCRETE	\$6,470.00
P08-05048	ACHIEVEMENT INSTITUTE OF SCIEN	Laser optics for high school students	\$1,200.00
P08-05049	GALLUP PRESS BOOKS	STUDENT SERVICES STAFF DEV	\$408.08
P08-05050	QUICK SORT SANTA ANA, INC.	postage & mailing for Emeritus regis. pe	\$1,039.50
P08-05051	QUICK SORT SANTA ANA, INC.	postage & mailing for Spring 2008 permit	\$4,717.02
			=====
			\$3,187,273.41

## BOARD OF TRUSTEES PURCHASE ORDER LISTING

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Purchase Order Numbers P09-00041 Through P09-00091

PO #	Vendor Name	Purchase Order Description	Total Cost
P09-00041	OC DEPT OF EDUCATION	COURIER SERVICES	\$3,369.00
P09-00042	IACLEA	Membership	\$225.00
P09-00043	L.A. TIMES	Annual week-end plus subscription	\$53.00
P09-00044	INT'L TICKETING ASSOCIATION	Membership renewal	\$93.75
P09-00045	DATANET SOLUTIONS INC.	LaserFiche Software Assurance Plan	\$13,336.70
P09-00046	IBM	IBM Hardware Maintenance Agreement	\$6,052.80
P09-00047	GUEST ARTISTS	Expenses for Shangri-la Acrobats Event 0	\$9,050.00
P09-00048	CONNEX SOLUTIONS, INC.	Annual Technical Support for CONNX Softw	\$16,507.00
P09-00049	BOND LOGISTIX LLC	Arbitrage Rebate Compliance Services	\$2,100.00
P09-00050	PRONEXUS, INC.	Pronexus VBVoice Premium Support Plan	\$2,990.00
P09-00051	ISI TELEMAGEMENT SOLUTIONS	Telephone Call Accounting Support	\$1,855.98
P09-00052	CCUPCA - DEPT OF PUBLIC SAFETY	Membership	\$75.00
P09-00053	RP GROUP	Consultant agreement	\$120,000.00
P09-00054	BRIDGES.COM CO	Contract Services Renewal for Bridges	\$1,700.00
P09-00055	DELL MARKETING	Tech Refresh Equipment	\$156,067.26
P09-00056	SYMANTEC CORPORATION	Technology Refresh Software	\$2,190.56
P09-00057	U.S. POSTMASTER	POSTAGE	\$1,169.21
P09-00058	TREND OFFSET PRINTING	PRINTING OF CLASS SCHEDULES	\$8,942.00
P09-00059	LIBRARY OF CONGRESS	Pay for online cataloging service.	\$525.00
P09-00060	OC BUSINESS JOURNAL	Renewal subscription OC Bus. Jrnl.	\$58.00
P09-00061	GRACE TRAINING SUPPLY	SKILLS LAB KITS FOR N244/245	\$2,077.98
P09-00062	MASTER TEACHER, INC.	Renewal of the Professor newsletter	\$63.00
P09-00063	GRACE TRAINING SUPPLY	SKILLS LAB KITS FOR N244/245	\$1,318.05
P09-00064	DISCOUNT SCHOOL SUPPLY	CLASSROOM SUPPLIES	\$84.51
P09-00065	OC REGISTER	Advertising for July 08 events	\$517.00
P09-00066	UNION BANK OF CALIFORNIA	PARS Supp. Retire. Annuity Premium	\$717,627.18
P09-00067	CCC	FUSION ANNUAL LICENSE FEE	\$16,768.70
P09-00068	PRESS ASSOCIATION, INC.	APNetwork News Newspaper services for KS	\$14,336.09
P09-00069	NASFAA	NASFAA Membership	\$1,879.00
P09-00070	GILMAN GEAR	Football supplies	\$69.57
P09-00071	RIDDELL/ALL AMERICAN	Football supplies	\$4,037.92
P09-00072	KEN'S SPORTING GOODS	Football supplies	\$789.25
P09-00073	COMMUNITY COLLEGE LEAGUE OF CA	Pay for online database renewals (2008-2	\$15,225.02
P09-00074	BUDDY'S ALL STARS INC.	Football Team Supplies	\$8,214.41
P09-00075	BUDDY'S ALL STARS INC.	Cross Country Uniform Supplies	\$5,835.09
P09-00076	MISSION VIEJO HIGH SCHOOL	Advertising at Mission Viejo High School	\$300.00
P09-00077	KEN'S SPORTING GOODS	Basketball Supplies	\$28.76
P09-00078	OFFICE MAX	Office Max Supply Orders 2008/2009	\$2,500.00
P09-00079	OFFICE MAX	Office Max Supply Orders 2008/2009	\$310,000.00
P09-00080	TRI-AD	Admin. & Banking Svcs. for FSA 08/09	\$7,000.00
P09-00081	LOOMIS, FARGO & COMPANY	Armored Car Service 08/09	\$7,500.00
P09-00082	WELLS FARGO #2078 (DIST TRAVL)	SHIFT 4, MO.CHARGES	\$7,000.00
P09-00083	SOCccd WORKERS COMPENSATION	Reimburse Checking Account Workers' Comp	\$39,000.00
P09-00084	CAREERBUILDER, LLC	Advertising for SOCccd	\$7,674.00
P09-00085	U.S. POSTMASTER	Postage for mailing Fall 2008 IVC class	\$23,280.75
P09-00086	CENTER FOR PHLEBOTOMY EDUCATIO	SUBSCRIPTION FOR PHLEBOTOMY	\$99.00
P09-00087	TREND OFFSET PRINTING	Class Schedules 08-09 Fall, Spring, Sum	\$140,000.00
P09-00088	SOCccd PROP/LIABILITY TRUST	Reimburse SOCccd Checking	\$125,000.00
P09-00089	LEXIPOL LLC	Policy Manual Update	\$2,450.00
P09-00090	ACUTA	ACUTA Membership 2008-2009	\$557.00
P09-00091	SO COAST HIGHER EDUCAT. COUN.	SCHEC INSTITUTIONAL MEMBERSHIP 08-09	\$50.00

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\$1,807,642.54

## BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

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Req. #	Vendor Name	Description	Total Cost
RD09-00023	WELLS FARGO #4198 FISCAL-SBC	Digital Recording/Editing Supplies	\$295.00
RD08-02694	S & B FOODS	CATERING FOR DLC MEETING	\$158.93
C48952	WELLS FARGO #2078 (DIST TRAVL)	PAY REGISTRATION FEE FOR ADVOCACY TRIP	\$1,500.00
RD08-02693	SERF'S UP ENTERPRISES	Hull Painting & cleaning for Boston Whal	\$595.00
RD09-00022	ACADEMIC IMPRESSIONS	Academic Impressions Web Conference	\$350.00
RD08-02692	CHUMAN, JERILYN	Basic Skills Regional Meeting	\$365.82
RD08-02691	O'CONNOR, KEVIN	Conference Reimbursement- Kevin O'Connor	\$1,052.60
RD09-00021	DI ALTO, LOIS	Lois DiAlto attending 08 Curriculum Inst	\$1,027.00
RD08-02690	DAYRIT, LEIZEL	APAC Dance Performance for CTE Event	\$200.00
RD08-02689	SADDLEBACK COLLEGE FOUNDATION	Jazz Band payment for CTE NIGHT	\$500.00
RD08-02688	NOTHING BUT AIR	Ballon Decoration for CTE Night	\$641.00
RD08-02687	BUDDY'S ALL STARS INC.	Baseball uniform suplies	\$698.22
RD08-02685	WELLS FARGO #3465 FISCAL-IVC	REPAIR PRESSUR WASHER	\$550.83
RD08-02684	LIU, JOE	reimbursement for mailing of subpoena no	\$5.33
RD08-02683	SEMANIK, JOYCE	REIMBURSEMENT FOR SUPPLIES	\$45.81
RD08-02682		State Championship Swim Event	\$ .00
RD08-02681	COLORADO TIME SYSTEMS	State Championship Swim Event	\$ .00
RD08-02680	WELLS FARGO #3317 (DISTRICT)	Register.com	\$210.00
RD09-00020	STINSON, AMY L.	REIMBURSEMENT FOR GEO FIELD STUDIES RESE	\$ .00
RD08-02678	S & B FOODS	CONFERENCE -STUDENT SERVICES STAFF DEVEL	\$712.23
RD08-02677	MIDWEST LIBRARY SERVICE	Pay for reference books - standing order	\$3,205.91
RD08-02671	SJM INDUSTRIAL RADIO	2-WAY RADIO REPAIR	\$140.00
RD08-02670	MKH ELECTRONICS	REPAIR EKG MACHINES	\$135.00
RD08-02669	RYDIN DECAL	STAFF PARKING PERMIT	\$830.00
RD08-02668	BORATYNEC, ZINA	Reim. to Zina Boratynec for Conf. Fees P	\$50.00
RD09-00019	NGUYEN, VIVIAN	CONFERENCE FOR VIVIAN NGUYEN	\$1,717.23
RD08-02667	S & B FOODS	CAPSTONE EVENT 7 & 8TH GRADE GRANT	\$2,800.00
RD09-00018	SENIOR, VALERIE	CONFERENCE FOR VALERIE SENIOR	\$1,152.32
RD08-02666	COASTLINE ROP	reimburse grant fund expenditure	\$7,802.60
RD09-00017		Booth reservation fee for 7/4 Event	\$75.00
RD08-02665	EBSO SUBSCRIPTION SERVICE	Pay for subscription price adjustment.	\$591.72
RD08-02664	SALEM PRESS, INC.	Library books per Tom Weisrock request	\$331.87
RD08-02663	FISHER, KRISTA	Reimburse staff member for books for cla	\$235.06
RD08-02662		Booth reservation fee for July 4 Celebra	\$ .00
RD08-02661	S & B FOODS	TECH PREP CONSTORIUM MEETING	\$64.11
RD08-02660	AMER. RED CROSS	Health / CPR Supplies	\$500.00
RD08-02659	ALIZADEH, SHOLEH	Reimburse staff member for conference at	\$45.31
RD08-02658	CLARK, KATE	Reimbursement	\$47.44
RD08-02657	DOMINGUEZ, CARMEN	Conference	\$2,030.21
RD08-02656	S & B FOODS	CTE Open House Expense	\$2,424.38
RD09-00016	UNIV. OF CAL., L.A. (UCLA)	UC Conference Registration	\$60.00
RD08-02655	POWER FORD TUSTIN	VAN REPAIRS	\$266.18
RD08-02654	AZARY, MARYAM	REIMBURSEMENT FOR CONFERENCE	\$50.00
RD08-02653	CAPISTRANO-LAGUNA BEACH ROP	Partner Stipend Reimbursement	\$ .00
RD08-02652	WELLS FARGO #3317 (DISTRICT)	Buy.com	\$42.07
RD08-02651	CERTIPORT	MOUS TEST VOUCHERS	\$ .00
RD09-00015	BASHOR, LINDA	Payment of Registration/hotel fees for c	\$1,125.00
RD08-02650	OCB REPROGRAPHICS, INC.	COPIES FOR BID NO. 1078 EXTERIOR SIGNAGE	\$ .00
RD08-02649	S & B FOODS	CLASSIFIED STAFF WORKSHOP	\$ .00
RD09-00014	TANRIVERDI, FAWN	Staff reimbursement for registration fee	\$60.00
RD08-02648	SADDLEBACK GOLF CARS, INC.	GOLF CART REPAIR	\$1,065.01
RD08-02647	JENNIFER FOROUZESH	REIMBURSEMENT FOR J. FOROUZESH	\$52.17
RD08-02646	SNEED, DONNA	Reimbursement of Outreach Supplies for E	\$43.04
RD08-02645	CCAR	Online safety training Certification	\$199.00
RD08-02644	XEROX CORPORATION	XEROX GLASS CLEANER	\$57.41
RD08-02643	WELLS FARGO #3465 FISCAL-IVC	DUNN-EDWARDS PAINT FOR SCH.MAINT.PROJECT	\$1,900.00

## BOARD OF TRUSTEES CONFIRMING REQUISITION LISTING

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Req. #	Vendor Name	Description	Total Cost
RD08-02642	NORMS REFRIGERATION	EMERGENCY REPAIR	\$424.41
RD08-02641	SENDABA, BARBARA	POSTAGE FOR EXPRESS MAIL	\$16.50
RD08-02640	TACKETT, ED WARD	Ed Tackett/Manuf Your Future Career/Hart	\$1,123.00
RD08-02636	PATTON, KEN	REIMBURSEMENT Your Future Career Expo	\$1,268.00
RD08-02633	FLUEGEMAN, TERESA	REIMBURSEMENT FOR T.FLUEGEMAN	\$20.00
RD08-02632	IMPRESSIONS PRINTING	Printing, stationary	\$666.70
RD08-02629	WELLS FARGO #3317 (DISTRICT)	OFFICE MAX	\$484.83
RD08-02628	MC MULLEN, SEAN	Reimbursement	\$171.32
RD08-02627	WENZEL, DIANE	Reimbursement for Whaler Maintenance	\$7.43
RD08-02626	GASTON, JIM	Reimbursement for Proj ASSIST Visioning	\$602.04
RD08-02625	WELLS FARGO #3465 FISCAL-IVC	Scrip-Safe Security Products, Inc.	\$1,710.00
RD08-02624	SKAFF, PENNY	REIMBURSEMENT FOR MATERIALS	\$224.64
RD08-02623	XEROX CORPORATION	Supply for Xerox Printer	\$129.59
RD08-02622	YALE CHASE MATERIALS HANDLING	Non-Instructional Repair	\$ .00
RD08-02621	MATHUR, RAGHU P.	R.MATHUR TO OCBC CONFERENCE IN SACRAMENT	\$200.00
RD08-02620	HESSE, LISA	Reimbursement/Student Supplies	\$24.23
RD08-02619	NGUYEN, HALEY	Reimbursement/Student Supplies	\$208.36
RD08-02618	INLOW, LISA	Reimbursement/Student Supplies	\$130.20
RD09-00013	VENABLE, SAMANTHA J.	CONF FOR SAMANTHA VENABLE	\$1,749.00
RD09-00012	HIGGINS, RUTH	NASFAA Conference	\$2,716.78
RD08-02617	NORTH ORANGE COUNTY ROP	Tech Prep Regional Grant Expense	\$200.65
RD08-02616	OLNEY, SHARON	LERN Conference for Sharon Olney May 28,	\$340.00
RD08-02615	SEMER, LYNN	REIMBURSEMENT SPRING 2008 FN 400 NUTRITI	\$609.78
RD08-02614	S & B FOODS	TECH PREP MEETING	\$64.11
RD08-02613	WELLS FARGO #3317 (DISTRICT)	ALL CITY ANIMAL TRAPPING	\$175.00
RD08-02612	SNEED, DONNA	Reimbursement of Outreach Supplies	\$43.04
RD08-02611	SNEED, DONNA	Reimbursement of Outreach Supplies	\$170.16
RD08-02610	WELLS FARGO #3317 (DISTRICT)	CPER California Public Employee Relation	\$22.57
RD08-02609	SADDLEBACK GOLF CARS, INC.	Equipment Repair	\$959.32
RD08-02608	HORIZON	BASEBALL FIELD - PRODUCTS FOR GRASS FUNG	\$2,838.89
RD08-02607	CHEMILIZER PRODUCTS, INC.	REBUILD CHEMILIZER	\$324.20
RD08-02606	CHRONICLE OF HIGHER EDUCATION	R. MATHUR TO CHRONICLE OF HIGHER ED CONF	\$2,074.21
RD08-02605	EAGLE COMMUNICATIONS	Repair Emergency Call Box Phones	\$243.73
RD08-02604	LASER SOURCE	Non-instructional repair	\$248.66
RD08-02603	SMITH, THOMAS L.	Reimburs for Tom Smith	\$ .00
RD08-02602	SAAGE, KATHLEEN L.	Reimburse Kathi Saage for graphic design	\$763.81
RD08-02581	DALY, TRACY	Conference reimbursement for Capitol Da	\$321.00
RD08-02580	SHERLING, DOROTHY	Reimbursement for Postage	\$13.41
RD08-02579	NORTH ORANGE CO.COM.COL.DIST.	CCFNOC-JEROME HUNTER RETIREMENT	\$55.00
RD08-02578	GOLF VENTURES WEST	EQUIPMENT REPAIR	\$88.73
RD08-02577		AC repair	\$336.00
RD08-02576	GOLF VENTURES WEST	EQUIPMENT REPAIR	\$320.51
RD08-02574	GIZIEL LEFTWICH	Employee Enrollment Fee Reimbursement Re	\$60.00
RD08-02570	LIU, JOE	reimbursement for purchase of diploma co	\$34.47
RD08-02569	MOELLER, HEIDI M.	Reimbursement	\$525.00
RD08-02568	KERR, DEBRA	Conference Expense Reimbursement	\$163.26
RD08-02566	EMERSON MUSIC	Music purchased	\$99.91
RD08-02565	WELLS FARGO #3317 (DISTRICT)	amazon.com	\$119.05
RD09-00011	WELLS FARGO #3317 (DISTRICT)	ISSA-Information Systems Security Associ	\$135.00
RD08-02564			\$ .00
RD08-02563	BALTIERRA, JUANITA	Reibmurse Juantia Baliterr for Workshop	\$15.00
RD08-02562	GUY, GEORGINA	Reimburse Georgina Guy for 2 workshops	\$40.00
RD08-02561	ALFORD, JOANN	Reimbursement for food	\$9.99
RD08-02560	ROCHA, ANNE	Reimbursement for office supply	\$14.05

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\$61,311.35

**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 No. 070950 through 071731, processed through the Orange County Department of Education, totaling \$3,985,221.19; and Checks No. 009208 through 009231, processed through Saddleback College Community Education, totaling \$27,047.11; and Checks No. 008437 through 008439, processed through Irvine Valley College Community Education, totaling \$2,187.50 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 #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	070950	5/08/08	AT & T MOBILITY	\$48.20	2 CELL PHONES AND SERVICE
O	070951	5/08/08	AT&T/MCI	\$276.43	Annual P.O. for telephone service
O	070952	5/08/08	AT&T	\$49.85	Annual P.O. for telephone service
O	070953	5/08/08	CITY OF TUSTIN	\$550.00	MCAS SUBLEASE CITY OF TUSTIN
O	070954	5/08/08	OFFICEMAX CONTRACT INC.	\$28,683.92	Office Max Supply Orders 2007/2008
O	070955	5/08/08	NANCY PADBERG	\$167.80	NPADBERG INTERNET 07/08
O	070956	5/08/08	PASCO SCIENTIFIC	\$930.03	PHYSICS SUPPLIES
O	070957	5/08/08	PEP BOYS	\$172.38	AUTOMOTIVE SUPPLIES
O	070958	5/08/08	PETE'S ROAD SERVICE	\$582.30	TIRES
O	070959	5/08/08	PHOENIX BUSINESS MACHINES, INC	\$350.00	COPIER MAINTENANCE
O	070960	5/08/08	PHOENIX GROUP INFORMATION SYS.	\$192.39	Annual Maintenance Agreement
O	070961	5/08/08	PIONEER CHEMICAL CO.	\$668.70	CUSTODIAL SUPPLIES
O	070962	5/08/08	POSTAL PRIVILEGE, PITNEY-BOWES	\$2,832.00	MAILING SYSTEM LEASE
O	070963	5/08/08	PRAXAIR	\$55.78	Annual Maintenance Agreement
O	070964	5/08/08	PRO CHEMICAL & DYE	\$14.37	FASHION SUPPLIES
O	070965	5/08/08	THE QUANTUM GROUP	\$378.33	Polo Shirts for Student Ambassadors
O	070966	5/08/08	QUICK CAPTION	\$990.00	Provide Real Time Captioning Services
O	070967	5/08/08	REALVOLLEYBALL.COM	\$380.23	VOLLEYBALLS
O	070968	5/08/08	RECALL SECURE DESTRUCTION	\$201.62	Shredding Account Documents 07/08
O	070969	5/08/08	BONNIE RENNIE	\$120.00	Voice Interpreter
O	070970	5/08/08	S & B FOODS	\$1,935.20	TECH PREP ARTICULATION DAY
O	070971	5/08/08	S & B FOODS	\$179.40	Luncheon for Human Dev. Advisory meeting
O	070972	5/08/08	SAMY'S CAMERA	\$109.37	Photography negative sleeves
O	070973	5/08/08	FHEG SADDLEBACK BOOKSTORE	\$5,640.00	Bus Passes for EOPS Eligible students
O	070974	5/08/08	FHEG SADDLEBACK BOOKSTORE	\$315.17	Educational Supplies
O	070975	5/08/08	FHEG - SADDLEBACK BOOKSTORE	\$2,063.82	Books for CARE Eligible students
O	070976	5/08/08	SEHI PROCOMP COMPUTER PRODUCTS	\$1,844.93	5 HP PRINTERS
O	070977	5/08/08	SHAMROCK SUPPLY	\$412.16	GOUNDS SUPPLIES
O	070978	5/08/08	SIGMA ALDRICH CHEMICAL CO.	\$216.53	BIOLOGY SUPPLIES
O	070979	5/08/08	SOUTHERN COUNTIES OIL	\$4,578.14	FUEL
O	070980	5/08/08	SOUTH ORANGE COUNTY COMMUNITY	\$17,000.00	CARE Grants
O	070981	5/08/08	SOCCER CENTER	\$224.96	BALLS FOR WOMEN'S SOCCER CLASS
O	070982	5/08/08	SPECTRUM CHEMICAL MFG. CORP.	\$97.63	CHEMISTRY SUPPLIES
O	070983	5/08/08	SPSS, INC.	\$155.82	SPSS License Renewal for SmartViewer Web Server
O	070984	5/08/08	SVM, LP	\$2,593.95	Gas Cards for Eligible CalWORKs students
O	070985	5/08/08	SVM, LP	\$14,285.00	Gas Cards for EOPS/CARE Eligible students
O	070986	5/08/08	SYSTEMS SOURCE, INC.	\$1,827.45	Ergonomic arm brackets/support
O	070987	5/08/08	FAWN TANRIVERDI	\$21.11	Reimbursement
O	070988	5/08/08	TMP MECHANICAL, INC.	\$142.34	Repair water chillers for aquarium
O	070989	5/08/08	TOMARK SPORTS EQUIPMENT	\$1,682.76	REPAIR SERVICES ON THE BASKETBALL BASKETS
O	070990	5/08/08	TRABUCO HILLS HIGH SCHOOL	\$300.00	Advertising
O	070991	5/08/08	TRAVEL VIDEO STORE.COM	\$293.50	Dept. Resources
O	070992	5/08/08	TREND OFFSET PRINTING	\$11,981.99	FALL 2007 SCHEDULE PRINTING
O	070993	5/08/08	TRI-AD	\$553.00	Admin. & Banking Svcs. for FSA 07/08
O	070994	5/08/08	TROXELL COMMUNICATIONS, INC.	\$8,970.00	Install new AV Cable in BGS Bldg
O	070995	5/08/08	ARACELLI TRUJILLO	\$50.00	Panel Presentation
O	070996	5/08/08	TURF TIRE DISTRIBUTORS	\$851.88	TIRES
O	070997	5/08/08	TWACOMM.COM	\$500.06	Headphone&microphone for disabled use
O	070998	5/08/08	UNITED SITE SERVICES OF CA,	\$269.97	PORTABLE RESTROOM FOR IVC BASEBALL FIELD
O	070999	5/08/08	VALPAR INTERNATIONAL CORP.	\$774.00	CHECK RUN
O	071000	5/08/08	VERIZON WIRELESS	\$35.31	BlackBerry solutions data plan

## WARRANT REGISTER LISTING

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071001	5/08/08	VIDEO SERVICE OF AMERICA	\$460.76	Supplies for TV Production
O	071002	5/08/08	VITAL LINK EDUCATION AND	\$2,341.66	Contract agreement
O	071003	5/08/08	VWR INTERNATIONAL, INC.	\$69.62	BIOLOGY SUPPLIES
O	071004	5/08/08	W A X I E	\$108.37	janitorial supplies
O	071005	5/08/08	WENGER CORPORATION	\$11,435.94	Choral Risers
O	071006	5/08/08	WEST-LITE SUPPLY CO.	\$875.90	ELECTRICAL SUPPLIES
O	071007	5/08/08	MARY WILLIAMS	\$37.48	Classified Staff Development Day 2008
O	071008	5/08/08	MICHAEL E. WILSON	\$7,394.56	CONSTRUCTION MGMT SERVICES
O	071009	5/08/08	XEROX CORP.	\$799.77	PO for DocuTech 6135
O	071010	5/08/08	XEROX CORP.	\$12,779.38	SERVICE MAINT.
O	071011	5/08/08	XEROX CORP.	\$5,593.08	Lease/Maintenance for Satellite Copiers
O	071012	5/08/08	XEROX CORP.	\$268.28	ANNUAL MAINTENANCE AGREEMENT XEROX
O	071013	5/08/08	SMART & FINAL IRIS CO.	\$104.22	Food and supplies for Center
O	071014	5/08/08	SO. ORANGE CO. COMM. COL. DIST	\$2,173.00	To Reimburse Checking Account Workers' Comp Claims
O	071015	5/08/08	APPLE COMPUTER INC.	\$5,331.14	Editing computer for HD Video Package
O	071016	5/08/08	BASTIEN AND ASSOCIATES	\$25,234.02	ATEP Project
O	071017	5/08/08	BLUE SEAL DRAPERY & BLINDS	\$5,900.00	DRAPES FOR GREEN ROOM AND COSTUME SHOPS
O	071018	5/08/08	CCS PRESENTATION SYSTEMS, INC	\$28,117.37	Video Projectors
O	071019	5/08/08	CLARKE & ASSOCIATES, INC.	\$2,161.73	BUILDING PLAQUES FOR POLICE/WAREHOUSE AND MAINTENA
O	071020	5/08/08	COMPUTER CABLE STORE	\$579.89	FIBER OPTIC PATCH CABLES
O	071021	5/08/08	COPPIN LOCK & SAFE	\$1,423.41	locksmith services
O	071022	5/08/08	CORPORATE BUSINESS INTERIORS	\$3,357.49	TABLES FOR CONFERENCE ROOM
O	071023	5/08/08	eLumen Collaborative LLC	\$23,000.00	CHECK RUN
O	071024	5/08/08	gkkworks	\$12,804.53	BGS CONSTR. MGMT.
O	071025	5/08/08	HAITBRINK ASPHALT PAVING,	\$4,300.00	SPEED BUMP REMOVAL
O	071026	5/08/08	HARROD MANAGEMENT SOLUTIONS,	\$10,000.00	Professional Services:Network Support Services
O	071027	5/08/08	JOYCE INSPECTION & TESTING	\$6,160.00	INSPECTOR OF RECORD SERVICES
O	071028	5/08/08	LPA, INC.	\$28,579.61	ARCHITECTURAL SERVICES
O	071029	5/08/08	MACERICH CONSTRUCTION, INC.	\$52,272.00	BGS CABINET PROJECT
O	071030	5/08/08	MISSION VIEJO GLASS	\$4,460.00	MIRROR REPLACEMENT IN P.E. AREAS
O	071031	5/08/08	NEUDESIC, LLC	\$172,430.00	Student Information System, Contracted Services
O	071032	5/08/08	R2A ARCHITECTURE	\$12,382.12	PROVIDE A&E SERVICES FOR VILLAGE SWING SPACE
O	071033	5/08/08	TROXELL COMMUNICATIONS, INC.	\$4,480.25	AV Install Items
C	071034	5/09/08	COX COMMUNICATIONS, INC	\$-121.71	mileage
O	071035	5/09/08	GALE SUPPLY COMPANY	\$2,246.59	JANITORIAL SUPPLIES
O	071036	5/09/08	GALLS INC.	\$30.00	UNIFORMS FOR OFFICERS
O	071037	5/09/08	GANDER-PRINTCO	\$220.89	Business cards for DSPS office
O	071038	5/09/08	AMANDA GARCIA	\$50.00	Panel Presentation
O	071039	5/09/08	GLOBAL ENTERTAINMENT	\$7,517.91	News Set for TV Studio
O	071040	5/09/08	GoldWave Inc.	\$90.00	Digital audio editor software for DSPS students
O	071041	5/09/08	GOLF VENTURES WEST	\$675.86	MOWER/CART PARTS
O	071042	5/09/08	ESTER GRAHAM	\$5.25	Reim. Postage - E. Graham
O	071043	5/09/08	W. W. GRAINGER	\$106.92	REPAIR PARTS FOR KILN
O	071044	5/09/08	GRAYBAR ELECTRIC CO.	\$13.36	ELECTRICAL SUPPLIES
O	071045	5/09/08	GEORGINA GUY	\$996.30	Reimburseme Georgina Guy
O	071046	5/09/08	HD SUPPLY WATERWORKS	\$199.59	HVAC SUPPLIES
O	071047	5/09/08	JEANNETTE HECKER	\$244.00	960816 STUDENT SUCCESS GRANT SCHOLARSHIP
O	071048	5/09/08	HERCULES PORTABLE POWER, INC.	\$880.00	GENERATOR MAINT
O	071049	5/09/08	GABRIELA HERNANDEZ	\$50.00	Panel Presentation
O	071050	5/09/08	HEWLETT PACKARD	\$7,034.16	HP/Alpha System Hardware Maintenance Agreement
O	071051	5/09/08	HIGHLAND WOODWORKING	\$137.94	ART SUPPLIES

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071052	5/09/08	HIROMI PAPER INTERNATIONAL	\$627.77	PRINTMAKING SUPPLIES
O	071053	5/09/08	HOME DEPOT CREDIT SERVICES	\$791.75	MAINT/GROUNDS/CUST. SUPPLIES
O	071054	5/09/08	HYDRO-SCAPE PRODUCTS, INC.	\$2,058.68	IRRIGATION SUPPLIES
O	071055	5/09/08	INCENTRA SOLUTIONS OF	\$320.00	Contract services for TLC Grant
O	071056	5/09/08	INDUSTRIAL METAL SUPPLY CO.	\$25.87	METAL SUPPLIES
O	071057	5/09/08	INSIGHT MEDIA	\$1,409.10	DVD'S FOR MEDICAL ASSISTING
O	071058	5/09/08	INTERSTATE ELECTRIC	\$224.77	Signage Materials
O	071059	5/09/08	IRVINE PIPE & SUPPLY	\$191.58	OPEN P.O. FOR SUPPLIES
O	071060	5/09/08	IRVINE RANCH WATER DIST.	\$211.53	WATER SERVICE
O	071061	5/09/08	IRVINE VALLEY COLLEGE	\$2,924.01	March EOPS bookloan billing
O	071062	5/09/08	BILL JAY	\$245.62	WJAY INTERNET 07/08
O	071063	5/09/08	JEFF KAUFMANN	\$420.79	Reimbursement for field trip
O	071064	5/09/08	KNORR SYSTEMS, INC.	\$8,097.23	POOL SUPPLIES
O	071065	5/09/08	LAB-AIDS, INC.	\$124.02	ECOLOGY SUPPLIES
O	071066	5/09/08	LIBRARY ADVANTAGE	\$140.08	Purchase security strips for books.
O	071067	5/09/08	LIEBERT CASSIDY WHITMORE	\$18,413.62	Attorney Services FY 2007/2008
O	071068	5/09/08	ALLAN MAC DOUGALL	\$216.18	Lunch for UAT-Student Accts All Day Mtg
O	071069	5/09/08	McLOGAN'S SUPPLY CO.	\$1,222.96	Heat Transfer Press For Screen Printing
O	071070	5/09/08	MIDWEST LIBRARY SERVICE	\$449.04	Purchase books.
O	071071	5/09/08	JUNE M. MILLOVICH	\$1,175.70	REIMBURSEMENT
O	071072	5/09/08	MISSION HOSPITAL REG.MED.CTR.	\$200.00	Space Rent
O	071073	5/09/08	MODERN SCHOOL SUPPLIES	\$512.85	DRAFTING SUPPLIES
O	071074	5/09/08	MOLE-RICHARDSON	\$21.64	Parts to repair lighting instruments
O	071075	5/09/08	MOORE MEDICAL	\$62.10	OTC's
O	071076	5/09/08	MOULTON-NIGUEL WATER DIST.	\$4,876.56	Billing for Moulton-Niguel water services
O	071077	5/09/08	CITIZENS BUSINESS BANK	\$51,462.05	Viron mechanical retrofit and energy mgt. program
O	071078	5/09/08	ORANGE COUNTY PRINTING	\$2,768.70	Tote Bags
O	071079	5/09/08	ORANGE COUNTY REGISTER	\$306.16	ADVERTISING
O	071080	5/09/08	CAROL OLSON, Ph.D.	\$500.00	Honorarium
O	071081	5/09/08	KAPLAN EARLY LEARNING COMPANY	\$160.97	Classroom supplies.
O	071082	5/09/08	A-1 INTERNATIONAL TV SALES &	\$250.00	Repair of Panasonic Camera
O	071083	5/09/08	ADCLUB ADVERTISING SERVICE	\$2,272.90	Recruitment/Advertising for SOCCCD
O	071084	5/09/08	ALANS LAWNMOWER & GARDEN	\$1,068.75	GROUNDS EQUIPMENT
O	071085	5/09/08	A/R CENTRAL BILLING- BOISE	\$1,815.65	Groceries for Foods Lab.
O	071086	5/09/08	ALLIED REFRIGERATION INC	\$103.15	OPEN P.O. FOR SUPPLIES
O	071087	5/09/08	AMERICAN PSYCHOLOGICAL	\$25.95	Purchase video.
O	071088	5/09/08	AMSTERDAM PRINTING & LITHO	\$252.37	Promotional materials for division
O	071089	5/09/08	ARAMARK UNIFORM SERVICES	\$45.33	Shop coats,etc
O	071090	5/09/08	ARROWHEAD DRINKING WATER	\$43.09	Rental of ROHC Water Filtration System
O	071091	5/09/08	ARROWWOODS WORKS, INC.	\$9,918.10	CABINETS FOR PHLEBOTOMY
O	071092	5/09/08	B & H PHOTO	\$640.00	Microphone Kit for Voice Over Booth
O	071093	5/09/08	BAMWALL CO.	\$7,730.00	CUSTODIAL WAREHOUSE OFFICE AND BREAK AREA
O	071094	5/09/08	DICK BLICK	\$86.89	STUDENT ART SUPPLIES
O	071095	5/09/08	BOARD OF REGISTERED NURSING	\$105.00	SCHOLARSHIPS FOR LICENSURE
O	071096	5/09/08	CALIFORNIA COMMUNITY COLLEGE	\$1,600.00	Refund 2006/07 Fostering Stdnt Success Proj #96
O	071097	5/09/08	CLEAN HARBORS, INC.	\$6,722.45	HAZARDOUS WASTE PICKUP
O	071098	5/09/08	CPP, INC.	\$195.00	CHECK RUN
O	071099	5/09/08	MICHELLE RENE DEGENNARO	\$244.00	963565 SCHOLARSHIP FOR STUDENT
O	071100	5/09/08	KEIFER-RILEY GLASS INC.	\$7,000.00	REMOVE & REPLACE 41 MIRRORS CAMPUS WIDE
O	071101	5/09/08	ASHFORD GEAR	\$462.38	Classroom supplies.
O	071102	5/09/08	DEPT OF GENERAL SERVICES	\$266.31	CMAS Procurement charges for allsteel wrkstns

## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071103	5/14/08	JOANN ALFORD	\$170.51	Jo Ann Alford to attend MAC/CCC Student Services
O	071104	5/14/08	MORGAN BARROWS	\$483.50	Conference for Morgan Barrows
O	071105	5/14/08	JEANISE BARTIROMO	\$15.61	CONFERENCE REIMBURSEMENT
O	071106	5/14/08	MARIA BESNARD	\$90.00	CONFERENCE REIMBURSEMENT
O	071107	5/14/08	KATE CLARK	\$794.95	Kate Clark to attend 2008 CIAC Conference-SLO
O	071108	5/14/08	LARRY DE SHAZER	\$159.00	CONFERENCE FOR LARRY DESHAZER
O	071109	5/14/08	LINDA GLEASON	\$264.61	REIMBURSEMENT L. GLEASON
O	071110	5/14/08	ROBERT JACOBSON	\$841.69	REIMBURSEMENT FOR CONFERENCE
O	071111	5/14/08	DEBRA KERR	\$163.26	Conference Expense Reimbursement
O	071112	5/14/08	TONY LIPOLD	\$329.57	Expenses to attend conference
O	071113	5/14/08	JOE LIU	\$386.70	CACCRAO attendance for Joe Liu
O	071114	5/14/08	RAGHU MATHUR	\$150.00	TRAVEL FOR RAGHU MATHUR
O	071115	5/14/08	MICHAEL J. MERRIFIELD	\$648.00	Conference Reimbursement
O	071116	5/14/08	TOVA C. NORLEN	\$300.00	Conference Reimbursement
O	071117	5/14/08	DIANE OAKS	\$40.00	DIANE OAKS TO ATTEND CCPCO CONF 4/22-25
O	071118	5/14/08	OCTFCU	\$1,230.29	NOV 2007 MILEAGE
O	071119	5/14/08	KEITH SHACKLEFORD	\$174.45	CONFERENCE/ATHL. DIRECTORS SPRING 2008 MEETING
O	071120	5/14/08	KATHIE SMITH	\$725.34	Conference Reimbursement
O	071121	5/14/08	PAT SULLIVAN	\$706.47	Conference Reimbursement
O	071122	5/14/08	CARYN SUSSMAN	\$85.00	Ensuring Transfer Success Conf.--Caryn Sussman
O	071123	5/14/08	EDWIN TIONGSON	\$4,843.48	Foresnics Tournament April 2008 Chicago
O	071124	5/14/08	TASHA FRANKIEM	\$25.00	CCCApply Workshop Fee Reimbursement
O	071125	5/15/08	PACIFIC CLIPPINGS	\$73.33	Press clippings
O	071126	5/15/08	PARKWAY LAWMOWER SHOP	\$150.71	OPEN P.O. FOR SUPPLIES
O	071127	5/15/08	PUBLIC BROADCASTING SERVICE	\$210.84	Educational Media for learning disabled
O	071128	5/15/08	PEAK TECHNOLOGIES, INC.	\$1,668.00	Annual maintenance renewal Peak Tech.
O	071129	5/15/08	PENN CORPORATE RELOCATION	\$2,344.00	STORAGE OF FURNITURE
O	071130	5/15/08	PHASE II TIRE	\$499.90	TIRES
O	071131	5/15/08	PHOENIX BUSINESS MACHINES, INC	\$140.00	PRINTER REPAIR
O	071132	5/15/08	PIONEER CHEMICAL CO.	\$762.65	CUSTODIAL SUPPLIES
O	071133	5/15/08	POCKET NURSE ENTERPRISES, INC.	\$1,228.19	SUPPLIES FOR MEDICAL ASSISTING
O	071134	5/15/08	LANCE POTTER	\$25.81	INSTRUCTIONAL SUPPLIES
O	071135	5/15/08	PRESS SOLUTIONS, INC.	\$118.53	Printing new Transmittal Form
O	071136	5/15/08	PRINTECH	\$3,894.40	Financial Aid Handbook
O	071137	5/15/08	PRO CHEMICAL & DYE	\$77.45	FASHION SUPPLIES
O	071138	5/15/08	PROAIR CONSTRUCTION SVCS. INC.	\$3,800.00	CHILD CARE - INSTALLATION OF ECONOMIZERS
O	071139	5/15/08	PRONEXUS, INC.	\$2,990.00	CHECK RUN
O	071140	5/15/08	PYRO-COMM SYSTEMS	\$7,225.00	FIRE ALARM TESTING
O	071141	5/15/08	QUEST DIAGNOSTICS	\$1,172.04	Purchase lab testing for students
O	071142	5/15/08	QUICK CAPTION	\$880.00	Provide Real Time Captioning Services
O	071143	5/15/08	THE RACK DEPOT, INC.	\$1,778.66	PALLET RACKING
O	071144	5/15/08	LARRY RADDEN	\$155.00	Reimbursement
O	071145	5/15/08	RALPHS GROCERY COMPANY	\$106.22	Produce, grocery items, cleaning supplies, etc.
O	071146	5/15/08	REFRIGERATION SUPPLIES DIST.	\$841.66	HVAC SUPPLIES
O	071147	5/15/08	ANNE ROCHA	\$14.05	Reimbursement for office supply
O	071148	5/15/08	ROOF CONSTRUCTION	\$106,932.80	ROOFING REPLACEMENT - PE COMPLEX
O	071149	5/15/08	THE RP GROUP	\$40,000.00	Consultant agreement Center for Student Success
O	071150	5/15/08	RR SYSTEMS, INC.	\$9,516.00	EVALUATE FURNITURE REQUIREMENTS OF BGS BLDG.
O	071151	5/15/08	S & B FOODS	\$384.06	Payment to S&B Foods
O	071152	5/15/08	SAMY'S CAMERA	\$171.86	Photography negative sleeves
O	071153	5/15/08	SAN DIEGO GAS & ELECTRIC	\$1,237.56	Electric Service Billing for SDG&E

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Bank Account (COUNTY ) - County Account

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	071154	5/15/08	SAN DIEGO GAS & ELECTRIC	\$32,533.42	Electric Service Billing for SDG&E
O	071155	5/15/08	SANTA ANA UNIFIED SCHOOL	\$348.00	Reimbursement of Bus Cost for Senior Day
O	071156	5/15/08	SANTA MARGARITA FORD	\$0.66	OPEN P.O. FOR SUPPLIES
O	071157	5/15/08	SARGENT-WELCH LLC	\$365.77	PHYSICS SUPPLIES
O	071158	5/15/08	SCANTRON CORPORATION	\$2,375.70	2 Single User Licenses for eListen
O	071159	5/15/08	SEHI PROCOMP COMPUTER PRODUCTS	\$1,838.88	ink for printer used in creating student handouts
O	071160	5/15/08	JOYCE SEMANIK	\$53.85	REIMBURSEMENT OF SUPPLIES PURCHASED
O	071161	5/15/08	DOROTHY SHERLING	\$48.12	Reimbursement, Awards Certificate Paper
O	071162	5/15/08	SARA LEILA SHEYBANI	\$12.93	REIMBURSEMENT FOR DEMO SUPPLIES
O	071163	5/15/08	SHRED-IT	\$640.00	For Shred-it monthly service
O	071164	5/15/08	PENNY SKAFF	\$634.69	REIMBURSEMENT FOR OFFICE SUPPLIES
O	071165	5/15/08	DANIEL SMITH, INC.	\$77.80	ART/PAINTING SUPPLIES
O	071166	5/15/08	THOMAS L. SMITH	\$242.39	Reimbursement for Supplies/RapidTech
O	071167	5/15/08	SOUTHERN CALIFORNIA EDISON	\$25,548.81	Annual Electric Service
O	071168	5/15/08	SOUTHERN CALIFORNIA EDISON	\$193.78	ELECTRIC SERVICE ATEP
O	071169	5/15/08	SOUTHERN CALIFORNIA EDISON	\$1,960.45	ELECTRIC SERVICE ATEP
O	071170	5/15/08	SO. CAL. GAS CO.	\$13,695.09	PO for gas transmission service.
O	071171	5/15/08	SO. CAL. GAS CO.	\$101.08	NATURAL GAS
O	071172	5/15/08	SO. CAL. GAS CO.	\$28,346.84	Annual Gas Service
O	071173	5/15/08	SOUTH COAST SAILING TEAM	\$1,440.00	Blanket PO for rental of sail boats
O	071174	5/15/08	SOUTHLAND INSTRUMENTS, INC.	\$4,350.75	Annual Maintenance Agreement
O	071175	5/15/08	SPECTRUM CHEMICAL MFG. CORP.	\$868.81	CHEMISTRY REPLACEMENT GLASSWARE
O	071176	5/15/08	SPORTS TUTOR	\$537.95	Tennis Equipment Repair
O	071177	5/15/08	STERLING ARTS SUPPLY	\$46.15	DRAWING BOARD
O	071178	5/15/08	EKA SUPRIYANTI	\$200.00	617337 STUDENT SCHOLARSHIP
O	071179	5/15/08	SVM, LP	\$2,260.95	GAS CARDS FOR STUDENTS
O	071180	5/15/08	FAWN TANRIVERDI	\$1,464.75	Supply Kits
O	071181	5/15/08	TECHSMITH CORP	\$650.45	Camtasia Studio Upgrade software for disabled
O	071182	5/15/08	TREESMITH ENTERPRISES, INC.	\$15,000.00	ONGOING MAINTENANCE OF ATEP'S UNIMPROVED ACREAGE
O	071183	5/15/08	TRI-BEST VISUAL DISPLAY	\$696.50	EQUIPMENT FOR GEOGRAPHY
O	071184	5/15/08	TROXELL COMMUNICATIONS, INC.	\$1,614.10	EQUIPMENT NEEDED FOR ONE STOP CTR
O	071185	5/15/08	TUTTLE-CLICK FORD	\$182.85	EQUIPMENT REPAIR
O	071186	5/15/08	U.S. POSTAL SERVICE	\$24.74	Extra postage costs for Annual Report mailing.
O	071187	5/15/08	UNITED SITE SERVICES OF CA,	\$176.43	PORTABLE TOILETS
O	071188	5/15/08	VIDEO SERVICE OF AMERICA	\$324.43	Videotape for studio productions
O	071189	5/15/08	VWR INTERNATIONAL, INC.	\$3,596.12	BIOLOGY SUPPLIES
O	071190	5/15/08	WEST PAYMENT CENTER	\$105.60	Library books and materials per Tom Weisrock req.
O	071191	5/15/08	WALTERS VISTA	\$1,180.61	OPEN P.O. FOR SUPPLIES
O	071192	5/15/08	WARD'S NATURAL SCIENCE	\$1,085.32	GEOLOGY SUPPLIES
O	071193	5/15/08	WARE DISPOSAL CO., INC.	\$6,534.43	GREENWASTE
O	071194	5/15/08	W A X I E	\$7,132.86	JANITORIAL SUPPLIES
O	071195	5/15/08	WEST-LITE SUPPLY CO.	\$536.42	ELECTRICAL SUPPLIES
O	071196	5/15/08	WESTERN CENTER ON LAW/POVERTY	\$84.00	Resource Books
O	071197	5/15/08	WESTERN EXTERMINATOR COMPANY	\$895.00	CONTRACT SERVICES
O	071198	5/15/08	DOUGLAS WESTLAKE	\$765.00	Repair of Pianos
O	071199	5/15/08	WIRED PLANET	\$487.50	District Web-site Upgrade Project
O	071200	5/15/08	XEROX CORP.	\$3,333.38	ANNUAL MAINTENANCE AGREEMENT XEROX
O	071201	5/15/08	RALPHS GROCERY COMPANY	\$1,046.15	NUTRITIONAL FOOD AND SUPPLIES
O	071202	5/15/08	ROCKVIEW FARMS	\$283.66	milk delivery for Center
O	071203	5/15/08	SAM'S CLUB	\$7.76	for classroom supplies & snacks for CDC for year
O	071204	5/15/08	SEHI PROCOMP COMPUTER PRODUCTS	\$352.46	Purchase of a printer/fax machine.

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071205	5/15/08	SO. ORANGE CO. COMM. COL. DIST	\$3,416.09	Reimburse SOCCCD Checking
O	071206	5/15/08	HSBC BUSINESS SOLUTIONS	\$520.39	Digital photo frame for SSM first floor.
O	071207	5/15/08	CALIFORNIA POWER PARTNERS, INC.	\$171,632.87	ENERGY CONSERVATION PROJECTS
O	071208	5/15/08	CARD INTEGRATORS CORPORATION	\$1,913.16	Card Id System
O	071209	5/15/08	CENTURION TECHNOLOGIES, INC.	\$269.60	DRIVESHIELD MAINTENANCE RENEWAL
O	071210	5/15/08	LEONARD CHAIDEZ TREE SERVICE	\$3,325.00	LANDSCAPE REFRESH
O	071211	5/15/08	CLARKE & ASSOCIATES, INC.	\$90.81	for signage
O	071212	5/15/08	COMPUTER CABLE STORE	\$911.81	FIBER OPTIC PATCH CABLES
O	071213	5/15/08	CRC CONSULTING GROUP, INC.	\$6,250.00	PROFESSIONAL SERVICES FOR WATER TESTING ATEP WINDO
O	071214	5/15/08	gkkworks	\$68,228.00	AGMT FOR. BUS. & TECH CTR.
O	071215	5/15/08	HARBOR CONSTRUCTION CO., INC.	\$6,312.00	BID 1060
O	071216	5/15/08	HEWITT & O'NEIL LLP	\$2,202.20	ATEP Professional Services
O	071217	5/15/08	INCENTRA SOLUTIONS	\$22,227.50	IT Software Engineering/Development Services
O	071218	5/15/08	LAMAR SPACE INC.	\$145.46	RENTAL OF TRAILER FOR INSPECTOR
O	071219	5/15/08	THE NATELSON DALE GROUP, INC.	\$9,690.00	ATEP Project
O	071220	5/15/08	PE AMERICAS, INC.	\$3,387.00	HIRE L.C. CONSULTANT, BUS & TECH INNOV.CTR.
O	071221	5/15/08	PUBLIC ECONOMICS, INC.	\$16,852.99	CONSULTING SERVICES-REDEVELOPMENT
O	071222	5/15/08	ROOFCORP OF CALIFORNIA, INC.	\$8,250.00	CLEAN AND COAT PE-200 ROOF
O	071223	5/15/08	SAMY'S CAMERA	\$128.22	Case for Audio Gear in HD Camera Package
O	071224	5/15/08	SYMANTEC CORPORATION	\$2,190.56	CHECK RUN
O	071225	5/15/08	TROXELL COMMUNICATIONS, INC.	\$1,627.03	AV Installations
O	071226	5/15/08	UNITED SITE SERVICES OF CA,	\$1,165.54	RENTAL OF PORTABLE RESTROOMS
O	071227	5/15/08	WARE DISPOSAL CO., INC.	\$1,381.47	TRASH COLLECTION SERVICES
O	071228	5/15/08	WELLS FARGO BANK	\$701.00	BID 1060
O	071229	5/15/08	XEROX CORP.	\$2,160.20	XEROX ALL-IN-ONE PRINTER
O	071230	5/15/08	LAURA ABRAMS	\$25.93	Mileage Reimbursement
O	071231	5/15/08	MARYAM AFSHARI	\$26.09	MILEAGE
O	071232	5/15/08	PATTY BARCENAS	\$42.12	Mileage Reimbursement
O	071233	5/15/08	TERESA CAMACHO	\$2.87	MILEAGE
O	071234	5/15/08	DAVID H. CHANG	\$42.01	Mileage Reimbursement
O	071235	5/15/08	DARRYL COX	\$121.71	mileage
O	071236	5/15/08	KORI LEE GARNER	\$4.85	Mileage Reimbursement
O	071237	5/15/08	ESTER GRAHAM	\$27.45	Mileage Reimbursement
O	071238	5/15/08	GEORGINA GUY	\$210.66	Mileage Reimbursement
O	071239	5/15/08	TRAN HONG	\$13.84	Mileage Reimbursement
O	071240	5/15/08	BICHTUYEN JENSEN	\$13.27	Mileage Reimbursement
O	071241	5/15/08	TONI LAKOW	\$53.07	Mileage Reimbursement
O	071242	5/15/08	JOE LIU	\$27.67	Mileage Reimbursement
O	071243	5/15/08	TEDDI LORCH	\$96.14	Mileage Reimbursement
O	071244	5/15/08	LORI MANGELS	\$53.07	Mileage Reimbursement
O	071245	5/15/08	RAGHU MATHUR	\$46.77	Mileage Reimbursement
O	071246	5/15/08	JAKE MUNNS	\$66.33	Mileage Reimbursement
O	071247	5/15/08	MICHAEL O'MEARA	\$13.26	Mileage Reimbursement
O	071248	5/15/08	SHIRELLE L. OWENS-GILLIAM	\$66.33	MILEAGE
O	071249	5/15/08	ELLEN POLING	\$39.80	MILEAGE
O	071250	5/15/08	DONNA PRIBYL	\$83.13	Mileage Reimbursement
O	071251	5/15/08	JENNIFER QUADRA	\$67.57	Mileage Reimbursement
O	071252	5/15/08	EDMUND RICHARDS	\$9.53	Mileage Reimbursement
O	071253	5/15/08	JANE ROSENKRANS	\$19.10	Mileage Reimbursement
O	071254	5/15/08	ANDREEA SERBAN	\$20.18	MILEAGE
O	071255	5/15/08	POLLY M. SUNDEEN	\$27.37	Mileage Reimbursement

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	071256	5/15/08	JACQUELINE ZIMBALIST	\$26.53	Mileage Reimbursement
O	071257	5/15/08	JESSICA M. CHA	\$12.20	Mileage Reimbursement
O	071258	5/15/08	EARL PAGAL	\$83.62	Mileage Reimbursement
O	071259	5/15/08	HOME DEPOT CREDIT SERVICES	\$1,584.00	Art gallery supplies
O	071260	5/15/08	HOME DEPOT CREDIT SERVICES	\$82.39	PO for Maintenance and Equip. Repair Supplies
O	071261	5/15/08	ISI TELEMAGEMENT SOLUTIONS	\$1,855.98	CHECK RUN
O	071262	5/15/08	ISLAND PROMOTIONAL PRODUCTS	\$849.48	Shirts for outreach department
O	071263	5/15/08	IRVINE VALLEY COLLEGE	\$1,091.35	Purchase Textbooks
O	071264	5/15/08	IVC CHILD DEVELOPMENT CENTER	\$380.00	Child Care Services
O	071265	5/15/08	JOHNSTONE SUPPLY	\$445.48	HVAC SUPPLIES
O	071266	5/15/08	JOSLIN DISPLAYS, INC.	\$547.31	FASHION EQUIPMENT
O	071267	5/15/08	JOSTEN'S	\$412.50	Commencement Fac cap/gown order
O	071268	5/15/08	JSTOR	\$5,416.60	Library electronic books per Tom Weisrock request
O	071269	5/15/08	KIRK	\$368.19	Paper Order
O	071270	5/15/08	L.A. TIMES	\$53.00	CHECK RUN
O	071271	5/15/08	LASER SOURCE	\$182.10	Toner Cartridges
O	071272	5/15/08	GIZIEL LEFTWICH	\$60.00	Employee Enrollment Fee Reimbursement Request
O	071273	5/15/08	LIGHT IMPRESSIONS/NCD	\$401.69	Matboards & mounting supplies
O	071274	5/15/08	JOE LIU	\$34.47	reimbursement for purchase of diploma cover insert
O	071275	5/15/08	LOOMIS, FARGO & CO., INC	\$415.90	Armored Car Service 07/08
O	071276	5/15/08	M. S. LYON	\$37.71	DVD FOR CDES
O	071277	5/15/08	MAIER INTERNATIONAL, INC.	\$15,849.00	GYM FLOOR FLOOD - WATER EXTRACTION
O	071278	5/15/08	MARKERTEK VIDEO SUPPLY	\$1,213.06	Replacement Belt Packs for Intercom
O	071279	5/15/08	MC KESSON MEDICAL SURGICAL	\$1,578.86	medical supplies for student care
O	071280	5/15/08	MEDCO SUPPLY COMPANY	\$446.56	racks for PE 307 and PE 600
O	071281	5/15/08	MEDICALMEMORYCARDS.COM	\$81.83	SUPPLIES FOR NURSING
O	071282	5/15/08	MERCK SHARP & DOHME	\$1,195.34	vaccines for students
O	071283	5/15/08	MERCK & CO., INC.	\$1,826.29	vaccines for students
O	071284	5/15/08	USA MOBILITY WIRELESS, INC.	\$57.33	PAGER RENTAL AND MAINTENANCE CONTRACT
O	071285	5/15/08	MICRO CENTER	\$107.75	Computer Supplies
O	071286	5/15/08	MIDWEST LIBRARY SERVICE	\$489.57	Purchase books.
O	071287	5/15/08	MOULTON-NIGUEL WATER DIST.	\$8,738.02	Billing for Moulton-Niguel water services
O	071288	5/15/08	S & B FOODS	\$457.94	Advisory Cmtte Meeting
O	071289	5/15/08	JOHNSTONE SUPPLY	\$456.09	REPAIR PARTS FOR SSC BOILER
O	071290	5/16/08	AA EQUIPMENT RENTALS	\$666.91	OPEN P.O. FOR SUPPLIES
O	071291	5/16/08	ACORN NATURALISTS	\$448.86	ECOLOGY EQUIPMENT
O	071292	5/16/08	AmbironTrustWave	\$675.00	PCI Compliance Validation Services Renewal
O	071293	5/16/08	ATKINSON, ANDELSON, LOYA, RUND	\$33,803.35	Attorney Services FY 2007/2008
O	071294	5/16/08	AVACOM	\$1,209.75	OPEN PO FOR AVACOM PRINTER SERVICE
O	071295	5/16/08	B & H PHOTO	\$6,110.00	Camera lenses
O	071296	5/16/08	BERNELL HYDRAULICS, INC.	\$416.31	DUAL TRENCHER HYDRAULIC CYLINDER REPAIR
O	071297	5/16/08	BISHOP COMPANY	\$500.29	GROUPS SUPPLIES
O	071298	5/16/08	DENISE BLAIR	\$525.00	Workshop Presentation
O	071299	5/16/08	BOARD OF REGISTERED NURSING	\$200.00	CHECK RUN
O	071300	5/16/08	BORG EQUIPMENT & SUPPLY CO.	\$581.79	AUTOMOTIVE SUPPLIES
O	071301	5/16/08	C & H DISTRIBUTORS, INC.	\$2,004.82	Storage Cabinets for Laboratory Classroom
O	071302	5/16/08	CAL'S CAMERAS	\$51.92	Camera filters & film
O	071303	5/16/08	CAPT	\$219.23	MBTI-Scoring Costs,As Needed
O	071304	5/16/08	CAREER COMMUNICATIONS, INC.	\$403.95	career library references
O	071305	5/16/08	LISA CARMEL	\$50.00	Panel Presentation
O	071306	5/16/08	CAROLINA BIOLOGICAL SUPPLY	\$93.09	BIOLOGY SUPPLIES

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S	Check #	Check Dt	Company Name	Check Amount	Description
O	071307	5/16/08	COMMUNITY COLLEGE LEAGUE OF	\$39.00	Comm. College Directory for HR
O	071308	5/16/08	CDW GOVERNMENT, INC.	\$431.02	UPS battery backups for user workstations
O	071309	5/16/08	CHEMSEARCH	\$1,833.63	CUSTODIAL SUPPLIES
O	071310	5/16/08	CHILD DEVELOPMENT MEDIA	\$101.93	DVD FOR CDES
O	071311	5/16/08	THE CHRONICLE OF HIGHER	\$69.97	CHECK RUN
O	071312	5/16/08	CINTAS CORPORATION	\$70.40	RENTAL SERVICE AGREEMENT
O	071313	5/16/08	CINTAS DOCUMENT MANAGEMENT	\$45.00	document destruction/paper recycling service
O	071314	5/16/08	COAST FITNESS REPAIR SHOP	\$726.25	FITNESS CENTER EQUIPMENT MAINTENANCE AND REPAIR
O	071315	5/16/08	COAST LEARNING SYSTEMS	\$1,080.00	Telecourse enrollment fee
O	071316	5/16/08	DR. ANGELA COLOMBO	\$500.00	Consultant Agreement for Med. Assistant Director
O	071317	5/16/08	CONNEX SAFETY PRODUCTS	\$1,909.13	GROUNDS SUPPLIES
O	071318	5/16/08	ROBERT CONRAD	\$200.00	REIMBURSEMENT - ROBERT CONRAD - MATERIAL FEE
O	071319	5/16/08	CORPORATE BUSINESS INTERIORS	\$419.69	Equip. for HR
O	071320	5/16/08	COX MEDIA, INC.	\$1,300.00	Sponsorship of "Brain Wave" on Cox Cable
O	071321	5/16/08	CPP, INC.	\$521.75	Skillsone- Online Assessments
O	071322	5/16/08	G/M BUSINESS INTERIORS	\$26,452.57	Computer Desks for classroom
O	071323	5/16/08	GALLS INC.	\$10.00	UNIFORMS FOR OFFICERS
O	071324	5/16/08	GANDER-PRINTCO	\$918.46	Blanket PO for Bindery
O	071325	5/16/08	GAYLORD BROTHERS, INC.	\$180.42	Purchase instructional supplies.
O	071326	5/16/08	GENESIS TECHNOLOGIES, INC.	\$257.90	autocad training DVDs
O	071327	5/16/08	GLAXOSMITHKLINE PHARMACEUTICAL	\$643.25	vaccines for students
O	071328	5/16/08	GOLF VENTURES WEST	\$38,990.21	EQUIPMENT REPAIR
O	071329	5/16/08	W. W. GRAINGER	\$42.21	MAINT. SUPPLIES
O	071330	5/16/08	GRAPHIC CHEMICAL & INK CO.	\$1,197.35	PRINTMAKING SUPPLIES
O	071331	5/16/08	HAITBRINK ASPHALT PAVING,	\$300.00	CCD - SIDEWALK REPAIR
O	071332	5/16/08	HERCULES PORTABLE POWER, INC.	\$1,451.64	H.S. BUILDING EMERGENCY REPAIR HVAC
O	071333	5/16/08	HITT MARKING DEVICES, INC.	\$26.13	Matriculation Stamp
O	071334	5/16/08	HOKE OUTDOOR ADVERTISING, INC.	\$624.93	TRANSFER CENTER BANNERS
O	071335	5/16/08	BRITNEE HOLMES	\$27.11	Reimbursement
O	071336	5/16/08	HORN IMPROVEMENT	\$35.00	Instrument Repair
O	071337	5/16/08	HYDRO-SCAPE PRODUCTS, INC.	\$2,050.20	GROUNDS SUPPLIES
O	071338	5/16/08	IACLEA	\$225.00	CHECK RUN
O	071339	5/16/08	INGARDIA BROTHERS PRODUCE, INC.	\$860.59	Groceries for Foods Lab.
O	071340	5/16/08	INTERMOUNTAIN LOCK & SECURITY	\$163.73	CHEMISTRY SUPPLIES
O	071341	5/16/08	INTERSTATE ELECTRIC	\$58.19	Signage Materials
O	071342	5/16/08	INT'L TICKETING ASSOCIATION	\$93.75	CHECK RUN
O	071343	5/16/08	IRVINE RANCH WATER DIST.	\$7,280.05	Annual Water Service
O	071344	5/16/08	MUSICIAN'S FRIEND, INC.	\$79.99	Remote PA System
O	071345	5/16/08	NAPA AUTO PARTS	\$780.64	TRANSPORATION SUPPLIES
O	071346	5/16/08	NCATC (NAT'L COALITION OF	\$600.00	NCATC MEMBERSHIP RENEWAL
O	071347	5/16/08	NEWPORT-MESA UNIF. SCHOOL	\$133.10	Reimbursement of Bus Cost for Senior Day
O	071348	5/16/08	NOTHING BUT AIR	\$194.10	Commencement
O	071349	5/16/08	ORANGE CO. BUSINESS JOURNAL	\$1,369.00	Diane Oaks
O	071350	5/16/08	CHURM PUBLISHING CO., INC.	\$1,250.00	Monthly ad insertion in OC Metro Magazine.
O	071351	5/16/08	ORANGE COUNTY PRINTING	\$18,662.41	Extra Postcards for CTE Event
O	071352	5/16/08	ORANGE COUNTY REGISTER	\$4,133.00	Ongoing printing & delivery charges for the Lariat
O	071353	5/16/08	OCE-USA, INC.	\$2,141.29	Maintenance Agreement
O	071354	5/16/08	OCLC, INC.	\$4,954.87	Library ebooks per Tom Weisrock request
O	071355	5/16/08	ONESOURCE DISTRIBUTORS, INC.	\$5,712.20	ELECTRICAL SUPPLIES
O	071356	5/16/08	ORANGEWOOD CHILDREN'S	\$100.00	Workshop Presentation
O	071357	5/16/08	ORKIN EXTERMINATING, INC.	\$200.00	PEST CONTROL



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O	071358	5/16/08	ORKIN EXTERMINATING, INC.	\$195.50	ANNUAL MAINTENANCE AGREEMENT
O	071359	5/16/08	ORKIN EXTERMINATING, INC.	\$195.50	ANNUAL MAINTENANCE AGREEMENT
O	071360	5/16/08	ORKIN EXTERMINATING, INC.	\$195.50	ANNUAL MAINTENANCE AGREEMENT
O	071361	5/16/08	ORKIN EXTERMINATING, INC.	\$195.50	ANNUAL MAINTENANCE AGREEMENT
O	071362	5/16/08	ORKIN EXTERMINATING, INC.	\$180.25	PEST CONTROL
O	071363	5/16/08	ORKIN EXTERMINATING, INC.	\$180.25	PEST CONTROL
O	071364	5/16/08	ORKIN EXTERMINATING, INC.	\$180.25	PEST CONTROL
O	071365	5/16/08	ORKIN EXTERMINATING, INC.	\$180.25	PEST CONTROL
O	071366	5/16/08	ORKIN EXTERMINATING, INC.	\$90.00	Annual Maintenance Agreement
O	071367	5/16/08	IMAGE SOURCE, INC.	\$42,441.11	Scanning Equipment
O	071368	5/16/08	TRACY DALY	\$321.00	Conference reimbursement for Capitol Days event.
O	071369	5/16/08	JIM GASTON	\$602.04	Reimbursement for Proj ASSIST Visioning Retreat
O	071370	5/16/08	YOLANDA GOULDSMITH	\$85.00	Ensuring Transfer Success Conf.--Yolanda Gouldsmit
O	071371	5/16/08	GINNY MACKEY	\$85.00	Ensuring Transfer Success Conf.--Ginny Mackey
O	071372	5/16/08	ROOPA MATHUR	\$685.11	REIMBURSEMENT FOR CONFERENCE
O	071373	5/16/08	CCFNOC	\$55.00	CCFNOC-JEROME HUNTER RETIREMENT
O	071374	5/16/08	DIANE OAKS	\$475.70	Diane Oaks Conference
O	071375	5/16/08	SAMANTHA J. VENABLE	\$298.52	TEACHING CONF FOR S. VENERABLE
O	071376	5/16/08	TERRI WHITT	\$151.93	REIMBURSE TERRI WHITT FOR CAAD E CONFERENCE
O	071377	5/16/08	JOHN WILLIAMS	\$1,780.73	J. WILLIAMS TO ATTEND CCLC TRUSTEES CONFERENCE
O	071378	5/21/08	ACADEMIC SUPERSTORE	\$3,010.37	VECTORWORKS SOFTWARE LICENSES
O	071379	5/21/08	CCS PRESENTATION SYSTEMS, INC	\$946.87	AV Equipment
O	071380	5/21/08	DELL MARKETING L.P.	\$183,132.51	FIBER CHANNEL ADAPTERS FOR SAN
O	071381	5/21/08	gkkworks	\$44,516.84	Schematic Design Services Utt Library Renovation
O	071382	5/21/08	GRANICUS, INC.	\$1,075.00	Board Meeting Streaming Video Monthly Support
O	071383	5/21/08	H2 ENVIRONMENTAL CONSULTING	\$2,456.00	PERFORM ENVIRONMENTAL SURVEY SC PE-100
O	071384	5/21/08	HPL MECHANICAL CONTRACTOR,	\$25,113.87	BID 279,PKG. B PLUMBING, BUS. & TECHN INNOV.CTR.
C	071385	5/21/08	INLAND ACOUSTICS, INC.	\$-96,846.20	PKG.Q,MISC.BID 279,BUS.& TECH. INNOV. CTR.
O	071386	5/21/08	INLAND PACIFIC TILE, INC.	\$22,077.58	BID 279,PKG.M, CERAMIC TILE,BUS & TECH INNOV.CTR.
O	071387	5/21/08	JACKSON, DE MARCO, TIDUS,	\$87,876.12	ATEP Legal Professional Services
O	071388	5/21/08	MARTECH SYSTEMS, INC.	\$7,275.00	TICKET OFFICE HARDWARE/SOFTWARE
O	071389	5/21/08	MARTIN INTEGRATED SYSTEMS	\$65,791.80	FOR PKG. N,ACOUSTICAL CEILINGS,BID 279
O	071390	5/21/08	MESA ENERGY SYSTEMS	\$993.75	MAINTENANCE PROGRAM
O	071391	5/21/08	MITSUBISHI ELECTRIC &	\$10,676.70	BID 279, PKG.R.ELEVATOR,BUS,& TECH INNOV.CTR.
O	071392	5/21/08	NEUDESIC, LLC	\$198,198.00	Student Information System, Contracted Services
O	071393	5/21/08	PENN CORPORATE RELOCATION	\$45.00	STORAGE
O	071394	5/21/08	SAUNDERS & McMILLIN, INC.	\$26,932.50	BID 279,BUS. & TECH. PKG.P PAINTING
O	071395	5/21/08	SUNNY SLOPE TREES	\$290.93	OPEN P.O. FOR LANDSCAPE
O	071396	5/21/08	TROXELL COMMUNICATIONS, INC.	\$2,082.81	bulbs
O	071397	5/22/08	CHEMILIZER PRODUCTS, INC.	\$324.20	REBUILD CHEMILIZER
O	071398	5/22/08	COX COMMUNICATIONS, INC	\$16,366.43	COX Communications Intercampus WAN service
O	071399	5/23/08	A-1 AWARDS	\$53.88	Paperweights/King & Serban
O	071400	5/23/08	A-VIDD ELECTRONICS CO.	\$10,199.84	Lighting Instruments for Studio
O	071401	5/23/08	AA EQUIPMENT RENTALS	\$436.30	OPEN P.O. FOR SUPPLIES
O	071402	5/23/08	AACC	\$54.00	check run
O	071403	5/23/08	AACC	\$32.00	check run
O	071404	5/23/08	ACADEMIC SUPERSTORE	\$588.32	Software for posting lectures online.
O	071405	5/23/08	ACORN NATURALISTS	\$319.74	ECOLOGY EQUIPMENT
O	071406	5/23/08	ADCLUB ADVERTISING SERVICE	\$6,939.75	Recruitment/Advertising for SOCCCD
O	071407	5/23/08	ADORAMA CAMERA	\$408.32	Photography supplies
O	071408	5/23/08	AIR SOURCE INDUSTRIES, INC.	\$74.00	Blanket for Air Source

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O	071409	5/23/08	AIRGAS WEST	\$154.01	POOL SUPPLIES
O	071410	5/23/08	JAMES ALBERT SCHOOL OF	\$62,611.88	P.O. needed to pay for Cosmo instruction
O	071411	5/23/08	JOANN ALFORD	\$9.99	Reimbursement for food
O	071412	5/23/08	ALLSCRIPTS, INC	\$352.93	medications for students
O	071413	5/23/08	ALPHA OMEGA	\$2,128.06	AUTOMOTIVE EQUIPMENT
O	071414	5/23/08	AMER. LIBRARY ASSOC.	\$150.00	Purchase book.
O	071415	5/23/08	AMER. PORTABLE STORAGE	\$484.88	SHELVING
O	071416	5/23/08	JULIE ANDERSON	\$82.03	Open purchase for fish foods & misc supplies
O	071417	5/23/08	APPLE COMPUTER INC.	\$2,194.68	comp equip purchased w/grant funds
O	071418	5/23/08	APPLE SCIENTIFIC, INC.	\$6,041.00	CHEMISTRY EQUIPMENT
O	071419	5/23/08	APPLIED INDUSTRIAL TECH.	\$128.10	HVAC SUPPLIES
O	071420	5/23/08	ARAMARK UNIFORM SERVICES	\$101.55	Shop coats,etc
O	071421	5/23/08	LEE ARMSTRONG CO., INC.	\$42,080.00	BGS THEATERS 1ST & 2ND FLOOR - FLOORING
O	071422	5/23/08	ART SUPPLY WAREHOUSE	\$59.25	Art Supplies for theatre
O	071423	5/23/08	ASTRONOMY-SHOPPE	\$970.00	For repair of observatory telescope
O	071424	5/23/08	ASW EXPRESS	\$579.98	ART/PAINTING EQUIPMENT
O	071425	5/23/08	AVACOM	\$207.15	OPEN PO FOR AVACOM PRINTER SERVICE
O	071426	5/23/08	B & H PHOTO	\$15,277.00	Photography supplies
O	071427	5/23/08	B & H PHOTO	\$1,175.35	SANYO CAMCORDERS
O	071428	5/23/08	BAKER & TAYLOR	\$116.09	Library books and materials per Tom Weisrock req.
O	071429	5/23/08	MARGUERITE BEAL	\$50.00	Panel Presentation
O	071430	5/23/08	BENZ MICROSCOPE OPTICS CENTER	\$699.00	AQUA EQUIPMENT
O	071431	5/23/08	HSBC BUSINESS SOLUTIONS	\$1,096.66	Purchase of 2 monitors for McKinney
O	071432	5/23/08	BIO-RAD LABORATORIES, INC.	\$287.05	BIOLOGY SUPPLIES
O	071433	5/23/08	DENISE BLAIR	\$105.00	Workshop Presentation
O	071434	5/23/08	BONE CLONES, INC.	\$7,176.36	ANTHROPOLOGY SUPPLIES/EQUIPMENT
O	071435	5/23/08	BOOKPOOL LLC	\$177.19	Reference books.
O	071436	5/23/08	BOUNDTREE MEDICAL	\$1,076.39	Supplies for Paramedic Students
O	071437	5/23/08	BP ENERGY COMPANY	\$96,075.22	NATURAL GAS PURCHASES
O	071438	5/23/08	ARNOLD BRAY	\$2,000.00	Legislative Advocacy
O	071439	5/23/08	BRIDGES TRANSITIONS INC.	\$1,700.00	check run
O	071440	5/23/08	CAL'S CAMERAS	\$478.72	Glass filter for film
O	071441	5/23/08	CAPT	\$11.00	MBTI-Scoring Costs,As Needed
O	071442	5/23/08	LISA CARMEL	\$50.00	panel Presentation
O	071443	5/23/08	CAROLINA BIOLOGICAL SUPPLY	\$88.17	CAROLINA BIOLOGICAL BLANKET
O	071444	5/23/08	CASTLE PARK, LLC	\$242.86	Math Instructional supplies/Ilknur
O	071445	5/23/08	CHAMPION CHEMICAL CO.	\$4,606.31	JANITORIAL SUPPLIES
O	071446	5/23/08	CHEFS' TOYS	\$2,577.10	Culinary Arts Equipment
O	071447	5/23/08	CINTAS CORPORATION	\$35.20	RENTAL SERVICE AGREEMENT
O	071448	5/23/08	CLARK SECURITY PRODUCTS INC.	\$73.55	LOCKSMITH SUPPLIES
O	071449	5/23/08	COACH AMERICA	\$16,199.62	Athletic Team Transportation
O	071450	5/23/08	COACH AMERICA	\$1,817.44	Bus for EMERITUS INSTITUTE Field Trip - Fernald
O	071451	5/23/08	COAST FITNESS REPAIR SHOP	\$410.37	Equipment Repair
O	071452	5/23/08	CONNX SOLUTIONS, INC.	\$16,507.00	check run
O	071453	5/23/08	CONSOLIDATED ELECTRICAL DIST.	\$9,427.53	ELECTRICAL SUPPLIES
O	071454	5/23/08	BARNES & NOBLE	\$21.19	Purchase of a book
O	071455	5/23/08	BLACK CORAL HAWAII WHOLESALER	\$135.00	AQUARIUM SUPPLIES AND MAINTENANCE
O	071456	5/23/08	AT&T/MCI	\$9,805.68	Annual P.O. for telephone service
O	071457	5/23/08	AT&T	\$6,659.89	Annual P.O. for telephone service
O	071458	5/23/08	PASCO SCIENTIFIC	\$3,637.92	PHYSICS EQUIPMENT
O	071459	5/23/08	PAYAM-E-ASHENA	\$800.00	ADVERTISING

## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071460	5/23/08	PEARSON EDUCATION ESL	\$2,242.27	Basic Study Skills ESL Books.
O	071461	5/23/08	PENN CORPORATE RELOCATION	\$1,726.41	PACKING MATERIALS FOR VIL-7 & LIB
O	071462	5/23/08	PHOENIX GROUP INFORMATION SYS.	\$1,733.47	Citation Management
O	071463	5/23/08	THE PILATES GUY	\$458.00	REPAIR SERVICES FOR IVC PILATES MACHINES
O	071464	5/23/08	PITNEY-BOWES	\$346.17	MAILROOM SUPPLIES
O	071465	5/23/08	POCKET NURSE ENTERPRISES, INC.	\$64.89	SUPPLIES FOR MEDICAL ASSISTING
O	071466	5/23/08	PYRO-COMM SYSTEMS	\$2,300.00	FIRE ALARM TESTING
O	071467	5/23/08	QUEST DIAGNOSTICS	\$497.41	Blanket for Quest
O	071468	5/23/08	RAYVERN LIGHTING SUPPLY CO.	\$41.12	ELECTRICAL SUPPLIES
O	071469	5/23/08	RECALL SECURE DESTRUCTION	\$127.10	Shredding of Documents
O	071470	5/23/08	RICOH AMERICAS CORPORATION	\$117.47	Annual maintenance agreement Ricoh
O	071471	5/23/08	ANASTASI ROSSI	\$370.00	Child Care Services
O	071472	5/23/08	S & B FOODS	\$64.11	TECH PREP MEETING
O	071473	5/23/08	S & B FOODS	\$764.01	CATERING FOR DLC MEETING
O	071474	5/23/08	KATHLEEN L. SAAGE	\$763.81	Reimburse Kathi Saage for graphic design & printin
O	071475	5/23/08	SADDLEBACK GOLF CARS, INC.	\$1,046.82	Equipment Repair
O	071476	5/23/08	SADDLEBACK VALLEY UNIFIED	\$349.09	Reimbursement of Bus Cost for Senior Day
O	071477	5/23/08	SALSBURY INDUSTRIES	\$20,793.36	Student lockers for Art Dept
O	071478	5/23/08	SAMY'S CAMERA	\$10,485.69	Photography equipment
O	071479	5/23/08	SARGENT-WELCH LLC	\$383.42	AQUARIUM EQUIPMENT
O	071480	5/23/08	SCOPE CITY	\$1,048.91	TELESCOPE
O	071481	5/23/08	SEHI PROCOMP COMPUTER PRODUCTS	\$3,274.82	PRINTERS FOR CHEMISTRY PREP AREA
O	071482	5/23/08	BARBARA SENDABA	\$16.50	POSTAGE FOR EXPRESS MAIL
O	071483	5/23/08	SHAMROCK SUPPLY	\$2,059.08	GOUNDS SUPPLIES
O	071484	5/23/08	CRYSTAL SHOMPH	\$600.00	LIGHTING DESIGNER/IVC PERSPECTIVES DANCE CONCERT
O	071485	5/23/08	SIGNS PLUS MORE	\$1,142.63	Hall of Fame Updates
O	071486	5/23/08	SMITH PIPE & SUPPLY, INC.	\$2,617.04	IRRIGATION SUPPLIES
O	071487	5/23/08	DANIEL SMITH, INC.	\$54.90	PRINTMAKING SUPPLIES
O	071488	5/23/08	SOUTHERN CALIFORNIA EDISON	\$1,389.01	Annual Electric Service
O	071489	5/23/08	SOUTHERN CALIFORNIA EDISON	\$9,298.48	Annual Electric Service
O	071490	5/23/08	SOUTHERN CALIFORNIA EDISON	\$10,788.37	Annual Electric Service
O	071491	5/23/08	SPECTRUM CHEMICAL MFG. CORP.	\$470.65	MICROBIOLOGY SUPPLIES
O	071492	5/23/08	STERLING ARTS SUPPLY	\$1,036.66	Blanket PO for student supplies
O	071493	5/23/08	AMY L. STINSON	\$77.05	Reimbursement for geology field studies costs
O	071494	5/23/08	ANDERS NEIL SWANSON	\$8,000.00	Performance fee for "The Billys" 7/26/08
O	071495	5/23/08	SYSTEMS SOURCE, INC.	\$2,862.92	FILE CABINETS
O	071496	5/23/08	TELETROL SYSTEMS, INC.	\$15,379.50	HVAC SUPPLIES
O	071497	5/23/08	TOMARK SPORTS EQUIPMENT	\$166.43	INDOOR SOCCER BALL FOR IVC PE DEPARTMENT
O	071498	5/23/08	HENRY TROEMNER LLC	\$2,086.74	HORTICULTURE EQUIPMENT
O	071499	5/23/08	TROXELL COMMUNICATIONS, INC.	\$19,091.79	Projector Installation
O	071500	5/23/08	TUSTIN UNIFIED SCHOOL DISTRICT	\$1,319.86	Contract Services - Tech Prep Program
O	071501	5/23/08	U.S. DATA TRUST CORPORATION	\$924.00	Continuous Off-Site Data Backup Service(LiveVault)
O	071502	5/23/08	U.S. POSTAL SERVICE	\$1,169.21	check run
O	071503	5/23/08	UCOAT IT	\$2,890.33	FLOOR COATING SUPPLIES
O	071504	5/23/08	ULLMAN SAILS INTERNATIONAL	\$4,695.21	NEW SAILS FOR CATALINA BOATS
O	071505	5/23/08	UNITED SITE SERVICES OF CA,	\$241.15	PORTABLE RESTROOM FOR IVC BASEBALL FIELD
O	071506	5/23/08	VERIZON WIRELESS	\$299.52	EMERGENCY OPERATION CELLULAR PHONES
O	071507	5/23/08	VISTA PAINT	\$326.31	PAINT SUPPLIES
O	071508	5/23/08	VWR INTERNATIONAL, INC.	\$608.25	BIOLOGY SUPPLIES
O	071509	5/23/08	WEST PAYMENT CENTER	\$10.23	Westlaw OnLine Research-VCHR
O	071510	5/23/08	PORT SUPPLY	\$8,512.05	ENVIRONMENTAL STUDIES SUPPLIES

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071511	5/23/08	WALTERS VISTA	\$230.80	OPEN P.O. FOR SUPPLIES
O	071512	5/23/08	WARE DISPOSAL CO., INC.	\$1,367.73	Annual Costs
O	071513	5/23/08	W A X I E	\$1,557.56	VACUUM CLEANERS
O	071514	5/23/08	WEST-LITE SUPPLY CO.	\$1,245.05	LIGHT BULBS
O	071515	5/23/08	WESTERN EXTERMINATOR COMPANY	\$895.00	CONTRACT SERVICES
O	071516	5/23/08	WILLIAMS RECORDING	\$695.00	Contract Services
O	071517	5/23/08	XEROX CORP.	\$1,027.90	XEROX GLASS CLEANER
O	071518	5/23/08	YARDLEY PUMP AND VACUUM, INC.	\$582.02	HVAC SUPPLIES
O	071519	5/23/08	U.S. TOY CO., INC./CONSTRUCTIVE	\$352.23	Classroom supplies.
O	071520	5/23/08	XEROX CORP.	\$40.45	Annual Maintenance Agreement
O	071521	5/23/08	RPM CONSULTANT GROUP	\$4,250.00	GASB 43 & 45 Compliance
O	071522	5/23/08	G/M BUSINESS INTERIORS	\$1,031.81	Ergonomic Equipment - Saddleback College
O	071523	5/23/08	GALE SUPPLY COMPANY	\$3,931.53	JANITORIAL SUPPLIES
O	071524	5/23/08	GALLS INC.	\$268.10	UNIFORMS FOR OFFICERS
O	071525	5/23/08	GANAHL LUMBER	\$465.49	Supplies
O	071526	5/23/08	JOHN F. GARMON	\$734.52	Reim. Candidate - SC President
O	071527	5/23/08	GAYLORD BROTHERS, INC.	\$370.50	Bookcase for DSPS folders and binders
O	071528	5/23/08	GEMPLER'S	\$569.85	GROUNDS SUPPLY
O	071529	5/23/08	GOODWILL INDUSTRIES OF	\$3,750.00	Sign language interp services for hearing impaired
O	071530	5/23/08	W. W. GRAINGER	\$434.45	AQUA EQUIPMENT
O	071531	5/23/08	KELLY GRIMES	\$360.00	Workshop Presenter
O	071532	5/23/08	HARBOR FREIGHT TOOLS CO.	\$84.40	DMP SUPPLIES
O	071533	5/23/08	LISA HESSE	\$24.23	Reimbursement/Student Supplies
O	071534	5/23/08	HIRSCH PIPE & SUPPLY	\$10.50	PLUMBING/IRRIG. SUPPLIES
O	071535	5/23/08	ALLAN M. HOFFMAN	\$503.01	Reim. Candidate - SC President
O	071536	5/23/08	CHRIS HOGSTEDT	\$92.61	Blanket for Chris Hogstedt
O	071537	5/23/08	HOKE OUTDOOR ADVERTISING, INC.	\$2,144.58	40th anniversary banners
O	071538	5/23/08	HOME DEPOT CREDIT SERVICES	\$92.67	MAINT/GROUNDS/CUST. SUPPLIES
O	071539	5/23/08	HORIZON	\$1,439.97	GROUNDS - SUPPLY
O	071540	5/23/08	IMPRESSIONS PRINTING	\$666.70	Printing, stationary
O	071541	5/23/08	LISA INLOW	\$199.38	Reimbursement/Student Supplies
O	071542	5/23/08	INSIGHT MEDIA	\$145.95	DVD FOR NURSING
O	071543	5/23/08	INTENT DIGITAL LLC	\$2,171.00	Video Display Unit
O	071544	5/23/08	IPSWITCH, INC.	\$995.00	check run
O	071545	5/23/08	IRVINE RANCH WATER DIST.	\$1,420.90	Annual General & Royalty fees
O	071546	5/23/08	ISLAND PROMOTIONAL PRODUCTS	\$2,037.18	Promotional Items for Outreach Activities
O	071547	5/23/08	JAMES PUBLISHING, INC.	\$537.04	Resource Books
O	071548	5/23/08	JOHNSTONE SUPPLY	\$924.18	AIR CONDITIONING REPAIR PARTS
O	071549	5/23/08	LAKE FOREST BEAUTY COLLEGE, INC	\$17,343.16	P.O. needed to pay for off campus instruction
O	071550	5/23/08	LASER SOURCE	\$238.13	Printer supplies
O	071551	5/23/08	LIBRARY OF CONGRESS	\$525.00	check run
O	071552	5/23/08	MAIER INTERNATIONAL, INC.	\$3,745.00	SM - BROKEN WATER LINE
O	071553	5/23/08	MC KESSON MEDICAL SURGICAL	\$164.98	medical supplies for care of students
O	071554	5/23/08	SEAN MC MULLEN	\$171.32	Reimbursement
O	071555	5/23/08	MARGIE MC NELLY, M.S., M.F.T.	\$300.00	Workshop Presenter
O	071556	5/23/08	BEN MEADOWS COMPANY	\$213.73	GROUNDS SUPPLIES
O	071557	5/23/08	MIDWEST LIBRARY SERVICE	\$2,525.11	Purchase books.
O	071558	5/23/08	SALLIE MILLER	\$180.00	Workshop Presenter
O	071559	5/23/08	JENNIFER MILLER-SNIDER	\$105.00	Workshop Presenter
O	071560	5/23/08	MISSION PRINTING COMPANY, INC	\$1,651.61	176nting of HR recruitmnt brochure.
O	071561	5/23/08	ALEJANDRO MORENO	\$120.00	Workshop Presentation

## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

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Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071562	5/23/08	NAEYC RESOURCE SALES	\$105.00	DVDS FOR CDES
O	071563	5/23/08	NEWPORT CORP.	\$4,373.92	ASTRONOMY EQUIPMENT
O	071564	5/23/08	HALEY NGUYEN	\$208.36	Reimbursement/Student Supplies
O	071565	5/23/08	NORTH ORANGE COUNTY ROP	\$200.65	Tech Prep Regional Grant Expense
O	071566	5/23/08	ORANGE CO. AUDITOR-CONTROLLER	\$750.00	Annual Maintenance Agreement
O	071567	5/23/08	ORANGE CO. AUDITOR-CONTROLLER	\$375.00	Annual Maintenance Agreement
O	071568	5/23/08	ORANGE COUNTY REGISTER	\$66.01	OC REGISTER SUBSCRIPTION
O	071569	5/23/08	OCE-USA, INC.	\$114.90	Annual Maintenance Agreement
O	071570	5/23/08	OCLC, INC.	\$499.88	Annual Maintenance Agreement
O	071571	5/23/08	OCPC MAGAZINE	\$630.00	advertising
O	071572	5/23/08	ORANGEWOOD CHILDREN'S	\$100.00	Workshop Presentation
O	071573	5/23/08	ORIENTAL TRADING COMPANY, INC.	\$223.30	FAVOR FOR GRANT ACTIVITY
O	071574	5/23/08	DONALD MINEO	\$924.43	Reimbursement of MP3 Educational Delivery Sysms.
O	071575	5/23/08	MINI U STORAGE II	\$418.00	Monthly storage of fossil & shell coll.
O	071576	5/23/08	KATE CLARK	\$33.37	Mileage Reimbursement
O	071577	5/23/08	SANDRA LIPTON	\$32.19	Mileage Reimbursement
O	071578	5/23/08	RACHEL MANDERS	\$45.20	Mileage Reimbursement
O	071579	5/23/08	THE MASTER TEACHER, INC.	\$63.00	check run
O	071580	5/23/08	SEAN MC MULLEN	\$12.90	Reimbursement
O	071581	5/23/08	ORANGE CO. AUDITOR-CONTROLLER	\$3,660.00	SURCHARGE ON CITATIONS
O	071582	5/23/08	DOROTHY SHERLING	\$55.34	Mileage Reimbursement
O	071583	5/23/08	DISNEY DESTINATIONS, LLC	\$1,063.15	CHECK RUN
O	071584	5/23/08	FAIRMONT HOTEL	\$567.00	WHITT CONFERENCE
O	071585	5/23/08	SHANNON FASELER	\$248.40	Shannon Faseler to Art Chicago Conference
O	071586	5/23/08	WILL GLEN	\$968.24	conference reimbursement
O	071587	5/23/08	COLLEEN HILDEBRAND	\$82.51	Conference Reimbursement
O	071588	5/23/08	BETH MUELLER	\$170.09	Registration to attend ACBO 2008 Spring Conf.
O	071589	5/23/08	NASFAA	\$525.00	CHECK RUN
O	071590	5/23/08	CARLA REISCH	\$185.17	Reimbursement Staff Dev 2008 conference
O	071591	5/23/08	LARISA SERGEYEVA	\$767.32	Larisa Sergeyeva to Association Of Colleges Conf.
O	071592	5/23/08	CAROL WASSMAN	\$500.00	reimbursement C.Wassmann 2008 Conference
O	071593	5/23/08	WELLS FARGO BANK #3465	\$2,640.68	USPS-Mailing Invitation Packets
O	071594	5/23/08	WELLS FARGO BANK #4214	\$149.70	Geology field studies supplies
O	071595	5/23/08	WELLS FARGO BANK #3317	\$1,542.62	amazon.com
O	071596	5/27/08	ORANGE COUNTY REGISTER	\$7,648.00	ONLINE ADVERTISING
O	071597	5/27/08	ORANGE COUNTY REGISTER	\$5,320.00	ONLINE ADVERTISING
O	071598	5/27/08	AIRGAS WEST	\$428.91	POOL SUPPLIES
O	071599	5/27/08	ARMSTRONG MEDICAL INDUSTRIES	\$1,813.65	Supplies for Paramedic Students
O	071600	5/27/08	CAROLINA BIOLOGICAL SUPPLY	\$282.01	CHEMISTRY LAB SUPPLIES
O	071601	5/27/08	COX MEDIA, INC.	\$3,509.80	Cable Advertising
O	071602	5/27/08	CRISIS PREVENTION INSTITUTE,	\$344.60	MAB VIDEO
O	071603	5/27/08	RYCK DANIELS	\$137.44	REIMBURSEMENT FOR GEOLOGY FIELD STUDIES SUPPLIES
O	071604	5/27/08	DE NAULT'S TRUE VALUE	\$30.41	Hardware and gardening supplies for biology
O	071605	5/27/08	GOODWILL INDUSTRIES	\$14,360.00	Provide Interp.Svs.Stds.w/Disabilities
O	071606	5/27/08	JOHN DEERE LANDSCAPES, INC.	\$3,032.48	IRRIGATION SUPPLIES
O	071607	5/27/08	DELL MARKETING L.P.	\$9,946.65	REPLENISH CARTRIDGE FOR PRINTER
O	071608	5/27/08	DELPHIN COMPUTER SUPPLY	\$263.45	Request new laser printers.
O	071609	5/27/08	DELTA BIOLOGICALS	\$397.00	BIOLOGY SUPPLIES
O	071610	5/27/08	DEMCO INC.	\$111.02	Purchase instructional supplies.
O	071611	5/27/08	DHK PLUMBING & PIPING, INC.	\$6,348.00	INSTALL NEW ABS WASTER LINE FOR ICE MAKER
O	071612	5/27/08	DIRECT SAFETY COMPANY	\$177.51	GROUNDS - SAFETY GEAR

## WARRANT REGISTER LISTING

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Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071613	5/27/08	DIVERSIFIED BUSINESS SERVICES	\$593.87	T-SHIRTS FOR MENS BASKETBALL TEAM
O	071614	5/27/08	SPARKLETTS	\$21.93	DRINKING WATER FOR ATEP
O	071615	5/27/08	SPARKLETTS	\$803.25	Bottled water service
O	071616	5/27/08	DUNN-EDWARDS CORPORATION	\$291.77	OPEN P.O. FOR SUPPLIES
O	071617	5/27/08	E-Z UP DIRECT	\$1,372.78	TENTS FOR EQUIPMENT MANAGER
O	071618	5/27/08	EAGLE COMMUNICATIONS	\$243.73	Repair Emergency Call Box Phones
O	071619	5/27/08	EBSO SUBSCRIPTION SERVICE	\$290.92	CHECK RUN
O	071620	5/27/08	ECONOMIC ALTERNATIVES, INC.	\$1,722.51	WATER TREATMENT CHEMICALS
O	071621	5/27/08	EDITS PUBLISHERS	\$513.01	COPS Assessment / Edits Pub
O	071622	5/27/08	ELECTRIC CAR SALES & SERVICE	\$485.06	BATTERY CHARGER FOR CART
O	071623	5/27/08	ELITE MINDS, INC	\$229.50	Basic Skills Software/Reading Lab.
O	071624	5/27/08	EMERGENCY MEDICAL PRODUCTS	\$3,375.78	Supplies for Paramedic Students
O	071625	5/27/08	EMERSON MUSIC	\$99.91	Music purchased
O	071626	5/27/08	KRISTIN EMMETT	\$62.49	Commencement reimbursement
O	071627	5/27/08	ENTERPRISE RENT-A-CAR	\$2,555.70	OPEN P.O. FOR VEHICLE RENTAL
O	071628	5/27/08	ENVIRONMENTAL SYSTEMS PRODUCTS	\$3,448.00	AUTOMOTIVE EQUIPMENT
O	071629	5/27/08	EWING IRRIGATION PRODUCTS	\$145.13	OPEN P.O. FOR SUPPLIES
O	071630	5/27/08	EXCELSIOR ELEVATOR CORPORATION	\$650.00	ANNUAL ELEVATOR MAINTENANCE SERVICE
O	071631	5/27/08	EXCHANGE CLUB OF IRVINE	\$500.00	Ad in Sr. Scholar Athlete Program
O	071632	5/27/08	THE EXPENDABLES RECYCLER	\$376.43	Gels for student use in lighting
O	071633	5/27/08	EXPERIAN	\$75.00	Contract Svcs from Experian
O	071634	5/27/08	SHANNON FASELER	\$763.34	Reimbursement
O	071635	5/27/08	FEDERAL EXPRESS	\$1,047.56	FEDERAL EXPRESS CHARGES
O	071636	5/27/08	FISHER SCIENTIFIC	\$5,059.17	CHEMISTRY SUPPLIES
O	071637	5/27/08	FISHER SCIENTIFIC	\$345.72	ASTRONOMY EQUIPMENT
O	071638	5/27/08	FOR-A CORPORATION OF AMERICA	\$36,186.90	Special Effects Generator for Studio
O	071639	5/27/08	FRANCHISE DESIGNS	\$4,994.21	Water Polo Competitive Equipment
O	071640	5/27/08	FRAZEE INDUSTRIES, INC.	\$222.89	PAINT/SUPPLIES
O	071641	5/27/08	FREEWAY AUTO SUPPLY	\$377.20	TRANSPORTATION SUPPLIES
O	071642	5/27/08	DAVID FRETZ	\$250.72	Reimbursement for field trip supplies
O	071643	5/27/08	FREY SCIENTIFIC	\$631.42	AQUARIUM EQUIPMENT
O	071644	5/27/08	FRY'S ELECTRONICS	\$1,167.88	OPEN PO FOR COMPUTER SUPPLIES
O	071645	5/27/08	FULL COMPASS SYSTEMS	\$4,109.32	AV Equipment
O	071646	5/27/08	HILTON GARDEN INN	\$653.79	Costs associated with "Flying Karamazov Bros."
O	071647	5/27/08	KEENAN & ASSOCIATES	\$2,090.14	REFUND OVERPAID WORKER'S COMP
O	071648	5/27/08	DAIRY DEPOT	\$49.68	NUTRITIONAL MILK AND DAIRY SUPPLIES
O	071649	5/27/08	DEFOE FURNITURE 4 KIDS	\$3,610.22	Classroom furniture.
O	071650	5/28/08	ACADEMIC SENATE FOR CALIF.	\$725.00	CHECK RUN
O	071651	5/28/08	JUANITA BALTIERRA	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071652	5/28/08	PAMELA JAN BARR	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071653	5/28/08	ZINA BORATYNEC	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071654	5/28/08	FRANCES DIAZ	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071655	5/28/08	BRENDA FITZGEORGE	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071656	5/28/08	TERESA FLUEGEMAN	\$20.00	REIMBURSEMENT FOR T.FLUEGEMAN
O	071657	5/28/08	JENNIFER FORSTER	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071658	5/28/08	GEORGINA GUY	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071659	5/28/08	LOMA HOPKINS	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071660	5/28/08	PAULA JACOBS	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071661	5/28/08	JAYNE KLUNDER	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071662	5/28/08	SARAH KOBATA	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071663	5/28/08	CAROL LERMAN	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE

## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071664	5/28/08	MICHAEL LONG	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071665	5/28/08	MIKI MIKOLAJCZAK	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071666	5/28/08	TERENCE NELSON	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071667	5/28/08	ORLANATHA NIN	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071668	5/28/08	JENNIFER RACHMAN	\$85.00	REIMBURSEMENT FOR ETS CONFERENCE
O	071669	5/28/08	ZIA SALIM	\$300.00	Conference Reimbursement
O	071670	5/28/08	JOYCE SEMANIK	\$359.17	CACCARO CONFERENCE
O	071671	5/29/08	OFFICEMAX CONTRACT INC.	\$28,460.58	Office Max Supply Orders 2007/2008
O	071672	5/29/08	POSTMASTER	\$23,280.75	CHECK RUN
O	071673	5/29/08	WELLS FARGO BANK #4198	\$293.23	PURCHASE LOCKS
O	071674	5/29/08	WELLS FARGO #2078	\$3,311.65	R.MATHUR TO CCLC CONFERENCE
O	071675	5/29/08	AT & T MOBILITY	\$132.34	2 CELL PHONES AND SERVICE
O	071676	5/29/08	AT&T	\$67.72	Annual P.O. for telephone service
O	071677	5/29/08	Center for Demographic	\$25.00	Library book per Ana Maria Cobos request
O	071678	5/29/08	G/M BUSINESS INTERIORS	\$474.10	Chairs for the Division
O	071679	5/29/08	PEOPLESUPPORT	\$14,125.50	LIVE CAPTIONING GRANT, PEOPLE SUPPORT INV.
O	071680	5/29/08	LILIANN PEREZ-STROUD	\$300.00	Workshop Presenter
O	071681	5/29/08	PHOENIX BUSINESS MACHINES, INC	\$500.00	RICOH: Maintenance IT Copier - Aficio 3235C
O	071682	5/29/08	RESERVE ACCOUNT (PITNEY-BOWES)	\$30,000.00	POSTAGE
O	071683	5/29/08	POCKET NURSE ENTERPRISES, INC.	\$1,112.80	TORSO FOR EMT & NURSING
O	071684	5/29/08	PRESS ASSOCIATION, INC.	\$14,336.09	CHECK RUN
O	071685	5/29/08	PURETEC	\$588.80	SUPPLIES
O	071686	5/29/08	RAININ INSTRUMENTS LLC	\$1,950.82	BIOLOGY EQUIPMENT
O	071687	5/29/08	RECALL SECURE DESTRUCTION	\$104.38	Shredding Account Documents 07/08
O	071688	5/29/08	RICOH AMERICAS CORPORATION	\$47.62	LEASE OF 1013 COPIER LOCATED IN MAIL ROOM
O	071689	5/29/08	S & B FOODS	\$32.76	HR Com. Rel. - SB Cafeteria
O	071690	5/29/08	SADDLEBACK VALLEY UNIFIED	\$9,750.00	TECH PREP EXPENDITURES
O	071691	5/29/08	SADDLEBACK VALLEY UNIFIED	\$17,000.00	reimburse salaries for ttp grant
O	071692	5/29/08	SAFEWAY INC/PAVILIONS	\$854.75	Groceries for Foods Lab (summer/fall)
O	071693	5/29/08	SAFEWAY INC/PAVILIONS	\$827.45	Groceries for Foods Lab (summer/fall)
O	071694	5/29/08	SALEM PRESS, INC.	\$331.87	Library books per Tom Weisrock request
O	071695	5/29/08	SAN DIEGO SCALE CO., INC.	\$190.80	REPAIR OF CHEMISTRY BALANCES
O	071696	5/29/08	SANTA FE JEWELER'S SUPPLY	\$8.50	JEWELRY MAKING SUPPLIES
O	071697	5/29/08	SARGENT-WELCH LLC	\$1,008.53	PHYSICS EQUIPMENT
O	071698	5/29/08	GUISELLE SCOTT	\$840.00	Workshop Trainer
O	071699	5/29/08	SEHI PROCOMP COMPUTER PRODUCTS	\$885.32	Printers
O	071700	5/29/08	JOYCE SEMANIK	\$45.81	REIMBURSEMENT FOR SUPPLIES
O	071701	5/29/08	LYNN SEMER	\$609.78	REIMBURSEMENT SPRING 2008 FN 400 NUTRITION/COOKING
O	071702	5/29/08	SHELF MASTER, INC.	\$689.46	GEOLOGY SUPPLIES
O	071703	5/29/08	SHRED-IT	\$155.00	For Shred-it monthly service
O	071704	5/29/08	PENNY SKAFF	\$224.64	REIMBURSEMENT FOR MATERIALS
O	071705	5/29/08	DANIEL SMITH, INC.	\$66.64	ART/PAINTING SUPPLIES
O	071706	5/29/08	SO. CAL. GAS CO.	\$1,567.41	Annual Gas Service
O	071707	5/29/08	SO. CAL. GAS CO.	\$155.93	Annual Gas Service
O	071708	5/29/08	SO. CAL. GAS CO.	\$28,524.30	Annual Gas Service
O	071709	5/29/08	SO. COAST FIRE PROTECTION	\$132.63	SYSTEM CHARGE
O	071710	5/29/08	SPECTRUM INDUSTRIES, INC.	\$3,685.76	Task Chairs For TAS room 108
O	071711	5/29/08	SPECTRUM CHEMICAL MFG. CORP.	\$4,396.77	BIOLOGY EQUIPMENT
O	071712	5/29/08	SPECTRUM SPECIALTIES AND AWARD	\$658.46	EYELOUPE LANYARD
O	071713	5/29/08	STAR MAINTENANCE SUPPLY	\$9,994.41	JANITORIAL SUPPLIES
O	071714	5/29/08	TFM ASSOCIATES, INC.	\$3,000.00	Advertising in The Scout

## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (COUNTY ) - County Account

Sort: Sorted by Warrant #

Selection: Between #070950 and 071731

S	Check #	Check Dt	Company Name	Check Amount	Description
O	071715	5/29/08	TUFF SHED, INC.	\$8,917.00	BASEBALL FIELD TUFF SHED
O	071716	5/29/08	US MARKERBOARD	\$1,039.15	Directory board
O	071717	5/29/08	LUIS MAURICIO VASQUEZ	\$375.00	Workshop Presentation
O	071718	5/29/08	VERIZON WIRELESS	\$110.61	BlackBerry solutions data plan
O	071719	5/29/08	VIDEO SERVICE OF AMERICA	\$602.32	CAMCORDERS FOR PSYCHOLOGY
O	071720	5/29/08	VILLA FORD	\$25,527.64	NEW VEHICLES
O	071721	5/29/08	VWR INTERNATIONAL, INC.	\$305.19	CHEMISTRY SUPPLIES
O	071722	5/29/08	WARD'S NATURAL SCIENCE	\$65.63	Live Animals and Lab Materials for Biology
O	071723	5/29/08	WARE DISPOSAL CO., INC.	\$151.97	TRASH REMOVAL SERVICES
O	071724	5/29/08	W A X I E	\$372.15	VACUUM CLEANERS
O	071725	5/29/08	TED WEATHERFORD	\$171.08	REIMB./IVC DANCE COORD./DANCE CONCERT EXPENSES
O	071726	5/29/08	XEROX CORP.	\$1,344.63	Lease/Maintenance for DocuColor 2045 Printer
O	071727	5/29/08	OFFICEMAX CONTRACT INC.	\$37.29	Office Max Supply Orders 2007/2008
O	071728	5/29/08	U.S. HEALTHWORKS MEDICAL GROUP	\$101.26	WORKERS' COMP FIRST AID ACCOUNT
O	071729	5/30/08	CAREERBUILDER, LLC	\$7,674.00	CHECK RUN
O	071730	5/30/08	DIAMOND GLASS COMPANIES	\$215.00	WINDSHIELD REPLACEMENT
O	071731	5/30/08	UNION BANK OF CALIFORNIA-PARS	\$717,627.18	CHECK RUN
				<u>\$3,985,221.19</u>	



FUND SUMMARY
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Description	Amount
01 - General Fund	\$2,605,086.03
12 - Child Development Fund	\$6,716.37
40 - Capital Outlay Fund	\$1,363,345.33
68 - Self-Insurance Fund	\$5,823.46
71 - Retiree Benefit Fund	\$4,250.00
	<u>\$3,985,221.19</u>

## WARRANT REGISTER LISTING

Bank Account (SC-CMED ) - Saddleback Community Ed

Sort: Sorted by Warrant #

Selection: Between #009208 and 009231

S	Check #	Check Dt	Company Name	Check Amount	Description
O	009208	5/09/08	WESLEY HAZLETT	\$52.00	SADDLEBACK COMMUNITY EDUCATION LIVESCAN REIMBURSE.
O	009209	5/09/08	MEGAN IRWIN	\$52.00	SADDLEBACK COMM ED LIVESCAN REIMBURSEMENT
O	009210	5/09/08	FRANCES GREENSPAN	\$20.00	SADDLEBACK COMM ED LIVESCAN REIMBURSEMENT
O	009211	5/09/08	COMPUTRAX, INC.	\$1,052.50	Com. Ed. Presenter
O	009212	5/09/08	DELL MARKETING L.P.	\$1,641.03	Networker Module for SQL Server
O	009213	5/09/08	GOODWILL INDUSTRIES OF	\$420.00	Sign Interpreter for Com.Ed.
O	009214	5/09/08	RANDELEIGH HARRIS	\$50.00	Com. Ed. Presenter
O	009215	5/09/08	INSIGHT SYSTEMS GROUP, INC.	\$850.00	Com. Ed. Presenter
O	009216	5/09/08	OFFICEMAX CONTRACT INC.	\$660.91	Office Max Supply Orders 2007/2008
O	009217	5/09/08	TERRY ROWEN, INC.	\$3,729.25	Comm. Ed. Presenter
O	009218	5/16/08	COMPUTRAX, INC.	\$145.00	Com. Ed. Presenter
O	009219	5/16/08	JAMES COSPER	\$140.00	CHECK RUN
O	009220	5/16/08	DEPT OF GENERAL SERVICES	\$789.54	Procurement Charges for Roof Renovations
O	009221	5/16/08	LORETTA DU BOIS TOURS	\$6,250.00	CHECK RUN
O	009222	5/16/08	EDUCATION TO GO	\$2,003.75	Com. Ed. Presenter - Online Classes
O	009223	5/16/08	INSIGHT SYSTEMS GROUP, INC.	\$855.00	Com. Ed. Presenter
O	009224	5/16/08	ALAN LUGENA	\$12.96	CHECK RUN
O	009225	5/16/08	RITZ-CARLTON, LAGUNA NIGUEL	\$600.00	CHECK RUN
O	009226	5/27/08	BILLY TEES	\$892.92	CHECK RUN
O	009227	5/27/08	LORETTA DU BOIS TOURS	\$940.00	CHECK RUN
O	009228	5/27/08	EDUCATION TO GO	\$2,766.25	Com. Ed. Presenter - Online Classes
O	009229	5/27/08	FRANCES WENDY GREENSPAN	\$505.00	CHECK RUN
O	009230	5/27/08	KID'S GYM INC.	\$2,500.00	CHECK RUN
O	009231	5/27/08	SUSAN M. UNOURA	\$119.00	CHECK RUN
				<u>\$27,047.11</u>	

FUND SUMMARY
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Description	Amount
09 - SC Community Education Fu	\$27,047.11
	<u>\$27,047.11</u>

## WARRANT REGISTER LISTING

Escape - AP

v 4.2

Bank Account (IVC-CMED) - IVC Community Ed

Sort: Sorted by Warrant #

Selection: Between #008437 and 008439

S	Check #	Check Dt	Company Name	Check Amount	Description
O	008437	5/16/08	IVANS COLLAS	\$75.00	IVC Community Education Contract Class Instructor
O	008438	5/16/08	EDUCATION TO GO	\$1,850.00	CONTRACT INSTRUCTOR PAYMENT FOR COMMUNITY ED.
O	008439	5/16/08	MARK SEVI	\$262.50	Community Ed. Instructor for IVC 2007-08
				<u>\$2,187.50</u>	

FUND SUMMARY
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Description	Amount
07 - IVC Community Education F	\$2,187.50
	<u>\$2,187.50</u>

**TO:** Board of Trustees

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

**RE:** SOCCCD: Budget Amendment: Resolution No. 08-19 to Amend  
2007-2008 Restricted General Fund

**ACTION:** Approval

---

**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:

CTE State Articulation Allocation for the District	(\$369,100)
Career Technical Education Community Collaborative	\$450,000
Total Increase to the General Fund	<u>\$80,900</u>
Total Budget Amendment	<u>\$80,900</u>

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees adopt Resolution No. 08-19 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 FUND

RESOLUTION 08-19

June 24, 2008

WHEREAS, the Governing Board of the South Orange County Community College District has determined that income in the amount of \$80,900.00 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	8690	State Revenue	\$80,900
			<u>\$80,900</u>

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	<u>\$102,220</u>
01	2000	Classified Salaries	<u>\$171,439</u>
01	3000	Fringe Benefits	<u>\$74,029</u>
01	4000	Books and Supplies	<u>(\$20,550)</u>
01	5000	Other Operating Expenses & Services	<u>(\$255,125)</u>
01	6000	Capital Outlay	<u>\$8,887</u>
			<u>\$80,900</u>

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 FUND

RESOLUTION 08-19

June 24, 2008

BUDGET AMENDMENT EXPENDITURE DETAIL

CTE State Articulation Allocation for the District

INCOME

01- 8690-	1-206-7-012-000-6610	CTE State Allocation	(\$369,100)
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EXPENDITURE

01- 4200-	1-206-7-012-000-6610	BKS/MAG/PR: Dist Admin	(\$269)
01- 4600-	1-206-7-012-000-6610	NINSTR SUP: Dist Admin	(\$23,417)
01- 5811-	1-206-7-012-000-6610	CONTR SERV: Dist Admin	(\$325,077)
01- 6410-	1-206-7-012-000-6610	NEW EQUIP: Dist Admin	(\$20,338)
			<u>(\$369,100)</u>

Career Technical Education Community Collaborative

INCOME

01- 8690-	1-209-1-024-067-6920	Career Tech Edu Comm Collaborative	<u>\$450,000</u>
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EXPENDITURE

01- 1313-	1-209-1-024-067-6920	HR CLS FPT: Child Devl	\$45,000
01- 1315-	1-209-1-024-067-6920	HR CL FSTI: Child Devl	\$20,300
01- 1415-	1-209-1-024-067-6920	HR NC FSTI: Child Devl	\$36,920
01- 2141-	1-209-1-024-067-6920	RG CLE SAL: Child Devl	\$31,809
01- 2151-	1-209-1-024-067-6920	RG TEC SAL: Child Devl	\$59,820
01- 2342-	1-209-1-024-067-6920	NINSTR OT: Child Devl	\$3,200
01- 2343-	1-209-1-024-067-6920	NINSTR HRL: Child Devl	\$52,510
01- 2345-	1-209-1-024-067-6920	NINSTR STI: Child Devl	\$10,200
01- 2346-	1-209-1-024-067-6920	NINSTR SUB: Child Devl	\$6,900
01- 2453-	1-209-1-024-067-6920	INSTR HRLY: Child Devl	\$7,000
01- 3120-	1-209-1-024-067-6920	STRS NINST: Child Devl	\$8,433
01- 3220-	1-209-1-024-067-6920	PERS NINST: Child Devl	\$14,711
01- 3320-	1-209-1-024-067-6920	OAS NI CLS: Child Devl	\$11,341
01- 3360-	1-209-1-024-067-6920	MED NI EMP: Child Devl	\$4,998
01- 3420-	1-209-1-024-067-6920	BEN NI CLS: Child Devl	\$32,618
01- 3520-	1-209-1-024-067-6920	UNE NI STA: Child Devl	\$1,021
01- 3620-	1-209-1-024-067-6920	WCO NINSTR: Child Devl	\$907
01- 4584-	1-209-1-024-067-6920	DUPL FEE: Child Devl	\$500
01- 4600-	1-209-1-024-067-6920	NINSTR SUP: Child Devl	\$2,635
01- 5153-	1-209-1-024-067-6920	CONSULTANT: Child Devl	\$4,000
01- 5269-	1-209-1-024-067-6920	MILEAGE: Child Devl	\$2,000
01- 5270-	1-209-1-024-067-6920	CONFERENCE: Child Devl	\$19,000
01- 5271-	1-209-1-024-067-6920	COMM RELAT: Child Devl	\$5,894
01- 5810-	1-209-1-024-067-6920	CONTR PRNT: Child Devl	\$4,000
01- 5811-	1-209-1-024-067-6920	CONTR SERV: Child Devl	\$12,550
01- 5840-	1-209-1-024-067-6920	POSTAGE: Child Devl	\$5,200
01- 5891-	1-209-1-024-067-6920	INDIR CHG: Child Devl	\$17,308
01- 6120-	1-209-1-024-067-6920	SITE (CNT): Child Devl	\$24,725
01- 6411-	1-209-1-024-067-6920	NEW EQP TE: Child Devl	\$4,500
			<u>\$450,000</u>



SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT  
GENERAL FUND

**RESOLUTION 08-19**

June 24, 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 June 23, 2008.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 25th day of June, 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

---

**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	BT08-01273	Account	Description	From	To
				\$6,000.00	\$6,000.00
			01-5270-1-006-4-080-000-6011 CONFERENCE: Instructional Dean		
			01-2483-1-006-4-080-000-6011 HR INSTR STRM SAL: Instructional Dean		\$6,000.00
				\$6,000.00	\$6,000.00
Journal Number	BT08-01308	Account	Description	From	To
				\$101,000.00	
			01-2383-0-000-1-025-000-6630 HR SHORTTERM SAL: Research, Planning & Grants		\$1,000.00
			01-4600-0-000-1-021-000-6510 NON-INSTR SUPPLIES & MATERIALS: Physical Plant: Building Mai		\$85,000.00
			01-4600-0-000-1-021-078-6530 NON-INSTR SUPPLIES & MATERIALS: Physical Plant: Custodial Se		\$5,000.00
			01-4600-0-000-1-021-080-6510 NON-INSTR SUPPLIES & MATERIALS: Physical Plant: Building Mai		\$10,000.00
			01-4610-0-000-1-021-062-6772 GASOLINE/FUEL: Transportation Services		
				\$101,000.00	\$101,000.00
Journal Number	BT08-01312	Account	Description	From	To
				\$6,952.00	
			01-2141-2-089-1-054-033-1230 RG CLERIC SAL: Nursing	\$178.00	
			01-3320-2-089-1-054-033-1230 OASDI NINST CLSSF: Nursing	\$95.00	
			01-3360-2-089-1-054-033-1230 MEDIC NINST EMPLOY: Nursing		\$27.00
			01-3220-2-089-1-054-033-1230 PERS NON-INSTR STAFF: Nursing		\$11.00
			01-3620-2-089-1-054-033-1230 WCOMP NON-INSTRUCTIONAL: Nursing		\$785.00
			01-5270-2-089-1-054-033-1230 CONFERENCE: Nursing		\$6,402.00
			01-5891-2-089-1-054-033-1230 INDIRECT CHARGES: Nursing		
				\$7,225.00	\$7,225.00
Journal Number	BT08-01364	Account	Description	From	To
				\$7,484.00	
			95-4730-E-M42-1-057-006-000 HOST EXP: SPORTS		\$7,484.00
			95-5821-D-M01-1-057-006-000 GEN FEE AL: ASG OFFICE		
				\$7,484.00	\$7,484.00
Journal Number	BT08-01366	Account	Description	From	To
				\$89,626.00	
			01-1415-1-204-4-035-000-6310 HR NCLSRM FAC STI: Counseling & Guidance		\$79,626.00
			01-1415-1-204-4-022-000-4930 HR NCLSRM FAC STI: General Studies(App Psy,Pre-coll Math &		\$10,000.00
			01-5270-1-204-4-022-000-4930 CONFERENCE: General Studies(App Psy,Pre-coll Math &		
				\$89,626.00	\$89,626.00

Journal Number	BT08-01369	Account	Description	From	To
				\$12,050.00	
				\$2,824.00	
				\$2,584.00	
				\$800.00	
				\$55.00	
				\$17.00	
				\$190.00	
				\$232.00	
					\$1,000.00
					\$300.00
					\$350.00
					\$17,102.00
				\$18,752.00	\$18,752.00
Journal Number	BT08-01371	Account	Description	From	To
				\$5,770.00	
					\$5,770.00
				\$5,770.00	\$5,770.00
Journal Number	BT08-01385	Account	Description	From	To
				\$2,699.00	
				\$1,721.00	
				\$27,297.00	
				\$2,772.00	
				\$5,097.00	
				\$9,232.00	
				\$5.00	
				\$21.00	
				\$445.00	
				\$470.00	
					\$17,726.00
					\$2,439.00
					\$14,967.00
					\$28.00
					\$963.00
					\$1,422.00
					\$2,012.00
					\$135.00
					\$13.00
					\$8,375.00
					\$1,125.00
					\$554.00
				\$49,759.00	\$49,759.00

Journal Number	BT08-01403	Account	Description	From	To
		01-5153-1-039-8-016-060-6011	CONSULTANT: Instructional Dean	\$7,741.00	
		01-2383-1-039-8-016-060-6011	HR SHORTERM SAL: Instructional Dean		\$7,741.00
				<u>\$7,741.00</u>	<u>\$7,741.00</u>
Journal Number	BT08-01419	Account	Description	From	To
		01-3410-0-600-9-001-000-5900	BENS CLSSRM FACULTY: Instr-Staff Retirees Benefits	\$3,058,627.00	
		01-3430-0-600-9-001-000-6740	BENS NCLSRM ACADEMIC: Non-Instr Staff-Retirees Benefit & Inc	\$1,937,909.00	
		01-7390-0-600-9-000-000-7290	INTERFUND TRANSFERS OUT: Other Financing		\$4,996,536.00
				<u>\$4,996,536.00</u>	<u>\$4,996,536.00</u>
Journal Number	BT08-01429	Account	Description	From	To
		01-2141-1-021-1-026-000-6460	RG CLERIC SAL: Student Financial Aid Admin	\$16,728.00	
		01-5810-1-021-1-026-000-6460	CONTRACT PRINTING: Student Financial Aid Admin	\$25,465.00	
		01-2141-1-021-1-026-083-6460	RG CLERIC SAL: Student Financial Aid Admin		\$9,067.00
		01-3220-1-021-1-026-083-6460	PERS NON-INSTR STAFF: Student Financial Aid Admin		\$844.00
		01-3320-1-021-1-026-083-6460	OASDI NINST CLSSF: Student Financial Aid Admin		\$430.00
		01-3360-1-021-1-026-083-6460	MEDIC NINST EMPLOY: Student Financial Aid Admin		\$158.00
		01-3420-1-021-1-026-083-6460	BENS NINST CLSSF: Student Financial Aid Admin		\$3,403.00
		01-3620-1-021-1-026-083-6460	WCOMP CLSSF STAFF: Student Financial Aid Admin		\$2,826.00
		01-5810-1-021-1-026-083-6460	CONTRACT PRINTING: Student Financial Aid Admin		\$25,465.00
				<u>\$42,193.00</u>	<u>\$42,193.00</u>
Journal Number	BT08-01435	Account	Description	From	To
		01-1211-1-030-1-051-096-6320	RG NCLSRM FAC SAL: Matriculation Services	\$2,000.00	
		01-2141-1-030-1-051-096-6320	RG CLERIC SAL: Matriculation Services	\$2,000.00	
		01-2383-1-030-1-051-096-6320	HR SHORTERM SAL: Matriculation Services	\$4,000.00	
		01-3420-1-030-1-051-096-6320	BENS NINST CLSSF: Matriculation Services	\$1,005.00	
		01-3430-1-030-1-051-096-6320	BENS NCLSRM CERT: Matriculation Services	\$2,628.00	
		01-4580-1-030-1-051-096-6320	DUPL CHBACKS: Matriculation Services	\$3,550.00	
		01-5270-1-030-1-051-096-6320	CONFERENCE: Matriculation Services	\$1,246.00	
		01-5810-1-030-1-051-096-6320	CONTRACT PRINTING: Matriculation & Student Assessment	\$3,078.00	
		01-5840-1-030-1-051-096-6320	POSTAGE: Matriculation & Student Assessment	\$1,000.00	
		01-1414-1-030-1-051-096-6320	HR NCLSRM FAC SUM: Matriculation Services		\$16,424.00
		01-2151-1-030-1-051-096-6320	RG TECH SAL: Matriculation Services		\$778.00
		01-2342-1-030-1-051-096-6320	NON-INSTR CLASS, OT: Matriculation & Student Assessment		\$800.00
		01-3520-1-030-1-051-096-6320	UNEMP NINST STAFF: Matriculation Services		\$5.00
		01-3620-1-030-1-051-096-6320	WCOMP CLSSF STAFF: Matriculation Services		\$100.00
		01-3320-1-030-1-051-096-6320	OASDI NINST CLSSF: Matriculation Services		\$900.00
		01-4600-1-030-1-051-096-6320	NON-INSTR SUPPLIES & MATERIALS: Matriculation & Student Asse		\$1,500.00
				<u>\$20,507.00</u>	<u>\$20,507.00</u>

Journal Number	BT08-01437	Account	Description	From	To
		01-5153-0-000-1-054-033-1251	CONSULTANT	\$8,240.00	
		01-2453-0-000-1-054-033-1251	INSTR CL HOURLY		\$8,240.00
				<u>\$8,240.00</u>	<u>\$8,240.00</u>
Journal Number	BT08-01446	Account	Description	From	To
		52-7900-0-598-0-000-000-0000	Contingency: Unallocated	\$2,908,430.00	
		52-7390-0-598-0-000-000-0000	INTERFUND TRANSFERS OUT: Unallocated		\$2,908,430.00
				<u>\$2,908,430.00</u>	<u>\$2,908,430.00</u>
Journal Number	BT08-01447	Account	Description	From	To
		40-6229-0-000-7-013-000-7100	Reserve for Basic Aid Project: Property & Facilities Develmt	\$2,067,452.00	
		40-7900-0-000-7-013-000-7100	CONTINGENCY: Property & Facilities Develmt	\$5,024,118.00	
		40-7390-0-000-7-013-000-7100	INTERFUND TRANSFERS OUT: Property & Facilities Develmt		\$7,091,570.00
				<u>\$7,091,570.00</u>	<u>\$7,091,570.00</u>
Journal Number	BT08-01457	Account	Description	From	To
		95-4580-D-M37-1-036-000-645	DUPL CHBAC: STUDENT DEVELOPMENT ASSESSMENT	\$875.00	
		95-4600-D-M37-1-036-000-645	NINSTR SUP: STUD DEVEL ASSESS	\$145.00	
		95-4720-D-M37-1-036-000-645	BANQ/MEALS: STUD DEVELOPMENT ASSESSMENT	\$1,415.00	
		95-5270-D-M37-1-036-000-645	CONFERENCE: STUDENT DEVELOPMENT ASSESSMENT	\$2,263.00	
		95-5811-D-M37-1-036-000-645	CONTR SERV: STUDENT DEVELOPMENT ASSESSMENT	\$852.00	
		95-6410-D-M37-1-036-000-645	NEW EQUIP: STUDENT DEVELOPMENT ASSESSMENT		\$5,550.00
				<u>\$5,550.00</u>	<u>\$5,550.00</u>
TOTAL				\$15,366,383.00	\$15,366,383.00

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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**

Journal Number	BT08-01285	BT08-01331	BT08-01379	BT08-01399	BT08-01434
	BT08-01289	BT08-01334	BT08-01381	BT08-01400	BT08-01439
	BT08-01295	BT08-01347	BT08-01383	BT08-01401	BT08-01440
	BT08-01297	BT08-01348	BT08-01384	BT08-01402	BT08-01441
	BT08-01303	BT08-01354	BT08-01387	BT08-01408	BT08-01451
	BT08-01304	BT08-01357	BT08-01388	BT08-01409	BT08-01452
	BT08-01313	BT08-01358	BT08-01389	BT08-01413	BT08-01453
	BT08-01315	BT08-01359	BT08-01390	BT08-01414	BT08-01454
	BT08-01317	BT08-01363	BT08-01391	BT08-01420	BT08-01456
	BT08-01318	BT08-01373	BT08-01392	BT08-01421	BT08-01459
	BT08-01325	BT08-01376	BT08-01393	BT08-01430	BT08-01461
	BT08-01327	BT08-01377	BT08-01397	BT08-01432	
	BT08-01329	BT08-01378	BT08-01398	BT08-01433	

**Irvine Valley College**

Journal Number	BT08-01271	BT08-01322	BT08-01355	BT08-01406	BT08-01442
	BT08-01281	BT08-01326	BT08-01356	BT08-01407	BT08-01444
	BT08-01286	BT08-01335	BT08-01368	BT08-01417	
	BT08-01290	BT08-01336	BT08-01370	BT08-01418	
	BT08-01306	BT08-01337	BT08-01396	BT08-01423	
	BT08-01321	BT08-01338	BT08-01404	BT08-01424	

**District Services**

Journal Number	BT08-01275	BT08-01349
	BT08-01276	BT08-01394
	BT08-01316	BT08-01425
	BT08-01345	

**A T E P**

Journal Number	BT08-01328
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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**  
**June 23, 2008**

**IRVINE VALLEY COLLEGE**

<b>Gift</b>	<b>Donated By:</b>
60 Avocados	Joe San Juan 15812 Las Nubes Street Westminster, California
Books	Mohsen Amini 4000 Barranca Parkway, Suite 160 Irvine, California 92604

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: May/June 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 May/June 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**

RG Group, Center for Student Success Consultant Agreement to conduct qualitative research, Complete case study reports and conduct case analysis for the Transfer Leadership Center grant.	\$ 50,000.00
SirsiDynix Support Renewal of annual software maintenance-Unicorn Migration Package.	\$ 30,302.81
John T. Casagrande Consultant Agreement to expand the existing Access database and utilize the framework that uses a Microsoft SQL Server 2005 DB.	\$ 30,000.00
Gartner Inc. Service Agreement for purchase of Core Research.	\$ 26,210.00
Hyatt Legal Plans Renewal agreement for 10/1/08 through 9/30/09.	\$ 18,000.00
Incentra Solutions Agreement to provide assistant with the Exchange 2007 support.	\$ 17,400.00
John T. Casagrande Consultant Agreement to expand the existing access database.	\$ 9,500.00

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

Careerbuilder.com Service Activation Agreement for use of website by HR.	\$ 7,674.00
Psomas Amendment No. 2 to consultant agreement for additional design modification plan at ATEP.	\$ 6,000.00
Cardinal Health Equipment Purchase Agreement for software.	\$ 5,630.00
Jean Sando Consultant Agreement to prepare goal and objective revision, National Visiting Committee meeting information and presentation.	\$ 1,855.00
California Partnership for Achieving Student Success Memorandum of Understanding between school districts, community college districts, colleges and universities to collect, analyze and share student data to track performance and improve success.	\$ 0
Camino Health Center Affiliation Agreement to provide internship for students.	\$ 0
Laguna Niguel Family Medical Affiliation Agreement to provide internship for students.	\$ 0
Mission OB/Gyn Medical Group, Inc. Affiliation Agreement to provide internship for students.	\$ 0
Mission Children's Medical Group, Inc. Affiliation Agreement to provide internship for students.	\$ 0
Adam Crawford, DO Affiliation Agreement to provide internship for students.	\$ 0
Ocean View Family Medicine Affiliation Agreement to provide internship for students.	\$ 0
Janne Dewing, M.D. Affiliation Agreement to provide internship for students.	\$ 0

### **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: District Mission and Vision Statements and District-wide Goals for 2008-09

**ACTION:** Approval

**BACKGROUND**

At the recommendation of the College Academic Senate Presidents, in the fall of 2006 Chancellor Mathur established a District Planning Process Task Force. The charge of the task force was to define an approach that integrates the college and district planning processes. The task force, chaired by Dr. Andreea Serban, Vice Chancellor of Technology and Learning Services, completed its work in October 2006 and forwarded recommendations to Chancellor Mathur.

As recommended by the task force, the Chancellor's Cabinet was designated the governance group charged with drafting district-wide goals for the Board's consideration. The district-wide goals are broad, policy level statements aimed at providing overall direction for the entire district and for integration, as appropriate, with the strategic goals of each of the major district organizations: Saddleback College, Irvine Valley College, ATEP and District Services. The Chancellor's Cabinet, joined by interested faculty, staff, and administrators, conducted a district-wide goals review session on February 27, 2008, to review the District mission and vision statements and update the district-wide goals for 2008-09. Following the February 27, 2008 meeting, the draft district-wide goals for 2008-09 were provided to the College Presidents, ATEP dean, and shared governance leaders for review and discussion. All faculty and staff were also invited to comment on the draft goals and revised vision statement. No changes were made to the District Mission Statement. At the Chancellor's Cabinet meeting of May 15, 2008, governance group representatives voted to recommend the district-wide goals and vision statement, as revised, for 2008-09.

**STATUS**

At the meeting of May 27, 2008, the Board of Trustees accepted for review and study the District Mission and Vision Statements as revised and District-wide Goals for 2008-09 as developed in the February 27, review session and May 15, 2008, Chancellors Cabinet meeting.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the District Mission and Vision Statements and District-wide Goals for 2008-2009 as presented in Exhibit A.

**South Orange County Community College District**  
**Districtwide Vision, Mission and Goals**  
**Based on the February 27, 2008 Planning Session**

**Vision:** To be an educational leader in a changing world.

**Mission:** To provide a dynamic learning environment and diverse opportunities fostering student success and contributing to the global community.

1. Promote and support enrollment management, emphasizing online degrees and certificates; new academic and career technical education programs; workforce development; and innovative instructional delivery modes.
2. Engage in systematic and integrated strategic and budget planning within the framework of regulatory compliance and board approved basic aid guidelines.
3. Follow the Educational and Facilities Master Plan and address preventative maintenance and timely rehabilitation when making resource allocation decisions.
4. Develop the Advanced Technology and Education Park (ATEP) through educational and business partnerships with multiple sources of funding.
5. Provide a safe and secure environment supportive of student learning.
6. Promote and strengthen institutional integrity, effectiveness, and accountability consistent with accreditation standards.
7. Communicate the value of our services to stakeholders through increased community involvement and outreach.
8. Promote an environment to foster innovation and an entrepreneurial approach to resource and economic development.
9. Recruit a diverse workforce of highly qualified employees and provide them with professional development and other opportunities to succeed.
10. Ensure that students, faculty, and staff are informed of and have access to online and in person services, programs, available resources, and policies.
11. Promote a positive district-wide image through respectful interactions among faculty, staff, students, administrators, trustees and the community.
12. Support legislative efforts to sustain funding for community colleges, increase accessibility for students, and provide regulatory relief.
13. Support the retention and success of all students, especially those with basic skills needs.
14. Work positively and collegially to resolve accreditation recommendations.

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** SOCCCD: Fiscal Year 2008-2009 Tentative Budget  
**ACTION:** Approval

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**BACKGROUND**

Title 5, California Code of Regulations, Section 58305(a) requires that each community college district governing board adopt a tentative budget no later than July 1 of each fiscal year. Approval of this budget allows the normal processing of payrolls and vendor payments at the start of the new fiscal year.

The District Resource Allocation Council (DRAC) has met and completed its work on the tentative budget.

**STATUS**

The estimate of financial resources available to the District has been based on the Governor's January Budget and adjusted by the May Revise. The tentative budget includes a projected unrestricted ending balance for June 30, 2008 in the amount of \$25,911,118 plus unrestricted general fund resources of \$171,177,460. The actual ending balance for June 30, 2008 and State Budget Act are still uncertain; these projections will change before the final budget is presented to the Board on August 25, 2008. The Reserve for Economic Uncertainties has been set at 7.5% in accordance with the Budget Development Guidelines adopted by the Board of Trustees. In addition to the general fund, all other District fund budgets are also reported in the tentative budget enclosure.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the 2008-2009 Tentative Budget as presented in the enclosure.

**TO:** Board of Trustees

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

**RE:** SOCCCD: Five Year Construction Plan 2010/2011 – 2014/2015

**ACTION:** Approval

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**BACKGROUND**

A proposed order of priority for the Five-Year Construction Plan was presented to the Board of Trustees on May 27, 2008.

**STATUS**

EXHIBIT A, depicts the order of priority for the 2010/2011-2014/2015 Five-Year Construction Plan for the colleges. EXHIBIT B includes the monthly Facilities Report and is formatted to serve as reference and backup information for the Five-Year Plan. EXHIBIT C provides reference to the priorities established in the current Master Plan; the currently proposed order of priority follows the guidelines of the 2006 Facilities Master Plan with adjustments as required to reflect completed projects and projects that are currently under way.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve the District's Order of Priority for the 2010/2011-2014/2015 Five Year Construction Plan.

Calif. Comm. Colleges

Five Year Construction Plan

6/6/2008

**District Projects Priority Order**

South Orange County CCD

No.	Project	Occupancy	Source	Schedule of Funds					
				2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014
	ASF	Total Cost							
1	PERFORMING ARTS CENTER/ THEATE		Irvine Valley College						
0	2006/2007								
	\$14,472,000	State							
	\$19,141,000	NonState							
2	BUSINESS & TECHNOLOGY INNOVATI		Irvine Valley College						
27,644	2009/2010		(E)						
	\$2,721,000	State		\$2,721,000					
	\$537,000	NonState		\$537,000					
3	THEATER SECONDARY EFFECTS: REM		Irvine Valley College						
-4,160	2008/2009								
	\$2,484,000	NonState							
4	McKINNEY THEATER RESTROOMS		Saddleback College						
	2008/2009								
	\$2,542,000	NonState							
5	REMODEL SWING SPACE FOR LIBRAR		Saddleback College						
	2008/2009								
	\$4,126,000	NonState							
6	B-200 SCIENCE LAB ANNEX AND B-23		Irvine Valley College						
5,017	2008/2009		(E)						
	\$5,477,000	NonState		\$334,000					
7	ATEP- DEMOLITION OF SELECTED BU		Irvine Valley College						
	2008/2009								
	\$7,000,000	NonState							
8	REMODEL PE-100		Saddleback College						
	2008/2009		(E)						
	\$578,000	NonState		\$19,000					
9	Learning Resource Center Renovation		Saddleback College						
-3,805	2008/2009								
	\$16,139,000	State							
	\$4,985,000	NonState							
10	REPAIR PLAZA BETWEEN M/S/E AND		Saddleback College						
	2008/2009		(C)						
	\$2,279,000	NonState		\$2,071,000					
11	UPPER QUAD MASTER PLAN IMPLEME		Saddleback College						
	2009/2010		(C)						
	\$1,000,000	NonState		\$900,000					
12	NEW LOOP ROAD AND COLLEGE DRIV		Saddleback College						
	2009/2010		(W) (C)						
	\$2,065,000	NonState		\$81,000	\$1,935,000				
13	BARRANCA ENTRANCE		Irvine Valley College						
	2008/2009		(C)						
	\$832,000	NonState		\$738,000					



Calif. Comm. Colleges

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

6/6/2008

No.	Project	Occupancy	Source	Schedule of Funds						
				2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015
14	ADD/ REMODEL CAMPUS ENTRANCES	2008/2009	Irvine Valley College	(C)						
		\$1,182,000	NonState	\$1,085,000						
15	REMOVAL B-400 & PO-P1 PORTABLES	2009/2010	Irvine Valley College	(C)						
	-4,097	\$500,000	NonState	\$500,000						
16	LIFE SCIENCES BUILDING	2010/2011	Irvine Valley College	(P)(W)	(C)	(E)				
	15,427	\$17,393,000	State	\$1,266,000	\$15,417,000	\$710,000				
		\$1,932,000	NonState	\$151,000	\$1,716,000	\$65,000				
17	SCIENCES BUILDING	2012/2013	Saddleback College	(P)(W)	(C)	(E)				
	16,114	\$36,564,000	State	\$2,777,000	\$32,922,000	\$865,000				
		\$15,670,000	NonState	\$1,190,000	\$14,109,000	\$371,000				
18	REMODEL A-400 FOR CLASSROOM	2012/2013	Irvine Valley College	(P)	(W)	(C)(E)				
		\$2,665,000	NonState	\$78,000	\$117,000	\$2,470,000				
19	ATEP- UTILITIES FOR HANGAR & CHA	2008/2009	Irvine Valley College	(C)(P)(W)						
		\$1,000,000	NonState	\$1,000,000						
20	REMODEL SWING SPACE FOR TAS PR	2009/2010	Saddleback College	(C)(P)(W)						
		\$4,126,000	NonState	\$4,126,000						
21	REPAIR TAS BUILDING	2010/2011	Saddleback College							
		\$5,456,000	NonState							
22	REPAIR & REMODEL M/S/E BUILDING	2013/2014	Saddleback College	(P)	(W)	(C)(E)				
	-7,024	\$23,499,000	State	\$937,000	\$1,234,000	\$21,328,000				
		\$6,628,000	NonState	\$264,000	\$348,000	\$6,016,000				
23	TENNIS COURTS RELOCATION AND E	2012/2013	Saddleback College	(P)(W)	(C)					
		\$2,900,000	NonState	\$300,000	\$2,600,000					
24	FINE ARTS BUILDING & SECONDARY	2012/2013	Irvine Valley College	(P)(W)	(C)	(E)				
	30,546	\$17,629,000	State	\$1,603,000	\$15,109,000	\$917,000				
		\$7,555,000	NonState	\$687,000	\$6,475,000	\$393,000				
25	A-100 REMODEL & Library Annex	2013/2014	Irvine Valley College		(P)(W)	(C)(E)				
	12,000	\$9,333,000	State		\$623,000	\$8,710,000				
		\$1,040,000	NonState		\$70,000	\$970,000				
26	A-200 MODERNIZATION/ REMODEL	2013/2014	Irvine Valley College		(P)(W)	(C)				
		\$3,120,000	NonState		\$238,000	\$2,882,000				

Calif. Comm. Colleges

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

6/6/2008

No.	Project	Occupancy	Source	Schedule of Funds						
				2008/2009	2009/2010	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015
27	REMODEL A-300 FOR CLASSROOMS		Irvine Valley College							
	ASF	Total Cost								
		2014/2015					(P)(W)	(C)	(E)	
		\$3,196,000	NonState				\$223,000	\$2,824,000	\$149,000	
28	NEW TRANSPORTATION BUILDING A		Saddleback College							
	3,776	2011/2012		(P)(W)		(C)(E)				
		\$4,937,000	NonState	\$375,000		\$4,562,000				
29	FINE ARTS ADDITION AND AMPHITHE		Saddleback College							
	10,893	2013/2014					(P)(W)		(C)(E)	
		\$11,831,000	State				\$935,000		\$10,896,000	
		\$4,300,000	NonState				\$127,000		\$4,173,000	
30	A&R/ COUNSELING/ MATRICULATION/		Saddleback College							
	42,155	2015/2016						(P)(W)	(C)	(E)
		\$23,148,000	State					\$1,573,000	\$20,628,000	\$947,000
		\$4,330,000	NonState					\$300,000	\$3,930,000	\$100,000
31	STUDENT SERVICES ANNEX		Irvine Valley College							
	6,500	2015/2016						(P)(W)	(C)	
		\$5,275,000	NonState					\$347,000	\$4,660,000	
32	STUDENT SERVICES SECONDARY EFF		Irvine Valley College							
		2016/2017								(P)(W)
		\$7,661,000	NonState							\$450,000
33	RENOVATE MCKINNEY THEATER		Saddleback College							
		2017/2018								
		\$7,921,000	NonState							
34	COMPLETE BASEBALL STADIUM		Irvine Valley College							
		2016/2017								(P)(W)
		\$3,000,000	NonState							\$300,000

**FACILITIES REPORT**  
**June 24, 2008**

EXHIBIT B  
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Priority	CAMPUS/ PROJECT	TOTAL COST	STATE FUNDS	LOCAL FUNDS	START	END	NOTES
1	IVC Performing Arts Center	\$33,613,000	\$14,472,000	\$19,141,000	1/3/2006	7/30/2007	Substantially completed by 6/30/07. Closing out final furnishings and warranty issues.
2	IVC Business & Innovation Technology Center	\$22,744,000	\$12,475,000	\$10,269,000	12/12/2006	7/15/2008	Substantial completion anticipated early July 2008. Furnishings and equipment ordering underway.
3	IVC Theater Secondary Effects: Remodel A-300 & Remove Music Portables	\$2,484,000	\$0	\$2,484,000	9/1/2008	5/30/2009	Construction is scheduled to begin September 2008. Anticipated construction completion date is 5/30/09
4	SC McKinney Theater Restroom Addition	\$2,542,000	\$0	\$2,542,000	6/20/2008	2/28/2009	Plans submitted to DSA on 4/11/07. Bidding anticipated in Nov/ Dec 07. Construction completion anticipated by the end of September 2008.
5	SC Remodel Swing Space for Library Renovation	\$4,126,000	\$0	\$4,126,000	7/1/2008	12/30/2008	After DSA approval, this project will be advertised for bid.
6	IVC B-200 Science Lab Annex & B-239 Conversion	\$6,980,000	\$0	\$6,980,000	8/1/2008	8/1/2009	Initial DSA review determined the need for accessible toilets. DSA is performing review of documents with this addition. After DSA approval this project will be advertised for bid.
7	ATEP Demolition of Selected Buildings	\$7,000,000	\$0	\$7,000,000			A request for funding was approved at the 6/25/07 Board meeting. Haz Mat survey will start 7/1/08.
8	SC Remodel PE 100 for Class Lab	\$624,000	\$0	\$624,000	9/1/2008	12/30/2008	This project will remodel part of the PE locker rooms to relocate the Gaucho strength center.
8	SC Learning Resource Center Renovation (James B. Utt Library)	\$20,800,000	\$16,139,000	\$4,800,000	1/1/2009	8/30/2010	The State Chancellor's Office has authorized the District to proceed with the bid/award phase. Construction is anticipated to start in January 2009 and be completed in 2010.
10	SC Repair Plaza Between M/S/E and Library	\$2,300,000	\$0	\$2,300,000	12/1/2008	6/1/2009	The plaza between the M/S/E building and the Library is cracking due to expansive soils. Slab failure has allowed water penetration into the M/S/E building. Removal and replacement will follow the recommendations of the soils engineer. Design contracts are under negotiation.
11	SC Upper Quad Master Plan & Demolition of SA Building	\$1,000,000	\$0	\$1,000,000	10/1/2008	8/1/2009	RJM Design will master plan the upper quad to address the removal of the SA and CC buildings. After ITC and Photography have moved, the SA building will be demolished. The CC will be demolished after completion of the Library renovation.

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# FACILITIES REPORT

June 24, 2008

EXHIBIT B

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12	SC	New Loop Road and College Drive Improvements	\$2,100,000	\$0	\$2,100,000	12/1/2008	2/1/2010	Several consecutive Master Plans call for moving a portion of the existing loop road to the eastern edge of the campus to improve the safety of the pedestrian traffic between the upper campus and current and future parking lots. If preliminary design starts in 2008, it can be completed by mid 2010.
13	IVC	Barranca Entrance	\$830,000	\$0	\$830,000	12/1/2008	12/1/2009	This project has been delayed due to discussions regarding a proposed RV Storage project in the Edison easement. If it is decided to proceed separately from the RV project, there will be a need to acquire an easement from Edison. If the easement process starts in the Winter of 2008 and construction documents are developed concurrently, construction could start in Spring, 2009, and be completed by the end of 2009.
14	IVC	Add/Remodel Campus Entrances/ Relocate Bus Stop	\$1,182,000	\$0	\$1,182,000	12/1/2008	10/1/2009	This project is included in the Board approved master plan; will remodel the existing entrance on Irvine Center Dr., add a new entrance close to the Child Development Center; and relocate the bus stop.
15	IVC	Removal B-400 and Other Portables	\$500,000	\$0	\$500,000	1/1/2009	1/30/2010	These temporary structures must be removed to allow for construction of the Life Sciences Building
16	IVC	Life Sciences Building	\$24,628,000	\$17,160,000	\$7,468,000	10/1/2008	3/30/2012	If state funding is approved, preliminary plans will start in the Winter of 2008 and the project could be completed by the early 2012. The amount shown here was calculated by escalating state guidelines to mid-point of construction.
17	SC	Sciences Building	\$39,563,000	\$27,693,000	\$11,870,000	9/1/2009	3/1/2013	The FPP for this project was submitted on 7/1/07 for funding in 2009/10. If approved, preliminary plans will start in the Fall of 2009 and the project could be completed in early 2013. The amount shown here was calculated escalating state guidelines to mid point of construction.
18	IVC	Remodel A-400 for Classrooms	\$2,665,000	\$0	\$2,665,000	2/1/2010	3/30/2011	After completion of the Life Sciences project, the A-400 building will be renovated to house Humanities programs and general classrooms. The existing biology labs will become lecture space and lab preparation rooms will be converted into offices.
19	ATEP	Utilities for Hangar and Chapel Buildings	\$1,000,000	\$0	\$1,000,000	1/1/2008	6/30/2009	While most buildings at ATEP will be demolished, the existing hangar and the chapel are proposed to remain. The first step towards renovation will be to provide utilities.

**FACILITIES REPORT**  
**June 24, 2008**

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20	SC	Remodel Swing Space for TAS Renovation	\$4,126,000	\$0	\$4,126,000	6/1/2009	7/1/2010	After the Library project is completed, the Village will be remodeled as swing space for the repair and remodel of the TAS building.
21	SC	Repair TAS Building	\$5,456,000	\$0	\$5,456,000	5/1/2010	6/1/2011	Drawings have been approved by DSA. Construction will start after the Library remodel is completed and the Village remodel to accommodate TAS occupants.
22	SC	Repair & Remodel M/S/E Building	\$22,500,000	\$18,000,000	\$4,500,000	9/1/2010	5/30/2014	After completion of the Sciences building, all sciences labs will move to the new facility and the M/S/E will be repaired and remodeled for other uses. The amount shown here was calculated by escalating state guidelines to mid-point of construction.
23	SC	Tennis Court Relocation	\$3,100,000	\$0	\$3,100,000	1/1/2010	7/30/2012	Several consecutive Master Plans call for the relocation of the tennis courts to the lower campus and developing parking in the vacated area.
24	IVC	Fine Arts Building	\$38,229,000	\$28,305,000	\$9,924,000	9/1/2010	8/30/2013	This project is designed to accomodate the visual arts, music, and dance programs. To date, these programs were offered in multi-use, general education, or rented space. This project will provide dedicated space for these programs. The amount shown here was calculated by escalating state guidelines to mid-point of construction.
25	IVC	Remodel A-100 and Library Annex	\$10,373,000	\$9,333,000	\$1,040,000	8/1/2011	8/30/2014	This project will add needed space to the existing LRC and provide office space for the college administrative offices which will move from the A-100 building. The space vacated in A-100 will be renovated for classrooms.
26	IVC	A-200 Building Modernization/ Remodel	\$3,120,000	\$0	\$3,120,000	8/1/2009	12/30/2010	This is a modernization project. The entire building will be renovated for uses similar to the existing (classroom and offices)
27	IVC	Remodel A-300 for Classrooms	\$3,196,000	\$0	\$3,196,000	2/1/2012	12/30/2013	After the Fine Arts building is completed, Music and Arts class labs will be relocated to the new facility and building A-300 will be renovated for classrooms.
28	SC	New Transportation Building and Demolition of Buildings K, T, U and V.	\$4,937,000	\$0	\$4,937,000	4/1/2010	1/30/2012	To allow for development of athletic fieds and to provide adequate facilities, the transportation and grounds departments will move to a new facility. Existing buildings T, U and V will be demolished. At the same time building K will also be demolished.

**FACILITIES REPORT**  
**June 24, 2008**

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29	SC	Fine Arts Addition and Amphitheater	\$16,131,000	\$11,831,000	\$4,300,000	2/1/2009	4/30/2015	The Master Plan anticipated growth the the Fine Arts division. This building will provide new Visual Arts class labs and division offices as well as a locally funded amphitheater. Existing vacated space will be renovated for use as Music labs, Mac computer lab, Theater class labs, and faculty offices. Cost estimate is based on state guidelines.
30	SC	A&R/ Counseling/ Matriculation/ Bursar Building with Classrooms	\$27,478,000	\$23,148,000	\$4,330,000	8/1/2012	6/30/2016	The Master Plan includes this building that will serve as a gateway to the campus and provide student services at a readily accessible location. Additionally, 13,000+ sf of classroom will be provided. Cost estimate is based on state guidelines.
31	IVC	Student Services Center Addition	\$5,274,000	\$0	\$5,274,000	8/1/2012	8/30/2015	This project will relocate the cafeteria to a new location adjacent to a new plaza to the south east of the SSC. The SSC floors will be repaired and the space vacated will be dedicated to expanded student services. Since cafeteria space is non-state supportable, this project will have to be locally funded. Cost estimate is based on state guidelines.

**PROJECT PRIORITIES  
FROM 2006 FACILITIES MASTER PLAN  
JUNE 24, 2008**

**SADDLEBACK COLLEGE**

- ~~1. New lower campus modulars (underway)~~
2. TAS Bldg. Slab/Renovation
- ~~3. BGS Building Secondary Effects~~  
Enlarge 2 Classrooms to 100 plus capacity;  
Enlarge Computer Lab Area  
Relocate 2 Classrooms and 3 Offices to Portables near CDC  
Consolidate Soc. & Behavioral Science Classrooms & Offices to BGS
4. Library/LRC Renovation
5. Remove SA & CC Buildings and Renovate Quad
6. Performing Arts Restrooms
7. Renovate Locker Rooms to Classrooms (PE 100)
8. Loop Road Reroute and College Drive RH Turn Widening  
College Drive RH Turn Widening
9. New Transportation Building and demo old Transportation and Building "K"  
Demo old Transportation and Building "K"
10. Close off old College Drive East and provide sidewalk to portables
11. New Science Building/Demo and Build New Tennis Courts  
Build New Tennis Courts  
Library Road Relocation & Building Demolition
12. MSE Bldg.-Slab/Renovation and Façade Removal  
Façade Removal
13. PE Gym and Central Plant Façade Removal/Repair
14. New Fine Arts Building/Gallery/Amphitheater/Site and Secondary Effects  
Fine Arts Road Reconfiguration
15. New Admissions/Records/Counseling/Matriculation/Bursars Bldg. w/Classrooms
16. Student Services Secondary effects
17. Renovate McKinney Theater
18. Relocate Lower Campus Portables
19. Football Stadium Visitor Seating/Artificial Turf
20. New Soccer and Practice Field
21. New Soccer Field
22. New Offsite Center – Lease Building (South County)
23. PE 300 Addition
24. Widen Marguerite Parkway Entrance
25. New Parking Structure
26. New Classroom Building, move 1<sup>st</sup> floor Library
27. Additional Surface Parking at Driving Range

**IRVINE VALLEY COLLEGE**

1. A-300 Secondary Effects, Slab Repair and Planter Wall & A500 Demo  
Slab Repair and Planter Wall & A500 Demo
2. Irvine Center Drive Entry Reroute and New Bus Drop off
3. B-200 Lab Science Annex, B239 Lab Conversion and Slab Repair
4. New Joint-Use Soccer Stadium  
New Roads by Soccer Fields
5. New Central Plant
6. New Business Science and Advanced Technology Innovation Center  
Move B-200 Business Science Faculty and Dean  
Move B-300 Computer Labs
7. New Life Sciences Building and Utilities  
Relocate Portables B-400, P0 and P1  
Utilities  
A-400 Move to New Life Science Building
8. A-400 Secondary Effects and Planter Wall  
Planter Wall
9. PE 100 Slab Repair
10. New Fine Arts Building  
Move Arts from A300, A400, B100 Art Gallery and Digital Media Arts,  
A200 Fine Arts Faculty, B200 Photography, Music A200 and A300 to New Fine Arts Bldg.
11. Secondary Effects B100, B200, and A400 Arts
12. New Library/LRC/Administration Annex  
Administration Annex  
SSC/Library Plaza Renovation
13. Renovate remainder of A-Quad: A300, A200 & A100, for Humanities/Language/General Education  
and Bookstore/remove Portables

**ADVANCED TECHNOLOGY AND EDUCATION PARK (ATEP)**

- ~~1. New Portable Classroom and Administration Buildings~~
2. Renovate existing MCX and Chapel Buildings
3. Demolition of 19 existing buildings and infrastructure
4. New utility backbone and improvement
5. Renovate existing Hangar building
6. New Conference Center and Parking Lot, Landsdown Rd. and Valencia lighting
7. Parking Lots



**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** ATEP: Submittal of Long Range Plan to the City of Tustin  
**ACTION:** Review and Study

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### **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 a long range academic and facilities plans for the SOCCCD to demonstrate financial and management plans to implement the requirements of the MCAS Tustin Reuse Plan/Specific Plan.

At the April 2008 and May 2008 board meetings the preliminary Long Range Plan was presented to the Board of Trustees for information.

Exhibit A is the Long Range Plan that will be submitted to the City of Tustin for review and comment. Following that input from the City the plan will again be revised, if appropriate, and then submitted to the Board for approval.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees accept for review and study the Long Range Plan (EXHIBIT A) and authorize the submittal of the Long Range Plan to the City of Tustin.

6/24/2008

**Agenda Item 6.4**

**Exhibit A**

**Preliminary Draft of:**

**Long Range Academic and Facilities Plan  
and  
Long Range Academic Plan Volumes I, II and III**

**are included separately with the Agenda**

**TO:** Board of Trustees

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

**RE:** Irvine Valley College: B200 Science Lab Annex and B239 Remodel,  
A300 Theater Secondary Effects Renovation: Hire Construction  
Management Firm

**ACTION:** Approval

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### **BACKGROUND**

On May 26, 2006, the Board approved funding from basic aid for the B200 Science Lab Annex and B239 Remodel. On September 25, 2006, the Board approved funding from basic aid for the A300 Theater Secondary Effects Renovation. Bidding will follow the DSA approval of the plans which is anticipated this month, June 2008.

### **STATUS**

On April 17, 2008, twenty six (26) firms attended a pre-proposal conference for Construction Management (CM) services. On April 30, 2008, thirteen (13) firms responded with proposals for the CM services pool. Each proposal also included proposals for the two upcoming Irvine Valley College projects to be managed as one. The selection committee, representing both colleges and the district, evaluated the proposals and recommends gkkworks of Irvine, CA be put under contract (Exhibit A) for the B200 Science Lab Annex and Renovation and A300 Theater Secondary Effects Renovation for a not to exceed price of \$735,460.

Funds are available in the approved project budget.

### **RECOMMENDATION**

The Chancellor recommends that the Board of Trustees approve an agreement (Exhibit A) with gkkworks, for construction management of the Irvine Valley College B200 Science Lab Annex and Renovation and A300 Theater Secondary Effects Renovation projects in an amount not to exceed Seven Hundred Thirty Five Thousand Four Hundred and Sixty Dollars (\$735,460).

## CONSTRUCTION MANAGEMENT SERVICES AGREEMENT

THIS AGREEMENT is hereby entered into this \_\_\_\_ day of \_\_\_\_\_, 200\_, by and between the **South Orange County Community College District**, hereinafter referred to as "DISTRICT," and \_\_\_\_\_, Taxpayer I.D. No. \_\_\_\_\_, \_\_\_\_\_, California, \_\_\_\_\_, hereinafter referred to as "CM."

WHEREAS, DISTRICT is authorized by Section 53060 of the California Government Code to contract with and employ any persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal or administrative matters, if such persons are specially trained and experienced and competent to perform the special services required; and

WHEREAS, DISTRICT is in need of such special services and advice; and

WHEREAS, CM is specially trained and experienced and competent to perform the special services required by the DISTRICT, and such services are needed on a limited basis;

NOW, THEREFORE, the parties agree as follows:

### AGREEMENT

#### ARTICLE 1: BASIC SERVICES

- 1.1 Phases of Basic Services. The CM shall provide and perform the Basic Services for the

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Project at \_\_\_\_\_ College Bid No. \_\_\_\_\_, (hereinafter referred to as "Project") as more particularly described in this Agreement. The Basic Services shall be performed and completed in a series of sequential phases, generally described as: Pre-Construction, Construction and Post-Construction. The scope of the CM's Basic Services and obligations during each phase of the Basic Services shall be as set forth herein.

- 1.2 Relationship of CM to Other Project Participants. CM's Basic Services hereunder shall be provided in conjunction with contracts between the DISTRICT and: (a) the Architect; (b) the Contractor; (c) the Inspector; (d) Test/Inspection Service Providers; and (e) others providing services in connection with bidding and/or construction of the Project. The Architect is responsible for the adequacy and sufficiency of the Project design and the contents of Design Documents for the Project. The Architect shall perform its duties in accordance with its contract(s) with the DISTRICT. Except as expressly set forth herein, neither this Agreement, nor CM's rendition of Basic Services hereunder shall be deemed CM's assumption of responsibility for the adequacy or sufficiency of the Project design or the Design Documents for the Project, which are and remain that of the Architect. In



accordance with the scope of Basic Services described herein, the CM shall be responsible for assisting the DISTRICT in the identification, selection and retention of the Inspector and Test/Inspection Service Providers and generally coordinating the services of the Inspector and Test/Inspection Service Providers during the Construction Phase. The CM is not responsible for the completeness or accuracy of the work product or services provided by the Inspector or Test/Inspection Service Providers.

- 1.3 CM Standard of Care. CM shall provide the Basic Services and authorized Additional Services using its best professional skill and judgment, acting with due care and in accordance with professional standards of care, the terms of this Agreement, and all applicable laws, codes, rules, regulations or ordinances. CM's Basic Services shall be provided and completed promptly and in such a manner as to avoid hindrance, interruption, or delay to the orderly progress and timely completion of Project. CM's Basic Services shall be provided by \_\_\_\_\_, CM Project Manager \_\_\_\_\_ and CM Field Superintendent \_\_\_\_\_.

## **ARTICLE 2: DISTRICT RESPONSIBILITIES.**

- 2.1 DISTRICT Information. The DISTRICT shall provide information regarding the Project, including the DISTRICT's objectives, schedule requirements, and other constraints and requirements which may affect the Project Budget, time for completion of Project Construction, or Project scope. The DISTRICT shall provide the CM with the Project Construction Budget for review and acceptance by the CM. At the written request of the CM, District shall provide CM copies of any documents related to the Project.
- 2.2 DISTRICT Representative. The DISTRICT shall designate a representative to act on the DISTRICT's behalf with respect to the Project and who shall be authorized to render decisions on behalf of the DISTRICT and to carry out the DISTRICT's responsibilities under this Agreement, all of which shall be discharged or performed in a manner so as to avoid unreasonable delay in the orderly and sequential progress of the CM's performance of the Basic Services and other obligations hereunder. Unless modified by written notice by the DISTRICT to the CM, the DISTRICT Representative is:

**Walt Rice, Assistant Director of Facilities Planning**

- 2.3 Tests/Inspections. The DISTRICT shall: (a) retain an Inspector ("Inspector") to provide construction observations and inspections as required by applicable laws, codes, rules, regulations, or ordinances; and (b) retain Test/Inspection Service Providers to conduct Construction Phase tests/inspections of materials/equipment forming a part of the Project as required by applicable laws, codes, rules, regulations, or ordinances. The foregoing notwithstanding, the Basic Services of the CM include assistance to the DISTRICT in identifying, selecting, and retaining the Inspector and Test/Inspection Service Providers.



- 2.4 DISTRICT Consultants. Except to the extent of design consultants retained by the Architect, other consultants required or desired by the DISTRICT in connection with the Project shall be retained and paid for by the DISTRICT. Such other consultants include, but may not be limited to, legal counsel, insurance/surety consultants, audio-visual equipment/ installation consultants, and hazardous material assessment & abatement consultants.

### ARTICLE 3: BASIC SERVICES: PRE-CONSTRUCTION PHASE

- 3.1 Project Bidding and Construction Strategy. The CM shall, in conjunction with the DISTRICT, review the Design Documents. The objective of the review is to confirm constructability and for the development of an overall strategy for bidding and constructing the Project. The CM shall conduct such interviews and participate in meetings and conferences with the Architect, DISTRICT staff, and others as necessary to develop a bidding and construction strategy consistent with the objectives for the Project. Upon completion of these services and prior to commencing any other Basic Services under this Agreement, the CM shall submit its written bidding/construction strategy to the DISTRICT for review and acceptance, which shall include any phasing necessary and identify Project staging strategies. The CM shall modify its written Project bidding/construction strategy as necessary to obtain mutual acceptance of the strategy by the DISTRICT and the CM.
- 3.2 Review of Design Documents. The CM, including the CM's Project Manager and Field Superintendent for Project construction, shall review the Design Documents completed by the Architect to attain a complete understanding of the design and scope of the Project.
- 3.2.1 Value Engineering. The CM's review of the Design Documents shall include value engineering analysis. If, upon completing its review of the Design Documents, the CM believes that in the Design Documents construction processes/procedures, specified materials/equipment or other aspects of the Design Documents can be modified to reduce Construction Costs and/or the time for achieving Final Completion of the Project and/or to extend life-cycle and/or to reduce maintenance/operations costs, without diminution in the quality of materials/equipment/workmanship, scope or intended purposes of the Project, the CM shall identify the same and recommend modifications to the Design Documents in writing to the DISTRICT for review. The DISTRICT shall have the sole and exclusive discretion to incorporate some, all or none of the CM's recommendations. If the DISTRICT accepts any of the CM's recommendations relative to modification(s) to the Design Documents, the CM shall review the Design Documents as modified by the Architect for confirmation that the DISTRICT accepted modifications to the Design Documents are incorporated into the Design Documents issued by the DISTRICT for bidding by the Contractor.
- 3.2.2 Constructability Review. The CM shall review the Design Documents to ascertain whether the Project, as depicted in the Design Documents are accurate



and complete and that Contractor can construct the Project as depicted in the Design Documents. The scope of the CM's constructability reviews shall include, without limitation, (a) confirmation that requirements noted in the drawings and specifications are consistent and in conformity with DISTRICT requirements for the Project and (b) that the work product of the Architect and its design consultants have been coordinated and are consistent. CM's constructability review and recommendation(s) shall be provided in a written report to the District.

3.2.2.1 Limitation on the CM's Constructability Review. In conducting a constructability review of the Design Documents, the CM shall not be responsible for providing nor will the CM have control over the Project design, design requirements, design criteria, or the substance or contents of the Design Documents. By performing constructability reviews and making recommendations described herein, the CM shall not be acting in a manner so as to assume responsibility or liability, in whole or in part, for any aspect of the Project design, design requirements, design criteria, or the substance or contents of the Design Documents. The CM's constructability reviews and recommendations as provided herein are to be advisory only to the DISTRICT and the Architect.

3.2.3 Development of Construction Documents. Based upon its review of the Design Documents (including any DISTRICT accepted recommendations of the CM relating to modification(s) to the Design Documents) and in consultation with the DISTRICT and the Architect, the CM shall develop construction documents suitable for bidding. The construction documents developed by the CM shall be submitted to the DISTRICT for review and acceptance. The CM shall modify the construction documents as necessary to obtain mutual acceptance by the DISTRICT and the CM. The CM shall be responsible for incorporating and identifying all work, labor, materials and services required so that the Project, as constructed, is as depicted in the Design Documents.

3.3 Master Construction Schedule. The CM shall develop and submit to the DISTRICT for review and acceptance a Master Construction Schedule which shall reflect all of the work necessary to complete Project construction. The Master Construction Schedule shall be prepared with the most recent edition of commercially available software designed specifically for the scheduling of construction projects and which utilizes the critical path method of scheduling. The CM's use of scheduling software other than Microsoft Project 98, Microsoft Project 2000, Primavera SureTrak Project or Primavera Project Planner will require written approval of the DISTRICT which may be granted, withheld or conditioned in the sole discretion of the DISTRICT. The Master Construction Schedule shall indicate the start/finish dates for the principal activities necessary to complete Project construction. The CM shall sequence, schedule and coordinate the Master Construction Schedule in a logical, reasonable and orderly manner so that Project construction is completed within the Construction Budget and within the time established



by the DISTRICT. If the DISTRICT's requirements for the Project include phasing elements of Project construction, the DISTRICT's phasing requirements shall be set forth in the Master Construction Schedule. The CM acknowledges that the Master Construction Schedule prepared by the CM will be relied upon during the review of the Contractor's schedule submittal to arrive at the Master Construction Schedule.

- 3.4 Construction Budget; CM Estimate of Construction Costs. The CM shall review the DISTRICT's Construction Budget for the Project and Construction Cost Estimates prepared by others for the Project as depicted in Design Documents as of the date of this Agreement. Based upon such reviews, the CM shall prepare the Construction Cost Estimates for the Project depicted in such Design Documents. The Construction Cost Estimates shall be based upon the then current market conditions and shall include a construction cost contingency equal to ten percent (10%) of the Construction Cost Estimates. If the Construction Cost Estimates exceed the Construction Budget by ten percent (10%) or greater, the CM shall make written recommendations to the DISTRICT to reduce the Construction Cost Estimates to conform with the Construction Budget. If the Construction Cost Estimates are less than the Construction Budget by ten percent (10%) or more, the CM shall make written recommendations to the DISTRICT for items to incorporate into the Project to conform the Construction Cost Estimates with the Construction Budget.

3.4.1 CM's Best Judgment. Evaluations of the DISTRICT's Project Budget, preliminary estimates of Construction Costs and detailed estimates of construction costs prepared by the CM represent the CM's best judgment as a person or entity familiar with the construction industry. It is recognized, however, that neither the CM nor the DISTRICT has control over the cost of labor, materials or equipment, over Contractor's methods of determining bid prices, or over competitive bidding, market or negotiating conditions. Accordingly, the CM cannot and does not warrant or represent that bids or negotiated prices will not vary from the Project budget proposed, established or approved by the DISTRICT, or from any cost estimate or evaluation prepared by the CM.

- 3.5 Review and Assembly of Project Bid Documents. The CM shall review and provide written recommendations and modifications to the DISTRICT's standard forms of bid and contract documents for the Project. The CM shall assist the DISTRICT in assembly of bid and contract documents for the Project.
- 3.6 Authority to Bid. The CM shall review all approvals obtained by or on behalf of the DISTRICT relating to authority of the DISTRICT to engage in bidding construction of the Project. . If there are limitations to the DISTRICT's authority to bid the Project, the CM shall advise the DISTRICT in writing of the same and assist the DISTRICT in removing such limitations.



- 3.7.5 Opening/Reading of Bid Proposals. The CM shall assist the DISTRICT in the public opening and reading of bid proposals. Upon completing the public opening and reading of bid proposals, the CM shall summarize the results of bidding for the District in the format required by the District.
- 3.7.6 Review of Bid Proposals; Recommendations for Award of Contract. The CM shall review submitted bid proposals to determine: (a) whether the bid proposal is responsive to material bidding requirements; (b) whether the contractor submitting the bid proposal is a responsible bidder; and (c) the lowest price proposed for the Project. The CM shall make written recommendations to the DISTRICT regarding: (a) rejection of a bid proposal for non-responsiveness to material bidding requirements; (b) rejection of a bid proposal based upon the "non-responsibility" of the contractor; (c) rejection of a bid proposal for any other reason; (d) rejection of all bid proposals; and (e) award of the Contract and to the extent that the bidding for the Contract included Alternate Bid Items, written recommendations for the Alternate Bid Items, if any, to be included in the scope of the Contract. The CM is not authorized to award the Contract. Award of the Contract shall only be by action of the DISTRICT's Board of Trustees.

#### **ARTICLE 4: BASIC SERVICES: CONSTRUCTION PHASE**

- 4.1 Administration and Coordination of the Contract and Construction. CM will provide administrative, management, and related services necessary to administer the Project and to coordinate the work of the Contractor during the Construction Phase of the Project including but not limited to: (a) receive, review for compliance with Project bid documents and forward to the DISTRICT and the Architect, the Contractor's Certificates of Insurance and Bonds; (b) advise and recommend to the DISTRICT whether to issue the Notice to Proceed directing commencement of work on the Project; (c) schedule, coordinate and conduct pre-construction and construction meetings; (d) record, maintain and distribute minutes of pre-construction and construction meetings; (e) in consultation with the Architect, develop and implement procedures for the receipt and processing of Submittals; (f) in consultation with the DISTRICT and the Architect, develop and implement procedures for the handling and disposition of the Contractor's requests for information or clarifications; (g) establish and implement procedures for the transmittal and receipt of communications, drawings and other information between CM, Architect and the Contractor relating to Project construction; (h) assist the DISTRICT in the identification, selection and retention of Test/Inspection Service Providers and the Inspector; (i) coordinate activities of the Contractor Inspector and Test/Inspection Service Providers; and (j) allocate Site staging and storage areas.
- 4.2 Monitoring of Construction Costs. CM will monitor on-going Construction Costs and advise the DISTRICT of the financial condition of the Project by: (a) development of Project financial reports to the DISTRICT, including those reflecting variations between actual Construction Costs and the Construction Budget and estimated costs of unperformed Project activities; (b) maintaining records reflecting the actual costs for



activities completed or in progress, including records relating to work performed on a unit costs basis and additional work performed by the Contractor; (c) monitoring and advising the DISTRICT of costs pertaining to potential, pending and completed changes to the work of the Contractor; and (d) advising and making written recommendations to the DISTRICT for adjustments to the Construction Budget relative to actual or anticipated Construction Costs. The CM shall prepare and submit cost reports to the DISTRICT on a monthly basis. The extent of detail and the nature of the format of such reports, the information compiled by the CM and reports generated by the CM shall specifically indicate the original amount of the Contract, the extent of adjustment to the Contract by DISTRICT approved Change Orders and the extent of potential further adjustment of the Contract as of the date of the CM's report based upon potential changes known at the time of the CM's preparation of the cost report. The format for such reports must be pre-approved in writing by the DISTRICT.

- 4.3 Applications for Progress Payments. CM will participate in the review of progress payments to the Contractor and in consultation with the DISTRICT and the Architect, make written recommendations for the disbursement of progress payments to the Contractor as follows: (a) CM will assist in the development of procedures for submittal, review, processing, and disbursement of progress payments to Contractor, along with associated forms and reporting systems; (b) based upon CM's observations and evaluations of each application for progress payment, CM will review and certify to the DISTRICT the amount due on each such application for progress payment and CM's written certifications constitute a representation to the DISTRICT that, based on CM's observations and evaluations at the Site, the data in the application for progress payment accurately reflects that the work has progressed to the point indicated in the application for progress payment and the quality of the work is in accordance with the Contract for the Project; and (c) CM's representations relative to each application for progress payment are subject to an evaluation of the work for conformity with the requirements of the Contract for the Substantial Completion of the Project, results of subsequent tests, inspections and other procedures, minor deviations correctable prior to completion and any specific qualifications expressed by CM. CM's acceptance of an application for progress payment pursuant to the preceding shall be a representation that the Contractor is entitled to payment in the amount so certified. The CM's review of each application for progress payment shall be undertaken and completed within one week of receipt by CM so that the DISTRICT can meet its obligations to make progress payment due the Contractor within the time permitted by applicable law without incurring interest liability or other penalties/liabilities.
- 4.4 Substantial Completion; Punchlist. In consultation with the Architect and the DISTRICT, the CM will assist in ascertaining the achievement of Substantial Completion of the Project. If upon inspection of the work of the Contractor, the CM determines that Substantial Completion has not been achieved, the CM will assist the Architect in noting the conditions of the work and the measures necessary for the Contractor to achieve Substantial Completion of Project construction. Upon the Contractor achieving Substantial Completion, the CM will participate with the DISTRICT and the Architect to



inspect the work completed by the Contractor to note punchlist items to be completed by the Contractor as a condition to achieving Final Completion of the Project.

4.5 Project Progress.

4.5.1 Master Construction Schedule. During the Pre Construction Phase, CM will, in consultation with the DISTRICT, develop an overall comprehensive Master Construction Schedule for construction of the Project showing the activities of the Contractor necessary for completion of Project construction. CM shall monitor the Master Construction Schedule on a monthly basis so that the DISTRICT is kept fully informed at all times of the status and progress of overall Project construction and status of the Contractor's construction progress. Where the actual rate of Project construction progress is behind that indicated by the Master Construction Schedule, CM shall advise and make written recommendation to the DISTRICT for remedial action.

4.5.2 Coordination of Construction Activities. CM shall coordinate the activities of the Contractor with those of the CM, the Architect, Inspector, Test/Inspection Service Providers and the DISTRICT in conformity with the Master Construction Schedule, including the coordination and sequencing of Contractor's construction activities so that Site space is appropriately allocated and the Master Construction Schedule is maintained. A material obligation of the CM under this Agreement is the coordination of the activities of the Contractor in a manner so that Project construction is completed in accordance with the Master Construction Schedule and within the Construction Budget.

4.5.3 Progress Reports. CM will maintain records of the progress of Project construction, including written progress reports and photographs reflecting the status of Project construction and percentage completion. All changes will be documented on an "As-Built" set of documents which will record all RFIs, architectural supplement information, substitutions and change orders. The Contractor's field changes (location, material, undocumented changes, etc.) will be incorporated monthly during the pay application review and reviewed monthly with the DISTRICT. CM will maintain daily reports during Project construction showing weather conditions, the Contractor and their Subcontractors by count, visitors at the Site, work accomplished, problems encountered and other matters materially affecting the Project, completion of the Project or Construction Costs in a format approved by the DISTRICT. CM will provide a monthly progress report including a narrative on the construction progress identifying any critical items and proposed solutions, an on-going chronology of milestone events, a graph with one axis for expenditure and the other for time showing actual in comparison to anticipated, an on-going and updated change order log, a pay request summary including percent complete and a bulleted 30 day look ahead list of upcoming activities. All documents shall be in a format approved by the DISTRICT.



- 4.5.4 Substantial Completion and Final Completion. Upon request of the Contractor, CM will in conjunction with the DISTRICT, Inspector, and the Architect determine that Substantial Completion and Final Completion have been achieved for the Project. Upon determining that Substantial Completion/Final Completion of the Project has been achieved, the CM shall issue Certificates of Substantial Completion and Final Completion, as applicable.

4.6 Site Observations.

- 4.6.1 CM On-Site. At all times during which there are construction activities, CM shall have its management team as identified in Article I Section 1.3 agreed by the DISTRICT, or other authorized representative at the Site to observe Site construction activities and to coordinate the activities of the Contractor. CM shall maintain at the Site the Contract, Drawings, Specifications, approved Change Orders, Submittals, applicable laws, codes, rules, regulations and ordinances and other written or electronic materials relating to the Project.
- 4.6.2 CM and Contractor. With respect to the Contractor's work, the CM shall not have control over or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the work of the Contractor since these are solely the Contractor's responsibility under the Contract. The CM shall not be responsible for a Contractor's failure to carry out the work in accordance with the respective Contract. The CM shall not have control over or charge of acts or omissions of the Contractor, Subcontractors, or their agents or employees, or any other persons performing portions of the work not directly employed by the CM.
- 4.6.3 Construction Quality. The CM will guard the DISTRICT against defects and deficiencies in construction and workmanship on the basis of its Site observations, and CM will be responsible to report observations of any of the above mentioned activities to the DISTRICT. CM will establish and implement a quality control program to monitor the workmanship of the Contractor for conformity with: (a) accepted industry standards; (b) applicable laws, codes, rules, regulations, or ordinances; (c) and the requirements of the Contract.
- 4.6.4 Rejection of Work. Whenever in the ordinary course of discharging its services hereunder, CM shall discover or observe patent conditions of defective or deficient construction or workmanship which has or may have an adverse impact upon building life-safety systems or operations, structural elements or integrity or the safety of persons or property, CM shall take prompt action appropriate under the circumstances, including stopping the work and thereupon notifying the DISTRICT in writing. In other circumstances, where defective or deficient work is observed by CM, the DISTRICT shall be notified in writing by the CM of such conditions and if directed by the DISTRICT, the CM shall stop or reject such

work. CM's responsibilities hereunder shall be limited to defective or deficient work of an apparent and patent nature.

4.6.5 Site Safety.

4.6.5.1 DISTRICT Safety Program. Prior to any Contractor's performance of work at the Site, the CM shall review the DISTRICT's safety program, and meet and confer with the DISTRICT's Directors of Safety and Health to review the DISTRICT's safety program and to address measures to be implemented by the CM to coordinate the safety of the Contractor with the DISTRICT's safety program.

4.6.5.2 Contractor Safety Program. CM shall review the safety program of the Contractor for conformity with the DISTRICT's safety program, requirements of the Contract and applicable law. CM shall monitor the Contractor's compliance with both the District and the Contractor's safety programs and advise the DISTRICT of measures, if any, necessary or appropriate to obtain the Contractor's compliance. The CM is responsible for verifying that the Contractor has established a safety program, that the safety program established by the Contractor is in compliance with applicable law, and that the Contractor has implemented its safety program.

4.6.5.3 Safety Violations; Safety Conditions. The CM shall promptly notify the DISTRICT in writing of all CM observed instances of a Contractor's failure to comply with applicable safety requirements. In the event of a safety violation or other unsafe conditions on or about the Project Site which have an immediate potential or actual adverse effect on life or property, the CM is authorized, without prior notice or prior directive of the DISTRICT, to take all actions deemed necessary and appropriate by the CM under then existing circumstances to prevent such actual or potential adverse effect.

4.6.5.4 Site General Conditions. At all times during construction activities at the Site, the CM shall provide or cause to be provided the items of personal property and services identified in Exhibit "B" (General Conditions Items/Services) attached to this Agreement. The items and services identified in Exhibit "B" are services included in the CMs' compensation for Basic Services set forth in Article 7.



4.7. Changes and Claims.

- 4.7.1 Coordination of Changes. CM will coordinate and disseminate correspondence, drawings and other written materials by and between the Contractor, the District, Inspector, Test/Inspection Service Providers and the Architect relating to changes to the Contract. CM will coordinate the Contractor's performance of changes authorized by the DISTRICT. CM will maintain a log or other written records in a format previously approved by the DISTRICT to monitor the disposition of changes and Change Orders to keep the DISTRICT advised of the status of the same and the actual or potential impact of any particular change or Change Order or the cumulative effects thereof on Construction Costs or time for completion of Project construction.
- 4.7.2 Processing of Changes and Change Orders. CM will assist the DISTRICT and the Architect in evaluation of requests by Contractor for issuance of Change Orders, assist in negotiations with Contractor relative to Change Orders proposals and the adjustment of Contract price or Contract time. CM will make written recommendations to the DISTRICT and the Architect for handling and disposition of the Contractor's proposals relative to Change Orders. If a change to the Contract is approved or authorized by the DISTRICT, CM will assist the DISTRICT and the Architect in the preparation of a Change Order reflecting such approved or authorized change to the Contract. The CM is not authorized, without the prior written consent and approval of the DISTRICT, to effectuate or authorize any change to the Contract. The CM shall be liable to the DISTRICT for all direct and consequential costs, losses or damages resulting from the CM's direction or authorization to effectuate a change to the Contract without the prior consent and approval of the DISTRICT.
- 4.7.3 Claims Handling. CM will assist the Architect in the review, evaluation and processing of claims asserted by Contractor. CM will make written recommendations to the DISTRICT as to merit, handling, and disposition of Contractor's claims.

**ARTICLE 5: BASIC SERVICES: POST-CONSTRUCTION PHASE**

- 5.1 Review and Transmittal of Contactor Close-Out Documents. The CM shall receive from the Contractor the close-out documents and items to be submitted by the Contractor under the terms of its Contract upon completion of its obligations under the Contract. The CM shall review the Contractor's close-out documents and items to determine conformity with requirements of the Contract. If the CM determines that the Contractor's close-out documents and items are not in conformity with requirements of the Contract, the CM shall make written recommendations to the DISTRICT for measures to secure compliance with the requirements of the Contract. The CM shall deliver to the DISTRICT all of the Contractor's close-out documents and items, except for the



Contractor's as-built drawings which the CM shall transmit to the Architect for preparation of the Record Drawings.

- 5.2 CM Project Records. Within thirty (30) days of the date of issuance of a certificate of Final Completion for the Contract, the CM shall assemble and deliver to the DISTRICT all of the Project records maintained during the Construction Phase by the CM relating to the Project. Notwithstanding any provision of this Agreement to the contrary or any provision of law to the contrary, all documents, work product, whether of a tangible or intangible nature, whether in draft or final form and whether recorded in writing or any other medium, including without limitation, electronic files relating to the Project or this Agreement, are the sole and exclusive property of the DISTRICT.
- 5.3 Contractor's Post-Construction Obligations. If the Contractor is obligated under the terms of its Contract to provide work, labor, materials or services after completion of Project construction, the CM shall monitor Contractor's post-construction activities for conformity with requirements of the Contract. The CM shall make written recommendations, as necessary, for securing Contractor's compliance with post-construction obligations.
- 5.4 Project Reports. The CM shall monitor the filing of DSA reports and other actions required by applicable law, code rule, regulation or ordinance to be undertaken by the Architect, Inspector, Test/Inspection Service Provider, or Contractor upon completion of Project construction. If the Architect, Inspector, Test/Inspection Service Provider, or the Contractor has not filed reports or taken other actions required upon completion of Project construction, the CM shall make written recommendations to the DISTRICT for measures to secure compliance by the Architect, Inspector, Test/Inspection Service Provider, or the Contractor with regard to such requirements. The CM will assist the DISTRICT in completion and submission of reports and other actions required to be undertaken by the DISTRICT upon completion of Project construction pursuant to applicable law, code, rule, regulation, or ordinance or otherwise required to allow the DISTRICT to use/occupy the Project for the purposes intended.

#### ARTICLE 6: ADDITIONAL SERVICES

- 6.1 Additional Services. The services described in this Article 6 are not included in the Basic Services set forth in Articles 3, 4, and 5. If the DISTRICT requests in writing any of the Additional Services described in this Article 6 or any other additional services, CM shall be compensated for the same in accordance with the provisions of the Agreement relating to Additional Services and the amounts indicated in Exhibit "A" CM Compensation: Additional Services. The Board of Trustees of the District must approve an amendment to this Agreement, fully executed, prior to CM performing any Additional Services. The CM shall request payment for Additional Services in a separate line item on the same invoice submitted for Basic Services in a format pre-approved by the DISTRICT.

- 6.2 Description of Additional Services. If Additional Services described below are provided by the CM through no fault or neglect of the CM, CM shall notify the DISTRICT in writing prior to providing any such Additional Services. Unless the DISTRICT notifies CM in writing authorizing the Additional Services, CM shall not proceed to provide such Additional Services. The following constitute Additional Services:
- 6.2.1 Material Project Scope Changes. Services required or necessary as a result of significant changes in the Project scope or other requirements of the Project, including Project size, quality, or complexity or material changes to the Master Construction Schedule.
- 6.2.2. Termination/Default of Architect or Contractor. Services required or necessary as a result of the default or termination of the Architect or the Contractor, failure of performance of the Contractor, or major defects or deficiencies in the work of the Contractor.
- 6.2.3 Damage or Destruction to Project. Except to the extent caused by the CM, services and consultation associated or necessitated by damage or destruction to the Project prior to completion by an act of God, fire or other casualty.
- 6.2.4 Future Systems. Services relative to future systems, facilities or equipment not included within the scope of the Project.
- 6.2.5 Investigation of Existing Conditions. Services to investigate existing conditions or facilities or to provide measured drawings thereof.
- 6.2.6 Furniture, Furnishings, Equipment Not in Project Scope. Services in connection with the DISTRICT's selection, procurement or installation of furniture, furnishing or equipment not included within the scope of the Project.
- 6.3 Compensation for Additional Services. If the duration of CM services is extended, due to the DISTRICT'S need for Additional Services, the CM shall be entitled to additional compensation as set forth in Exhibit A. Escalation may be applied to services performed beyond the duration of the original Contract at a rate negotiated between the DISTRICT and CM. The CM shall provide a written request for such escalation with analysis of anticipated resource expenditure to the DISTRICT in a format pre-approved by the DISTRICT.

## ARTICLE 7: CM COMPENSATION

- 7.1 Basic Services. CM's performance of the Basic Services under this Agreement shall consist of the following lump sum prices:



(a)	Pre-Construction and Bid Phase	\$	XXX
(b)	Construction Phase and Post-Construction Phase (Close Out)	\$	XXX
(c)	Job Site Overhead Costs	\$	XXX

**TOTAL:** \$ XXX

The compensation for Basic Services shall include all personnel, personnel expenses (inclusive of all benefits and burdens), fees, materials, supplies, the personnel and expenses of any sub-consultant or subcontractor to the CM, travel for personnel to and from the Site, travel within the Counties of Los Angeles, Orange, Riverside, San Diego and San Bernardino, insurance and all other overhead/administrative expenses or costs associated with performance of the Basic Services, except for Allowable Reimbursable Expenses described in this Agreement.

**7.2 DISTRICT Payments of CM Compensation.**

**7.2.1 CM Monthly Billing Statements.** CM shall submit monthly detailed billing invoices to the DISTRICT for payment for Basic Services, authorized Additional Services, and Allowable Reimbursable Expenses performed or incurred in the immediately prior month in a format previously approved by the DISTRICT. Allowable Reimbursable Expenses shall be itemized and evidence shall be provided of the cost or value of any Allowable Reimbursable Expense for which payment is requested by CM. Basic Services are to be invoiced in X equal monthly amounts of \$XXX for Pre Construction and Bid Phase and X equal monthly amounts of \$XXX for Construction Phase and Post-Construction Phase (Close-out) and Jobsite Overhead Costs.

**7.2.2 DISTRICT Payment.** Within thirty (30) days of the date of the DISTRICT'S receipt of CM's billing invoices, DISTRICT will make payment to CM of undisputed amounts for Basic Services, authorized Additional Services, and Allowable Reimbursable Expenses. No deductions shall be made or withheld from payments due CM hereunder on account of any penalty, assessment, liquidated damages or other amounts withheld by the DISTRICT from payment to the Architect or the Contractor. The DISTRICT may, however, withhold or deduct from amounts otherwise due CM hereunder if CM shall fail to timely and completely perform material obligations to be performed on its part under this Agreement, with the amounts withheld or deducted being released after CM has fully cured its failure of performance, less costs, damages or losses sustained by the DISTRICT as a result of such failure to timely and completely perform material obligations hereunder.

**ARTICLE 8: ALLOWABLE REIMBURSABLE EXPENSES**

DISTRICT shall not be liable to CM for any costs or expenses paid or incurred by CM in performing services for DISTRICT, except as follows: additional expenses such as, but not

limited to, printing, reproduction, and messenger services or any items not specifically indicated in Exhibit "B". All such Allowable Reimbursable Expenses shall be invoiced monthly.

#### ARTICLE 9: TERM

This Agreement shall be for the term of \_\_\_\_\_ commencing on \_\_\_\_ 20\_\_ and ending on \_\_\_\_ 20\_\_. Services under this Agreement shall be diligently performed by the CM within \_\_\_\_ (XX) months from the commencement date. Any extension to the Agreement shall be mutually agreed to in writing between DISTRICT and CM.

#### ARTICLE 10: TERMINATION

- 10.1 Termination for Convenience. DISTRICT may, at any time, for any reason, upon thirty (30) calendar days advance written notice, terminate this Agreement and compensate CM only for services satisfactorily rendered to the date of termination. Written notice by DISTRICT shall be sufficient to stop further performance of services by CM on the date specified on said notice.
- 10.2 Termination for Cause. DISTRICT may terminate this Agreement upon giving of written notice of intention to terminate for cause. Cause shall include: (a) material violation of this AGREEMENT by the CM; or (b) any act by CM exposing the DISTRICT to liability to others for personal injury or property damage; or CM is adjudged a bankrupt, CM makes a general assignment for the benefit of creditors or a receiver is appointed on account of CM's insolvency. Written notice by DISTRICT shall contain the reasons for such intention to terminate and unless within thirty (30) days after service of such notice the condition or violation shall cease, or satisfactory arrangements for the correction thereof be made, this Agreement shall upon the expiration of the thirty (30) days cease and terminate. In the event of such termination, the DISTRICT may secure the required services from another contractor. If the cost to the DISTRICT exceeds the cost of providing the service pursuant to this Agreement, the excess costs shall be charged to and collected from the CM. The foregoing provisions are in addition to and not a limitation of any other rights or remedies available to DISTRICT. Written notice by DISTRICT shall be deemed given when received by the other party, or no later than three days after the day of mailing, whichever is sooner.

#### ARTICLE 11: INSURANCE AND INDEMNITY

##### 11.1 CM Insurance.

- 11.1.1 Workers' Compensation and Employers Liability Insurance. CM shall purchase and maintain Workers' Compensation Insurance covering claims under workers' or workmen's compensation, disability benefit and other similar employee benefit acts under which CM may be liable. CM shall purchase and maintain Employer's



Liability Insurance covering bodily injury (including death) by accident or disease to any employee which arises out of the employee's employment by CM. The Employer's Liability Insurance required of CM hereunder may be obtained by CM as a separate policy of insurance or as an additional coverage under the Worker's Compensation Insurance required to be obtained and maintained by CM hereunder.

11.1.2 Commercial General Liability and Property Insurance. CM shall purchase and maintain Commercial General Liability and Property Insurance as will protect CM from the types of claims set forth below which may arise out of or result from CM's services under this Agreement and for which CM may be legally responsible: (i) claims for damages because of bodily injury, sickness or disease or death of any person other than CM's employees; (ii) claims for damages insured by usual personal injury liability coverage which are sustained (a) by a person as a result of an offense directly or indirectly related to employment of such person by CM, or (b) by another person; (iii) claims for damages, other than to the work itself, because of injury to or destruction of tangible property, including loss of use resulting therefrom; (iv) claims for damages because of bodily injury, death of a person or property damages arising out of ownership, maintenance or use of a motor vehicle; (v) contractual liability insurance applicable to CM's obligations under this Agreement; and (vi) for completed operations. DISTRICT shall be named as additional insured under CM's Commercial General Liability and Property Insurance policies.

11.1.3 Professional Liability Insurance. CM will procure and maintain professional liability insurance covering claims arising out of the performance of services under this Agreement.

11.1.4 Coverage Amounts. Minimum coverage amounts for policies of insurance obtained by the CM hereunder shall be as follows:

<b>Insurance Policy -</b>	<b>Minimum Coverage Amount -</b>
Workers' Compensation	In accordance with applicable law
Employer's Liability	One Million Dollars (\$1,000,000)
Commercial General Liability (including coverage for automobile liability and property casualty)	Two Million Dollars (\$2,000,000) per occurrence and Two Million Dollars (\$2,000,000) project specific in the aggregate
Professional Liability	One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) project specific in the aggregate

11.1.5 Policy Endorsements; Evidence of Insurance. CM shall deliver certificates of insurance and applicable endorsements naming the DISTRICT, the Board of Trustees, and DISTRICT's employees, officers, and agents as additional insureds

under the above referenced policies to the DISTRICT. These certificates shall provide evidence of insurance in the minimum coverage amounts required hereunder. All policies of insurance required hereunder shall be issued by insurer(s) authorized to issue insurance by the State of California and to the reasonable satisfaction of the DISTRICT. Coverages under each policy of insurance, whether by endorsement or otherwise, shall provide that such policy will not be materially modified, canceled or allowed to expire without at least thirty (30) days advance written notice to the District.

## 11.2 Indemnity.

11.2.1 CM Indemnity of District. CM shall indemnify, defend and hold harmless the Indemnified Parties from all claims, demands, liabilities, actions and causes of action arising out of this Agreement, including without limitation, claims for bodily injury, death, physical property damage (other than to the work of the Project itself and property damage covered by a Builders Risk Insurance obtained by the Contractor) and demands, losses, liabilities or other claims arising out of CM's services hereunder or the negligent, willful acts or omissions or other conduct of CM. The Indemnified Parties are: the DISTRICT, the DISTRICT's Board of Trustees and each individual member thereof and the employees, officers, agents and representatives of the DISTRICT. The CM's obligations hereunder shall survive termination of this Agreement and the completion of obligations hereunder.

11.2.2 DISTRICT Indemnity of CM. The DISTRICT shall indemnify, defend and hold harmless CM from all claims, demands, liabilities, actions and causes of action arising out of this Agreement, including without limitation, claims for bodily injury, death, and physical property damage (other than to the work of the Project itself and property damage covered by a Builders Risk Insurance obtained by the Contractor) which arise out of the negligent or willful acts, or omissions of the DISTRICT.

## ARTICLE 12: ASSIGNMENT

The obligations of the CM pursuant to this Agreement shall not be assigned by the CM. There are no third party beneficiaries of this Agreement and no one except the parties to the Agreement may seek to enforce its terms. The DISTRICT and the CM each bind themselves, their successors, and legal representatives to the terms of this Agreement.

## ARTICLE 13: GENERAL

13.1 Headings; Captions. Headings and captions used in this Agreement are for convenience of reference only and are not intended to and in no way shall enlarge or diminish the rights or obligations of CM and DISTRICT hereunder.



- 13.2 Cumulative Rights; No Waiver. Duties, rights and obligations in this Agreement are in addition to and not in lieu of any imposed by or available at law or in equity. The failure of DISTRICT or CM to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Agreement, shall not be deemed a waiver by that party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such a term or condition.
- 13.3 Notices. Any notices or demands to be given under this Agreement by either party to the other, shall be in writing and shall be valid only if addressed to the other as set forth below or as modified by notice as provided hereunder from time to time. Notices shall be effective only if by personal delivery requiring signature acknowledging receipt or by United States Mail, Certified, Return Receipt Requested, First Class, postage fully pre-paid. Notices effectuated by personal service shall be deemed effective as of delivery of such notices. Notices effectuated by United States Mail shall be deemed effective the third (3<sup>rd</sup>) working day after deposit in the United States Mail. Notices hereunder shall be addressed as follows:

If to District:

Brandye K. D'Lena  
Director of Facilities Planning & Purchasing  
South Orange County CCD  
28000 Marguerite Parkway  
Mission Viejo, CA 92620

If to CM:

Contact name  
Position  
Firm name  
Address  
City, State, Zip

- 13.4 Disputes. In the event of a dispute between the parties as to performance of the services, the interpretation of this Agreement, or payment or nonpayment for services performed or not performed, the parties shall attempt to resolve the dispute. Pending resolution of the dispute, CM agrees to continue to diligently perform and provide services hereunder until completion of the Project. If the dispute is not resolved, CM agrees it will neither rescind this Agreement nor stop the progress of the work on the Project. The DISTRICT and CM agree that, in the event that a dispute comes to litigation, each party will bear its own legal expenses.
- 13.5 Severability. If any provision of this Agreement is deemed illegal, invalid unenforceable or void by any court of competent jurisdiction, such provision shall be deemed stricken

and deleted herefrom, but all remaining provisions will remain and continue in full force and effect.

- 13.6 CM Accounting Records. Pursuant to and in accordance with the provisions of Government Code Section 8546.7, or any amendments thereto, all books, records, and files of the CM, including, but not limited to the costs of administration of this Agreement, shall be subject to examination and audit by the State Auditor at the request of the DISTRICT or as part of any audit of/by the DISTRICT for a period of three (3) years after final payment is made under this Agreement. During this time, CM shall maintain accounting records and make them available upon request by the DISTRICT for reproduction or inspection.
- 13.7 Confidentiality. The CM shall not disclose or permit the disclosure of any confidential information, as identified by the District.
- 13.8 Definitions.
- 13.8.1 Architect. The Architect is \_\_\_\_\_. References to the Architect include and its consultants retained to provide services for the Project.
- 13.8.2 Construction Budget. The Construction Budget is the total cost allocated by the District for bidding and construction of the Project by the Contractor, exclusive of fees and costs of the Architect, CM and other consultants of the DISTRICT, Site acquisition costs and the costs of furniture, furnishing and/or equipment for the Project which are not included in the scope of the Contract. The Construction Budget established by the DISTRICT may be modified by the DISTRICT from time-to-time.
- 13.8.3 Construction Cost Estimates. Construction Cost Estimates are estimates of the then current costs of labor, materials, equipment and services plus a reasonable allowance for the Contractor profit, overhead and administrative cost as necessary to complete construction of the Project in accordance with the Design Documents. Construction Costs Estimates shall include a reasonable allowance for contingencies relating to market conditions at the time of solicitation of bids for the Project and changes in the work during construction of the Project. The allowance for contingency costs shall be consistent with the contingency established by the DISTRICT in the Project Budget, if any.
- 13.8.4 Construction Costs. The costs of labor, materials, equipment (inclusive of the Contractor's administrative costs/profit) necessary to complete construction of the Project.
- 13.8.5 Contract. The contract for construction awarded by the DISTRICT to a Contractor for the construction of the Project.



- 13.8.6 Contractor. The contractor awarded the Contract by the DISTRICT for construction of the Project.
- 13.8.7 Design Documents. The Drawings, Specifications, calculations and other work product and instruments of service prepared by or on behalf of the Architect for the Project. Design Documents include surveys, soil reports and other documents prepared for the Project by a licensed Architect or registered Engineer, whether under contract to the Architect or DISTRICT.
- 13.8.8 Final Completion. Final Completion is when all of the work on the Project has been completed and installed (including items noted for correction, repair or modification upon Substantial Completion) and the Contractor has completed all other obligations to be performed on its part under the Contract for the Project.
- 13.8.9 Master Construction Schedule. The Master Construction Schedule is the written or graphic description of the scheduling, sequencing and interrelationships of activities necessary to complete the Contract. The Master Construction Schedule is prepared by the CM after completing negotiations with the Contractor and must be accepted by the DISTRICT.
- 13.8.10 Project Budget. The Project Budget is the total cost allocated by the District for the construction and all associated fees and costs including but not limited to Architect, CM and other consultants, Site acquisition costs, bidding and advertising, plan approvals, permits, testing, inspection and the costs of furniture, furnishing and/or equipment. The Project Budget established by the DISTRICT may be modified by the DISTRICT from time to time.
- 13.8.11 Site. The physical area for construction and activities relating to construction of the Project.
- 13.8.12 Submittals. Shop drawings, product data or samples prepared or provided by a Contractor or a Subcontractor to a Contractor or suppliers illustrating some portion of work on the Project.
- 13.8.13 Substantial Completion. Substantial Completion is when the work on the Project has been completed and installed and the work can be used or occupied for its intended purposes, subject only to minor corrections, repairs or modifications.

13.9 Independent Contractor. CM, in the performance of this Agreement, shall be and act as an independent contractor. CM understands and agrees that it and all of its 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 Workers' Compensation. CM assumes the full responsibility for the acts and/or omissions of its employees or agents as they relate to the services to be provided under this Agreement. CM shall

assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, social security and income taxes with respect to CM'S employees.

13.10 Compliance With Applicable Laws. The services completed herein must meet the approval of the DISTRICT and shall be subject to the DISTRICT'S general right of inspection to secure the satisfactory completion thereof. CM agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to CM, CM'S business, equipment and personnel engaged in services covered by this Agreement or accruing out of the performance of such services.

13.11 Permits/Licenses. CM and all CM'S employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of services pursuant to this Agreement.

13.12 Nondiscrimination. CM agrees that it will not engage in unlawful discrimination in employment of persons because of race, ethnicity, religion, nationality, disability, gender, mental status or age of such persons.

13.13 Entire Agreement. This Agreement constitutes the entire agreement and understanding between the DISTRICT and CM concerning the subject matter hereof, replacing and superseding all prior agreements or negotiations, whether written or verbal. No term or condition of this Agreement shall be modified or amended except by writing executed by the DISTRICT and CM. This Agreement and the following enumerated documents constitute the entirety of the Agreement: The RFP, the RFP Response, Exhibit "A" and Exhibit "B".

13.14. Governing Law. The terms and conditions of this Agreement shall be governed by the laws of the State of California with venue in Orange County, California. This Agreement is made in and shall be performed in Orange County, California.



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

“DISTRICT”

South Orange County Community College District

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

Name: Gary Poertner

Title: Deputy Chancellor

“CM”

\_\_\_\_\_

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

Name: \_\_\_\_\_

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

**EXHIBIT A**  
**CM Compensation:**  
**Additional Services**

**EXHIBIT B**  
**General Conditions**  
**Items/Services**

**TO:** Board of Trustees

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

**RE:** SOCCCD: Board Policy Revision: BP 5300.5-Grade Changes, BP 5611-Open Enrollment, Prerequisites, Corequisites, and Advisories Policy, BP 6125-Student Travel: Field Trips and Excursions

**ACTION:** Approval

---

### **BACKGROUND**

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

### **STATUS**

Three board policies are being presented to the board for "Approval." The new language and amendments to the board policies were reviewed and revised by the District's Board Policy and Administrative Regulation Advisory Council, which was established by Chancellor Mathur, and includes shared governance group representatives.

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Cabinet on April 17, 2008 for review and recommendation to the Chancellor, and to the Board of Trustees for "Review and Study" at the April 28, 2008 board meeting and for "Discussion/Approval" at the May 27, 2008 board meeting.

### **RECOMMENDATION**

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

# BOARD POLICY

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SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

5300.5  
STUDENTS

## GRADE CHANGES

The Chancellor shall implement procedures to assure the accuracy and integrity of all grades awarded by faculty. The procedures shall include, but not necessarily be limited to, the following:

- Assurance that in the absence of mistake, bad faith, fraud or incompetence, the grades awarded by faculty shall be final.
- Procedures for students to challenge the correctness of a grade.
- The installation of security measures to protect grade records and grade storage systems from unauthorized access.
- Limitations on access to grade records and grade storage systems.
- Discipline for students or staff who are found to have gained access to grade records without proper authorization or to have changed grades without proper authorization.
- Notice to students, faculty, transfer institutions, accreditation agencies and law enforcement agencies if unauthorized access to grade records and grade storage systems is discovered to have occurred.

*Reference:*  
*Education Code Sections 76224, 76232;*  
*Title 5, Section 55025*

# BOARD POLICY

5611

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

STUDENTS

## OPEN ENROLLMENT, PREREQUISITES, COREQUISITES, AND ADVISORIES POLICY

The Board of Trustees of the South Orange County Community College District affirms a policy of open enrollment. Unless specifically exempted by statute, every course and course section or class, wherever offered and maintained by the district and where FTES (Full-Time Equivalent Students) is reported for state aid, shall be fully open to enrollment and participation by any person admitted to the college and who meets such prerequisites, corequisites, and advisories as established by the board in accordance with Title 5, Calif. Code of Regulations, Sections 55002, ~~55200~~ 55000, 55201, 55202, 55530, 55534, 58100, and 58106.

Revised: 5-15-89

Revised: 3-14-94

Technical Update: 4-26-99

# BOARD POLICY

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

6125  
INSTRUCTION

## STUDENT TRAVEL: FIELD TRIPS AND EXCURSIONS

Pursuant to Title 5, Calif. Code of Regulations, Sections ~~55450~~55220, 55451, and 58166, the Chancellor shall establish procedures that regulate the use of District resources for travel and attendance at conferences and other activities which are in connection with courses of instruction or school-related social, educational, cultural, athletic, or college music activities.

Student travel is defined to include all course related travel and all travel related to District approved social, educational, cultural, athletic, or college musical activities, and/or performances. Unless the District provides transportation, classes convening at alternative locations, including but not limited to, clinicals, internships, and service learning are not considered student travel. The District assumes no liability for travel related to such courses.

All participants must satisfactorily complete all requisite activities and conditions associated with student travel, including, but not limited to, course prerequisites, conditions of participation, orientation, and completion of required forms.

All persons participating in student travel, including study abroad activities (see BP-6150), and all parents and/or guardians of minor students participating in student travel shall prior to engaging in such travel have executed the District's waiver of liability form.

The District may pay for expenses of students participating in a field trip or excursion with auxiliary, grant or categorical program funds if the funds are used consistently with the funding source. ~~No District funds shall be used to support student expenses for out-of-state field trips or excursions.~~ The expense of instructors, chaperons, and other personnel traveling with students may also be paid from District funds.

Students and staff shall at all times adhere to the standards of conduct applicable to conduct on campus.

Adopted: 5-23-77  
Revised: 3-27-78  
Revised: 6-26-89  
Revised: 2-28-94  
Revised: 4-26-99  
Revised: 9-26-05

**TO:** Board of Trustees

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

**RE:** SOCCCD: Board Policy Revision: BP-3008: Records Retention and Destruction, BP-118: Committees of the Board, BP-3201: Capital Construction, BP-3004: Public Records

**ACTION:** Discussion/Approval

---

### **BACKGROUND**

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

### **STATUS**

Four board policies are being presented to the board for "Discussion/Approval." The new language and amendments to the board policy was reviewed and revised by the District's Board Policy and Administrative Regulation Advisory Council, which was established by Chancellor Mathur, and includes shared governance group representatives.

Legal counsel has been involved throughout the review process. The proposed policies were presented to the Chancellor's Cabinet on May 15, 2008 for review and recommendation to the Chancellor, and to the Board of Trustees for review and study at the May 27, 2008 board meeting.

### **RECOMMENDATION**

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



# BOARD POLICY

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

3008

BUSINESS

## RECORDS RETENTION AND DESTRUCTION

The Chancellor shall establish administrative procedures to assure the retention and destruction of all District records-including electronically stored information as defined by the Federal Rules of Civil Procedures-in compliance with Title 5. Such records shall include but not be limited to student records, employment records and financial records.

*Reference:*

*Title 5, Sections 59020, et seq.;*

*Federal Rules of Civil Procedures, Rules 16, 26, 33, 34, 37, 45*

[See Administrative Regulation 3008]

# BOARD POLICY

118

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES

## COMMITTEES OF THE BOARD

The Board of Trustees may by action establish committees that it determines are necessary to assist the Board in its responsibilities. Any committee established by board action shall comply with the requirements of the Brown Act regarding open meetings.

Board committees that are composed solely of less than a quorum of members of the Board that are advisory are not required to comply with the Brown Act, or with these policies regarding open meetings, unless they are standing committees.

Board committees that are only advisory have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

### *Reference:*

*Government Code Section 54952*

# BOARD POLICY

3201

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BUSINESS

## CAPITAL CONSTRUCTION

The Chancellor or his/her designee is responsible for development of plan and administrative management of the District's capital outlay and construction program.

District construction projects shall be supervised by the Chancellor or designee. The District shall monitor the progress of all construction work including inspection of workmanship, completion of work to meet specifications, and the suitability of proposed changes to the scope and original design of the work.

The Board shall approve and submit to the Board of Governors a five-year capital construction plan as required by law. The Chancellor or designee shall annually update the plan and present it to the Board of Trustees for approval. The plan shall address, but is not limited to, the criteria contained in law.

### *References:*

*California Education Code, Section 81005, 81820*  
*Title 5, Section 57150, et seq.*

# BOARD POLICY

3004

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BUSINESS

## PUBLIC RECORDS

The Chancellor shall establish procedures for records management, including access by the public that comply with the requirements of the California Public Records Act.

*Reference:*

*Government Code Section 6250, et seq.*

[See Administrative Regulation 3004]

**TO:** Board of Trustees

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

**RE:** Student Health Fee Stabilization

**ACTION:** Approval

---

**BACKGROUND**

California Education Code Section 76355 (Exhibit A) permits governing boards of community college districts to charge a student health fee. Currently, this fee is set at \$16 per semester and \$13 per summer session or intersession of at least 4 weeks for the South Orange County Community College District. This same code section allows districts to increase these fees by one dollar (\$1) when calculations for the Implicit Price Deflator for State and Local Government Purchase of Goods and Services show an increase of \$1 above the existing fee. This increase has occurred six times since the fee was established at \$10 in 1993 (1997, 2001, 2004, 2005, 2006 and 2007).

On April 21, 2008, State Chancellor's Office Assistant Vice Chancellor Frederick E. Harris announced the Implicit Price Deflator Index supported a one dollar (\$1) increase in the student health fee to \$17 per semester and \$14 per summer session or intersession of at least 4 weeks (Exhibit B). Since the college health centers are fully supported by the student health fees, using the Implicit Price Deflator Index adjustment assists the colleges in stabilizing the financial solvency of the health centers.

**STATUS**

It is a common practice in many community college districts to implement a permissible student health fee increase without prior Board approval. Currently, Saddleback College and Irvine Valley College must seek Board approval prior to implementing a student health fee increase. The colleges request approval to implement a student health fee increase of \$1 to the current health fees and to make future adjustments to the student health fee whenever the State Chancellor's Office advises the District of a \$1 increase in the Implicit Price Deflator for State and Local Government Purchase of Goods and Services. Increases in the allowable fee would be communicated to the Board of Trustees and to the student body prior to implementation.

The above request has the approval of the Planning and Budget Council of Saddleback College and the College Council of Irvine Valley College.

**RECOMMENDATION**

The Chancellor recommends that the Board of Trustees permit the colleges to implement a student health fee increase of \$1 for the 2008-09 academic year and to implement student health fee adjustments when the State Chancellor's Office advises the District of a \$1 increase in the Implicit Price Deflator for State and Local Government Purchase of Goods and Services.

Item Submitted By: *Dr. Richard McCullough and Dr. Glenn Roquemore, Presidents*

California Education Code 76355

76355. (a) (1) The governing board of a district maintaining a community college may require community college students to pay a fee in the total amount of not more than ten dollars (\$10) for each semester, seven dollars (\$7) for summer school, seven dollars (\$7) for each intersession of at least four weeks, or seven dollars (\$7) for each quarter for health supervision and services, including direct or indirect medical and hospitalization services, or the operation of a student health center or centers, or both. (2) The governing board of each community college district may increase this fee by the same percentage increase as the Implicit Price Deflator for State and Local Government Purchase of Goods and Services. Whenever that calculation produces an increase of one dollar (\$1) above the existing fee, the fee may be increased by one dollar (\$1).

(b) If, pursuant to this section, a fee is required, the governing board of the district shall decide the amount of the fee, if any, that a part-time student is required to pay. The governing board may decide whether the fee shall be mandatory or optional.

(c) The governing board of a district maintaining a community college shall adopt rules and regulations that exempt the following students from any fee required pursuant to subdivision (a): (1) Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization. (2) Students who are attending a community college under an approved apprenticeship training program.

(d) (1) All fees collected pursuant to this section shall be deposited in the fund of the district designated by the California Community Colleges Budget and Accounting Manual. These fees shall be expended only to provide health services as specified in regulations adopted by the board of governors. (2) Authorized expenditures shall not include, among other things, athletic trainers' salaries, athletic insurance, medical supplies for athletics, physical examinations for intercollegiate athletics, ambulance services, the salaries of health professionals for athletic events, any deductible portion of accident claims filed for athletic team members, or any other expense that is not available to all students. No student shall be denied a service supported by student health fees on account of participation in athletic programs.

(e) Any community college district that provided health services in the 1986–87 fiscal year shall maintain health services, at the level provided during the 1986–87 fiscal year, and each fiscal year thereafter. If the cost to maintain that level of service exceeds the limits specified in subdivision (a), the excess cost shall be borne by the district.

(f) A district that begins charging a health fee may use funds for startup costs from other district funds, and may recover all or part of those funds from health fees collected within the first five years following the commencement of charging the fee.

(g) The board of governors shall adopt regulations that generally describe the types of health services included in the health service program.

STATE OF CALIFORNIA     DIANE WOODRUFF, CHANCELLOR (INTERIM)

California Community Colleges  
SYSTEM Office  
1102 Q street  
Sacramento, Ca 95811-6549  
(916) 445-8752  
<http://www.cccco.edu>  
Memorandum



April 21, 2008

To;                    Superintendents/Presidents  
                         Chief Business Officers  
                         Chief Student Services Officers  
                         Health Services Program Directors  
                         Financial Aid Officers  
                         Admissions and Records Officers  
                         Extended Opportunity Programs and Services Directors

From:                Frederick E. Harris, Assistant Vice Chancellor  
                         College Finance and Facilities Planning

Subject:             Student Health Fee Increase

Education Code Section 76355 provides the governing board of a community college district the option of increasing the student health services fee by the same percentage as the increase in the Implicit Price Deflator for State and Local Government Purchase of Goods and Services. Whenever that calculation produces an increase of one dollar above the existing fee, the fee may be increased by \$1.00.

Based on calculations by the Financial, Economic, and Demographic Unit in the Department of Finance, the Implicit Price Deflator Index has now increased enough since the last fee increase of 2007 to support a one dollar increase in the student health fees. Effective with the Summer Session of 2008, districts may begin charging a maximum fee of \$17.00 per semester, \$14.00 for summer session, \$14.00 for each intersession of at least four weeks, or \$14.00 for each quarter.

For part-time students, the governing board shall decide the amount of the fee, if any, that the student is required to pay. The governing board may decide whether the fee shall be mandatory or optional.

Superintendents/Presidents

2

April 21, 2008

The governing board operating a health services program must have rules that exempt the following students from any health services fee:

Students who depend exclusively upon prayer for healing in accordance with the teachings of a bona fide religious sect, denomination, or organization.

Students who are attending a community college under an approved apprenticeship training program.

All fees collected pursuant to this section shall be deposited in the Student Health Fee Account in the Restricted General Fund of the district. These fees shall be expended only to provide health services as specified in regulations adopted by the board of governors. Allowable expenditures include health supervision and services, including direct or indirect medical and hospitalization services, or the operation of a student health center or centers, or both. Allowable expenditures exclude athletic-related salaries, services, insurance, insurance deductibles, or any other expense that is not available to all students. No student shall be denied a service supported by student health fee on account of participation in athletic programs.

If you have any questions about the fee increase, please contact Patricia Laurent at 916.327.6225 or [plaurent@cccco.edu](mailto:plaurent@cccco.edu).



**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ITEM: 6.9**  
**DATE: 06/24/08**

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** Academic Personnel Actions – Regular Items  
**ACTION:** Approval/Ratification

---

**BACKGROUND**

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

**STATUS**

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

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

**RECOMMENDATION**

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

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ACADEMIC PERSONNEL ACTIONS/RATIFICATIONS**

**A. NEW PERSONNEL APPOINTMENTS**

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

- A. EVANS, JULIE, is to be employed as English Instructor (Writing Specialist), Pos #3814, School of Humanities and Languages, Irvine Valley College, effective August 18, 2008. Approximate Salary Placement: Class II, Step 6. This is a new position approved by the Board of Trustees on November 13, 2007. (See Attachment 1)
- B. <sup>1</sup>HAERI, MELANIE, is to be employed as English Instructor (Reading Specialist), Pos #1573, School of Humanities and Languages, Irvine Valley College, effective August 18, 2008. Approximate Salary Placement: Class II, Step 6. This is a replacement position for Jan Horn, who retired. (See Attachment 2)
- C. KIERNAN, MARIA, is to be employed as Emeritus Fine Arts/Studio Instructor, Pos #3802, Division of Health Sciences, Human Services and Emeritus Institute, Saddleback College, effective August 18, 2008. Approximate Salary Placement: Class II, Step 6. This is a new position approved by the Board of Trustees on November 13, 2007. (See Attachment 3)
- D. TRANI, NICHOLAS, is to be employed as Kinesiology Instructor/Head Women's Softball Coach, Pos #3820, Division of Physical Education, Kinesiology and Athletics, Saddleback College, effective August 18, 2008. Approximate Salary Placement: Class II, Step 6. This is a new position approved by the Board of Trustees on November 13, 2007. (See Attachment 4)

**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>
Barragan, Valeria	MA/Spanish	Spanish/SC	II/6	07/07/08
Benson, Kyla	<sup>2</sup> BS/Design	Fashion/SC	I/6	08/25/08
Cowieson, William	PhD/Math	Math/SC	V/6	08/25/08
Horan, Elizabeth	MLIS/Library Science	Library/SC	II/6	07/07/08
Juarez, Louis	<sup>1</sup> BS/Occ. Studies	EMT/SC	I/6	08/25/08
Kolasa, Jeffrey	MA/History	History/SC	II/6	08/25/08

<sup>1</sup> Wife of Mitchell Haeri, Physics/Astronomy Instructor, Division of Mathematics, Sciences & Eng, Saddleback College

<sup>2</sup> Per California Community Colleges State Chancellor's Office this discipline does not require a Master's Degree.

**B. ACADEMIC TEMPORARY PART-TIME/SUBSTITUTE STAFF - Continued****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>
McCord, Krisanna	MS/Education	Sociology/IVC	II/6	07/07/08

Equivalency is based on a Master of Science degree in Education from Georgia State University in Atlanta, Georgia, and a Bachelor of Science degree in Sociology from University of California, Santa Barbara. Ms. McCord has been working in the field of infant, early childhood and school-age development for nearly 30 years.

Sun, Ningning	BA/TESOL	Chinese/IVC	I/6	07/07/08
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Equivalency is based on a Bachelor of Arts degree in Teaching English as a Second Language from Yantai Normal University, Shandong, China and coursework completed toward a Master Arts degree in Teaching Chinese as a Foreign Language from Yantai Normal University, due to be conferred later this year. Ms. Sun's experience includes teaching three years of college level conversational Chinese courses to non-native speakers in Qufu University, Shangdong, China, and is currently teaching one high school level Chinese course at Irvine Chinese School in Irvine, CA.

**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>
Desjardins, Molly	MA/English	Writing/IVC	II/6	05/27/08
Huyhn, Carina	MS/Career Counseling	Counseling/SC	II/6	05/27/08

**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.

**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>
Hudgins, Barbara	MS/Education	Math/SC	II/6	06/23/08

Equivalency is based on a Master of Science degree in Secondary Education from California State University, Fullerton, and a Bachelor of Science degree in Mathematics from the University of California, Irvine. Ms. Hudgins has been teaching college level, Advanced Placement Calculus for fifteen years at University High School in Irvine. She is an Advanced Placement Calculus BC exam reader for the Educational Testing Service (ETS), and has been an Adjunct Faculty member in the Education department at California State University, Fullerton.

**D. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A FACULTY POSITION**

1. DRAFTING/CADD INSTRUCTOR, School of Mathematics, Sciences and Engineering, Irvine Valley College seeks authorization to establish and announce this Full-time Academic Faculty Bargaining Unit position to its staff complement, effective June 25, 2008. This is a replacement faculty position for the Computer Science Instructor position approved by the Board of Trustees.

**E. CHANGE OF STATUS**

1. RIVAS, DANIEL, ID #1026, Acting Dean of Humanities and Fine Arts, Pos #2475, Academic Administrator Salary Range II, Step 6, Irvine Valley College is to be given a temporary change of status to Acting Dean of Humanities and Languages, Social Sciences and Library Services, Academic Administrator Salary Range II, Step 6 Irvine Valley College, effective July 1, 2008. This is a temporary placement for a new position approved by the Board of Trustees on February 20, 2008.

**F. 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 Fall/Spring 2007/2008 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Gounev, Georgy	Guest Speaker, Sub/SC	\$ 100.00	01/14/08-05/23/08
Noyes, JoAnn	SLO Workshop/IVC	200.00	08/13/07-08/13/07

2. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for the Summer/Fall 2007/2008 and 2008/2009 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Not to Exceed</u>	
		<u>Amount</u>	<u>Effective Date</u>
Bertot, Cathey	Chair, Emeritus Inst./IVC	\$ 3,183.30	08/18/08-12/22/08
Farnsworth, Robert	Chair, Horticulture/SC	1,591.65	08/18/08-12/22/08
Goodman, Richard	Liaison, Drug Court/SC	1,527.84	05/29/08-08/14/08
Sergeyeva, Larisa	Coord., Learning Ctr/IVC	1,296.39	05/27/08-08/15/08
Sherling, Dorothy	Chair, Math., CIS, Eng./IVC	3,183.30	08/18/08-12/22/08
Vidal-Prudholme	Coord., Child Dev. Lab/SC	4,000.00	08/25/08-12/22/08
Walsh, Dan	Chair, Geography/GIS/SC	1,591.65	08/25/08-12/22/08

**F. ADDITIONAL COMPENSATION: GENERAL FUND**

3. 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 Summer/Fall 2007/2008 and 2008/2009 fiscal year.

<u>Name</u>	<u>Assignment/Project</u>	<u>Effective Dates</u>
Atkinson, Dawn	ESL Assessment/IVC	05/27/08-06/30/08
Atkinson, Dawn	ESL Assessment/IVC	07/01/08-08/15/08
Beasley, James	ESL Assessment/IVC	05/27/08-06/30/08
Beasley, James	ESL Assessment/IVC	07/01/08-08/15/08
Benson, Maddy	ESL Assessment/IVC	05/27/08-06/30/08
Benson, Maddy	ESL Assessment/IVC	07/01/08-08/15/08
Bodnar, Coral	ESL Assessment/IVC	05/27/08-06/30/08
Bodnar, Coral	ESL Assessment/IVC	07/01/08-08/15/08
Fesler, Susan	ESL Assessment/IVC	05/27/08-06/30/08
Fesler, Susan	ESL Assessment/IVC	07/01/08-08/15/08
Henderson, Pam	ESL Assessment/IVC	05/27/08-06/30/08
Henderson, Pam	ESL Assessment/IVC	07/01/08-08/15/08
Hildebrand, Colleen	ESL Assessment/IVC	05/27/08-06/30/08
Hildebrand, Colleen	ESL Assessment/IVC	07/01/08-08/15/08
Kukkonen, Noreen	ESL Assessment/IVC	05/27/08-06/30/08
Kukkonen, Noreen	ESL Assessment/IVC	07/01/08-08/15/08
Ledbeter, Kathy	ESL Assessment/IVC	05/27/08-06/30/08
Ledbeter, Kathy	ESL Assessment/IVC	07/01/08-08/15/08
Livote, Michelle	ESL Assessment/IVC	05/27/08-06/30/08
Livote, Michelle	ESL Assessment/IVC	07/01/08-08/15/08
Luther, Barbara	ESL Assessment/IVC	05/27/08-06/30/08
Luther, Barbara	ESL Assessment/IVC	07/01/08-08/15/08
Man, Gina	ESL Assessment/IVC	05/27/08-06/30/08
Man, Gina	ESL Assessment/IVC	07/01/08-08/15/08
Rivas, Dan	ESL Assessment/IVC	05/27/08-06/30/08
Rivas, Dan	ESL Assessment/IVC	07/01/08-08/15/08
Sims, Larry	ESL Assessment/IVC	05/27/08-06/30/08
Sims, Larry	ESL Assessment/IVC	07/01/08-08/15/08
Stern, Susan	ESL Assessment/IVC	05/27/08-06/30/08
Stern, Susan	ESL Assessment/IVC	07/01/08-08/15/08
Striedter, Anna	ESL Assessment/IVC	05/27/08-06/30/08
Striedter, Anna	ESL Assessment/IVC	07/01/08-08/15/08
Woodruff, Sandra	ESL Assessment/IVC	05/27/08-06/30/08
Woodruff, Sandra	ESL Assessment/IVC	07/01/08-08/15/08

**G. 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 Spring 2007/2008 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Amount</u>	<u>Effective Date</u>
Bangston, Sonya	Statewide Career Pathways/IVC	\$ 200.00	01/14/08-05/22/08
Chandos, Ray	Statewide Career Pathways/IVC	400.00	01/14/08-05/22/08
Geldun, Antoinette	Statewide Career Pathways/IVC	400.00	01/14/08-05/22/08
Gray, Donna	Statewide Career Pathways/IVC	200.00	01/14/08-05/22/08

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

1. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for Spring 2007/2008 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Amount</u>	<u>Effective Date</u>
Jensen, Dianne	Editor in Chief, Int'l Voice/SC	\$ 500.00	01/14/08-05/23/08
Luther, Barbara	Cataloging, Language Lab/SC	360.00	01/14/08-05/23/08
Mathur, Roopa	Statewide Career Pathways/IVC	200.00	01/14/08-05/22/08
McDonough, Mary	Statewide Career Pathways/IVC	200.00	01/14/08-05/22/08
McKim, Brett	Statewide Career Pathways/IVC	400.00	01/14/08-05/22/08
Scharf, Michelle	Statewide Career Pathways/IVC	300.00	01/14/08-05/22/08
Sergeyeva, Larisa	Statewide Career Pathways/IVC	200.00	01/14/08-05/22/08
Urell, Robert	Statewide Career Pathways/IVC	400.00	01/14/08-05/22/08
Wolken, Matthew	Statewide Career Pathways/IVC	400.00	01/14/08-05/22/08

2. It is recommended that the following Irvine Valley College/Saddleback College faculty members be compensated as indicated below for Summer/Fall 2007/2008 and 2008/2009 fiscal years.

<u>Name</u>	<u>Activity</u>	<u>Amount</u>	<u>Effective Date</u>
Altman, Cheryl	Co-Coord. Basic Skills/SC	\$ 3,050.32	06/01/08-08/15/08
Babusek, Alda	Student Success, Nursing/SC	4,000.00	07/01/08-07/31/08
Bagwell, Janet	Co-Coord. Basic Skills/SC	3,050.32	06/01/08-08/15/08
Forouzesh, Jennifer	Student Success, Nursing/SC	4,000.00	07/01/08-07/31/08
Jhu, Candice	Production, Basic Skills/SC	12,255.00	05/27/08-08/15/08
Kucharski, Phillis	Student Success, Nursing/SC	4,000.00	07/01/08-07/31/08
Millivich, June	Coord. VTEA/Child Dev./SC	3,000.00	08/25/08-12/22/08
O'Buchon, Janine	Student Success, Nursing/SC	4,000.00	07/01/08-07/31/08
Perez, Larry	Production, Basic Skills/SC	13,275.00	05/27/08-08/15/08
Quigley, Patrick	Website, Basic Skills/SC	11,233.00	05/27/08-08/15/08

**H. ADMINISTRATIVE REASSIGNMENT**

1. KOPECKY, ROBERT, ID #13900, Provost/Advanced Technology and Education Park, ATEP will be retreating to the Humanities and Languages, Social Sciences and Library Services Division, Irvine Valley College, as Learning Center Instructor pursuant to Education Code 87458 and the District's adopted Administrator Retreat Rights Policy, Class V, Step 15, effective August 18, 2008.
2. WINSTON, KATHLEEN, ID #13157, Dean of Health Sciences, Human Services and Emeritus Institute, Saddleback College will be retreating to the Health Sciences, Human Services and Emeritus Institute, Saddleback College as Nursing Instructor pursuant to Education Code 87458 and the District's adopted Administrator Retreat Rights Policy, Class III, Step 16, effective August 18, 2008.

## ATTACHMENT 1

NAME: EVANS, JULIE

POSITION: ENGLISH INSTRUCTOR (WRITING SPECIALIST)  
Irvine Valley College  
Full-Time, Tenure-Track

EDUCATION:

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

B.A. Journalism  
San Francisco State University  
San Francisco, CA

EXPERIENCE:

Ms. Evans has been a part-time Lecturer for California State University, Long Beach, Ca. teaching Intensive Writing Skills, Freshman Composition, Critical Reading and Writing, Applied Composition: Explorations in Children's Writing, Composition and Literature, and Children's Literature since August, 1997; and as an Adjunct part-time Faculty for Orange Coast College, Costa Mesa, Ca., teaching English Skills, Fundamentals of Composition, Freshman Composition and Critical Reasoning About Non-Fiction, since January, 1998. She has also taught for Long Beach City College, Long Beach, Ca. as an Adjunct part-time Faculty teaching Fundamentals of Writing and Argumentation and Critical Thinking from August, 1997 through May, 1997; and was a Teaching Associate for California State University, Long Beach, Ca. from June, 1996 through May, 1997. Ms. Evans also worked as a Writing Tutor, and Teaching Assistant for California State University, Long Beach, from June, 1996 through 1997; a Staff Writer for Volleyball Monthly from March, 1992 through May 1994; Intern for Easy Reader from November 1991 through February, 1992; and Staff Writer for Prism from August, 1990 through May 1991.

PROFESSIONAL AFFILIATIONS:

- Phi Kappa Phi, 1997.
- Association for the Study of Literature and the Environment, 1996.
- Art Culture Nature: An Association for the Study of the Arts and the Environment, 1997.

RECENT PUBLICATIONS AND PRESENTATIONS:

- "Supermon's a Misnomer for those who Multi-task" *Orange County Register* 19 May 2002
- *Wilderness Cure: An Exploration of the Blue Jay's Dance, Pilgrim at Tinker Creek, and Refuge* Master's Thesis, California State University, Long Beach 1997
- "Susan Fenmore Cooper: Lost in a Thoreauvian Wilderness. Does Anyone Have Compass?" presented at the Explorations in English Studies Conference: California State University, Los Angeles March 1997

**ATTACHMENT 2**

NAME: HAERI, MELANIE

POSITION: ENGLISH INSTRUCTOR (READING SPECIALIST)  
Irvine Valley College  
Full-Time, Tenure-Track

EDUCATION:

M.S. Education, Emphasis in Reading  
California State University, Fullerton  
Fullerton, CA

B.A. Social Ecology  
University of California, Irvine  
Irvine, CA

EXPERIENCE:

Ms. Haeri has been an Adjunct Faculty for Irvine Valley College teaching Developmental Reading, Reading Efficiency and Speed, and Critical Reading since August, 1997. She had also taught full-time as a Classroom Teacher for Robert M. Pyles Elementary in the Magnolia School District, from September, 1990 through November, 1994; and taught as a Student Teacher for Turtle Rock Elementary from January, 1990 through March 1990, and at Wilson Elementary School from September 1989 through November 1989.

CERTIFICATIONS/CREDENTIALS:

- Cross Cultural, Language, and Academic Development (CLAD) Certification, University of San Diego.
- Multiple Subject Teaching Credential, University of California, Irvine.

HONORS AND PROFESSIONAL AFFILIATIONS:

- Dean's Honor List at University of California, Irvine, 1989-1990.
- International Reading Association.
- California Reading Association.
- Orange County Reading Association.
- Reading Educators Guild.
- National Council of Teachers of English.
- Member of Reading Educators Guild.
- Served as Secretary of Reading Educators Guild.



**ATTACHMENT 3**

NAME: KIERNAN, MARIA

POSITION: EMERITUS FINE ARTS/STUDIO INSTRUCTOR  
Saddleback College  
Full-Time, Tenure-Track

EDUCATION:

M.A. Art, Emphasis in Design  
California State University, Fullerton  
Fullerton, CA

B.F.A. Art, Emphasis in Drawing and Painting  
California State University, Fullerton  
Fullerton, CA

EXPERIENCE:

Ms. Kiernan has been an Adjunct Faculty for Saddleback College teaching Art and Spanish since May, 2003. Developmental Reading, Reading Efficiency and Speed, and Critical Reading since August, 1997. She had also taught part-time as an Adjunct Faculty for the California State University, Fullerton, Ca. teaching upper and lower division painting and drawing from August, 2000 through December, 2004. Ms. Kiernan had been self employed as a Portrait/Gallery Painter from 1990 through 1999; and worked in the California State University, Fullerton Slide Library as a Student Assistant and Volunteer from 1997 through 1999.

HONORS AND PROFESSIONAL AFFILIATIONS:

- Summa Cum Laude Graduate, President's/Dean's List (every semester since 1989).
- Permanent member of the Alpha Gamma Sigma and The Psi Beta achievement societies.

PRIZES AND AWARDS:

- Best Painting and Photography Department Fine Arts Award at Orange Coast College Student Show, 1996.
- Honorable mention at the Artist's Eye Competition, 1996.
- Honorable mention at California State University, Fullerton Titan Student Union Student Show, 1999.

**ATTACHMENT 4**

NAME: TRANI, NICHOLAS

POSITION: KINESIOLOGY INSTRUCTOR/HEAD WOMEN'S SOFTBALL COACH  
Saddleback College  
Full-Time, Tenure-Track

EDUCATION:

M.Ed. Education: Physical Education  
Azusa Pacific University  
Azusa, CA

B.B.A. Business Administration  
Loyola Marymount University  
Los Angeles, CA

EXPERIENCE:

Mr. Trani has been an Adjunct Faculty and Softball Coach for Saddleback College since November, 1995. He has also taught as an Adjunct Faculty and coached softball for Orange Coast College from January, 1989 through November, 1995; coached softball part-time at Millikan High School from January, 1981 through December, 1988; and taught full-time for Mater Dei High School from January, 1980 through June, 1980. Mr. Trani was owner of N. R. Trani Realty from January, 1977 through March, 2001.

CERTIFICATIONS/CREDENTIALS:

- Community College Lifetime Credential in Physical Education, May 26, 1989.

HONORS AND PROFESSIONAL AFFILIATIONS:

- President (1999), California Community College Fastpitch Coaches Association.
- 478 Victories and five trips to State finals as Softball Coach for Orange Coast College and Saddleback College.

AWARDS:

- California Coaches Association Community College Softball Coach of the Year, 2000.
- Saddleback College Coach of the Year, 2000.
- Orange Empire Conference Coach of the Year, 1990, 1992, 1994, and 2005.
- National scholastic award for highest team grade point average, 1996.
- State scholastic award for highest team grade point average, 1996 and 2001.
- Orange Empire Conference scholastic award for highest team grade point average, 1995, 1996, 1999, 2001, 2005, and 2007.

**SOUTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**

**ITEM: 6.10  
DATE: 06/24/08**

**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. DAVILA, JUDY, ID #12423, is to be employed as Program Assistant (Categorical funded), Office of College Foundation, Saddleback College, Classified Bargaining Unit Salary Range 118, Step 1, 20 hours per week, 12 months per year, effective June 25, 2008. This is a new categorical funded position for Board Approval on item C6 of this agenda. Employment in this position is contingent upon the availability of funds from the Foundation program.
- B. DRAKE, EUGENE is to be employed Research Specialist, Pos #3706, Office of the President, Irvine Valley College, Classified Bargaining Unit Salary Range 129, Step 1, 40 hours per week, 12 months per year, effective June 16, 2008. This is a new position approved by the Board of Trustees on May 29, 2007.
- C. HOUSKY, MICHAEL is to be employed Program Senior Laboratory Technician, Pos #3797, Division of Business Sciences, Vocational Education and Economic Development, Saddleback College, Classified Bargaining Unit Salary Range 130, Step 1, 20 hours per week, 11 months per year, effective May 19, 2008. This is a new position approved by the Board of Trustees on October 22, 2007.
- D. REISCH, CARLA is to be employed as Front of House Manager, Pos #3843, School of Fine Arts, Irvine Valley College, Classified Bargaining Unit Salary Range 122, Step 1, 20 hours per week, 12 months per year, effective June 9, 2008. This is a new position approved by the Board of Trustees on October 22, 2007.

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>
Dill, Laura	Administrative Assistant/SC	121/1	04/17/2008
Dioguardi, Joseph	Custodian/IVC	113/1	05/12/2008
Favilla, Maria-Fernanda	Sr. Health Office Asst./IVC	127/1	05/14/2008
Mahjoob, Shaden	Lab. Technician, Life/Phys. Sci/IVC	122/1	06/23/2008
McDonald, Anita	Human Resources Asst./District	121/1	06/04/2008
Owens-Gilliam, Shirelle	Human Resources Spec./District	127/1	05/28/2008
Ty, Djian-Luke	Lab. Technician, Life/Phys. Sci/IVC	122/1	04/21/2008

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>
Arkell, Simon	Coaching Aide/SC	\$ 15.00	05/13/08-06/30/08
Bates, Karla	Project Specialist/SC	8.50	05/23/08-06/30/08

**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> Brennan, Karissa	Project Specialist/SC	\$ 11.50	05/01/08-06/30/08
Carpenter, David	Project Specialist/IVC	8.50	05/26/08-06/30/08
Cook-Sneathen, Amanda	Project Specialist/SC	9.50	05/15/08-06/30/08
DeLeon, Diana	Project Specialist/SC	8.50	05/23/08-06/30/08
Espinal, Cesar	Project Specialist/SC	9.00	06/01/08-06/30/08
Ginn, Christina	Project Specialist/SC	10.50	05/19/08-06/30/08
Greer, Deanna	Project Specialist/SC	8.50	05/15/08-06/30/08
Grigorieff, Matthew	Project Specialist/IVC	11.50	05/21/08-06/30/08
Helm, Benjamin	Coaching Aide/SC	15.00	05/12/08-06/30/08
<sup>2</sup> Hilton, Natasha	Project Specialist/SC	11.50	06/09/08-06/30/08
Holiman, Heather	Clerk, Short-Term/SC	12.00	05/08/08-06/30/08
Jackel, Barbara	Project Specialist/SC	16.00	05/29/08-06/30/08
Kikawa, Russell	Project Specialist/SC	8.50	06/01/08-06/30/08
Lopez, Mariel	Project Specialist/SC	8.50	05/20/08-06/30/08
Markosiangharghan, Selina	Project Specialist/SC	8.50	05/23/08-06/30/08
McDonald, Kyle	Coaching Aide/SC	15.00	05/01/08-06/30/08
<sup>3</sup> Nawabi, Masood	ST Clerk/IVC	8.50	05/27/08-06/30/08
Petrovich, Alexis	Project Specialist/SC	10.50	05/08/08-06/30/08
Pogue, Christopher	Project Specialist/SC	10.50	05/08/08-06/30/08
Salimi, Mina	Clerk, Short-Term/SC	9.50	05/01/08-06/30/08
Sebold, Margaret	Clerk, Short-Term/SC	13.00	05/15/08-06/30/08
Smith, Shannon	Project Specialist/SC	10.50	06/01/08-06/30/08
Taylor-Huddleston, Serrena	Project Specialist/SC	8.50	05/15/08-06/30/08
Xhepa, Rovenia	Project Specialist/SC	8.50	05/27/08-06/30/08
Zaragoza, Suzanna	Project Specialist/SC	16.00	05/15/08-06/30/08

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2008/2009** 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>
Adams, Brandt	Project Specialist/IVC	\$ 9.50	07/01/08-12/31/08
Arnell, Simon	Coaching Aide/SC	15.00	07/01/08-12/31/08
Aydt, Rita	Theater Aide/SC	10.50	07/01/08-12/31/08
Barakzai, Maria	Project Specialist/IVC	9.00	07/01/08-12/31/08
Bates, Karla	Project Specialist/SC	8.50	07/01/08-12/31/08
<sup>1</sup> Brennan, Karissa	Project Specialist/SC	11.50	07/01/08-12/31/08
Brown, Lucy	IT Project Specialist/District	30.00	07/01/08-12/31/08
Capello, Galina	Clerk, Short-Term/IVC	8.50	07/01/08-12/31/08
Cone, Allison	Project Specialist/IVC	8.50	07/01/08-12/31/08

<sup>1</sup> Daughter of Kathleen Brennan, Athletic Equipment Specialist, Saddleback College.

<sup>2</sup> Daughter of Carol Hilton, Director of Fiscal Services, Saddleback College.

<sup>3</sup> Son of Mina Nawabi, Senior Counseling Office Assistant, Irvine Valley College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2008/2009** 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>
Cook-Sneathen, Amanda	Project Specialist/SC	\$ 9.50	07/01/08-12/31/08
Dantanarayana, Preethi	Clerk Short-Term/IVC	9.50	07/01/08-12/31/08
DeLeon, Diana	Project Specialist/SC	8.50	07/01/08-12/31/08
Dill, Laura	Coaching Aide/SC	15.00	07/01/08-12/31/08
Espinal, Cesar	Project Specialist/SC	9.00	07/01/08-12/31/08
Good, Pauline	Theater Aide/SC	10.50	07/01/08-12/31/08
Gorgeon, David	Project Specialist/SC	11.50	07/01/08-12/31/08
Greer, Deanna	Project Specialist/SC	8.50	07/01/08-12/31/08
Grigorieff, Matthew	Project Specialist/IVC	11.50	07/01/08-12/31/08
Guthy, Tara	Project Specialist/IVC	9.00	07/01/08-12/31/08
Haynes, Genevieve	Project Specialist/SC	14.00	07/01/08-12/31/08
Helm, Benjamin	Coaching Aide/SC	15.00	07/01/08-12/31/08
Herz, Peter	Theater Aide/SC	20.00	07/01/08-12/31/08
<sup>2</sup> Hilton, Natasha	Project Specialist/SC	11.50	07/01/08-12/31/08
Hobbs, Aida	Project Specialist/SC	16.00	07/01/08-12/31/08
Holiman, Heather	Clerk, Short-Term/SC	12.00	07/01/08-12/31/08
Jackel, Barbara	Project Specialist/SC	16.00	07/01/08-12/31/08
Jarema, Veronica	Theater Aide/SC	9.50	07/01/08-12/31/08
Kikawa, Russell	Project Specialist/SC	8.50	07/01/08-12/31/08
Kokesch, Aaron	Theater Aide/SC	20.00	07/01/08-12/31/08
Lam, Dustin	Project Specialist/IVC	10.50	07/01/08-12/31/08
Lopez, Mariel	Project Specialist/SC	8.50	07/01/08-12/31/08
Luna, Yvette	Project Specialist/SC	10.50	07/01/08-12/31/08
Maier, Charles	Clerk - Short Term/SC	11.00	07/01/08-12/31/08
Mansfield, Anne	Clerk - Short Term/SC	11.00	07/01/08-12/31/08
Marapese, Kenneth	Project Specialist/SC	10.50	07/01/08-12/31/08
Marino, John	Coaching Aide/SC	15.00	07/01/08-12/31/08
Markosiangharghan, Selina	Project Specialist/SC	8.50	07/01/08-12/31/08
Marquez, Melissa	Theater Aide/SC	9.00	07/01/08-12/31/08
Marsden, Pamela	Theatre Aide/SC	10.50	07/01/08-12/31/08
Martin, Mary	Clerk - Short Term/SC	13.00	07/01/08-12/31/08
Massaro, Michael	Project Specialist/SC	8.50	07/01/08-12/31/08
Matthews, Brenda	Clerk – Short Term/SC	9.50	07/01/08-12/31/08
Matthews, JamieAnn	Theater Aide/SC	9.00	07/01/08-12/31/08
May, Michael	Project Specialist/SC	20.00	07/01/08-12/31/08
Mayoral, Michael	Coaching Aide/SC	15.00	07/01/08-12/31/08
Mayville, Joseph	Project Specialist/SC	8.50	07/01/08-12/31/08
McConnell, Tracy	Project Specialist/SC	20.00	07/01/08-12/31/08
McDonald, Kyle	Coaching Aide/SC	15.00	07/01/08-12/31/08
McGinley, Andrea	Project Specialist/SC	15.50	07/01/08-12/31/08
Means, Christopher	Project Specialist/SC	10.50	07/01/08-12/31/08
Mendiola, Lucciano	Coaching Aide/IVC	15.00	07/01/08-12/31/08
Meza, Amy	Project Specialist/IVC	9.00	07/01/08-12/31/08
Miller, Carrie	Project Specialist/IVC	13.00	07/01/08-12/31/08

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2008/2009** 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>
Miller, Matthew	Project Specialist/SC	\$ 15.00	07/01/08-12/31/08
<sup>4</sup> Miller, Melody	Project Specialist/SC	15.00	07/01/08-12/31/08
Mitchell, Lindsay	Project Specialist/SC	8.50	07/01/08-12/31/08
Mitchell, Robert	Coaching Aide/SC	15.00	07/01/08-12/31/08
Morales, Jamee	Coaching Aide/SC	15.00	07/01/08-12/31/08
Moreno, Enrique	Project Specialist/SC	14.00	07/01/08-12/31/08
Morra, Travis	Theatre Aide/SC	8.50	07/01/08-12/31/08
Mullen, Patricia	Clerk - Short Term/SC	13.00	07/01/08-12/31/08
Mulvehill, Kathleen	Project Specialist/IVC	20.00	07/01/08-12/31/08
<sup>5</sup> Muniz, Travis	Theatre Aide/SC	11.50	07/01/08-12/31/08
Murtaugh, David	Coaching Aide/SC	15.00	07/01/08-12/31/08
Myers, Ashley	Theatre Aide/SC	10.50	07/01/08-12/31/08
Nakagawa, Yuki	Project Specialist/IVC	8.50	07/01/08-12/31/08
<sup>3</sup> Nawabi, Masood	ST Clerk/IVC	8.50	07/01/08-12/31/08
Neubauer, Laura	Project Specialist/SC	9.50	07/01/08-12/31/08
Nikkhah, Mahtab	Project Specialist/SC	10.50	07/01/08-12/31/08
Nocella, Kirsten	Project Specialist/IVC	9.50	07/01/08-12/31/08
Noonen, Ethlean	Theatre Aide/SC	11.50	07/01/08-12/31/08
Nowland, Judith	Theatre Aide/SC	10.50	07/01/08-12/31/08
Ochiai, Alan	Coaching Aide/IVC	15.00	07/01/08-12/31/08
Omidvar, Mojgan	Clerk - Short Term/IVC	9.50	07/01/08-12/31/08
Orellana, Marina	Project Specialist/SC	8.50	07/01/08-12/31/08
Pallo, Jody	Theatre Aide/SC	13.00	07/01/08-12/31/08
Park, Esther	Theatre Aide/SC	20.00	07/01/08-12/31/08
<sup>6</sup> Parmer, Barbara	Clerk - Short Term/SC	13.00	07/01/08-12/31/08
<sup>7</sup> Patterson, June	Project Specialist/SC	16.00	07/01/08-12/31/08
Patterson, Sheri	Clerk, Short-Term/IVC	8.50	07/01/08-12/31/08
Pearce, Robert	Coaching Aide/IVC	15.00	07/01/08-12/31/08
Pedroza, Elba	Project Specialist/IVC	8.50	07/01/08-12/31/08
Petrovich, Alexis	Project Specialist/SC	10.50	07/01/08-12/31/08
Pisano, Christina	Coaching Aide/SC	15.00	07/01/08-12/31/08
Pitale, Christopher	Theatre Aide/SC	8.50	07/01/08-12/31/08
Pogue, Christopher	Project Specialist/SC	10.50	07/01/08-12/31/08
Price, Kay	Theater Aide/SC	10.50	07/01/08-12/31/08
Ramirez, Irene	Project Specialist/SC	10.50	07/01/08-12/31/08
Ready, Richard	Coaching Aide/SC	15.00	07/01/08-12/31/08
Rezaian, Mahta	Project Specialist/IVC	12.50	07/01/08-12/31/08
Robertson, Scott	Theatre Aide/SC	12.50	07/01/08-12/31/08
Rodriguez, Ryan	Theatre Aide/SC	8.50	07/01/08-12/31/08
Roh, Matthew	Theatre Aide/IVC	8.50	07/01/08-12/31/08

<sup>4</sup> Daughter of Sophie Miller, Executive Assistant, Office of the President, Saddleback College.

<sup>5</sup> Son of Harry Snowden, Ticket Office Operations Manager and Mary Snowden, Theatre Aide, Division of Fine Arts, Saddleback College.

<sup>6</sup> Wife of Harry Parmer, Director of Safety & Security/Chief of Police, Office of Safety & Security, Saddleback College.

<sup>7</sup> Mother of Dana Manley, Multi Media Technician, Media Service, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2008/2009** 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>
Rubio, Kathleen	Clerk - Short Term/IVC	\$ 9.00	07/01/08-12/31/08
Russell, Donovan	Coaching Aide/SC	15.00	07/01/08-12/31/08
Sadeghieh, Iden	Project Specialist (IT)/District	17.00	07/01/08-12/31/08
Salazar, Irma	Project Specialist/SC	15.00	07/01/08-12/31/08
Salimi, Mina	Clerk, Short-Term/IVC	9.50	07/01/08-12/31/08
<sup>8</sup> Schiffelbein, Nicholas	Project Specialist/SC	20.00	07/01/08-12/31/08
Schultz, James	Clerk - Short Term/IVC	12.00	07/01/08-12/31/08
Sebold, Margaret	Clerk, Short-Term/SC	13.00	07/01/08-12/31/08
Sehat, Camelia	Project Specialist/SC	10.50	07/01/08-12/31/08
<sup>9</sup> Sendaba, Alem	Project Specialist/SC	10.50	07/01/08-12/31/08
<sup>9</sup> Sendaba, Sheleme	Project Specialist/SC	10.50	07/01/08-12/31/08
Sersea, Valerica	Clerk - Short Term/IVC	8.50	07/01/08-12/31/08
Shadid, Bryan	Coaching Aide/SC	15.00	07/01/08-12/31/08
Shah, Ahmad	Tutor/IVC	9.50	07/01/08-12/31/08
Shalhub, Sonia	Clerk - Short Term/SC	13.00	07/01/08-12/31/08
Shukla, Srimayi	Clerk, Short-Term/SC	10.00	07/01/08-12/31/08
Shvetsky, Natalya	Project Specialist/IVC	13.00	07/01/08-12/31/08
Silverman, Bonnie	Project Specialist/SC	10.50	07/01/08-12/31/08
Skipper, Garret	Coaching Aide/SC	15.00	07/01/08-12/31/08
Smith, Jason	Project Specialist/IVC	16.00	07/01/08-12/31/08
Smith, Linda	Clerk - Short Term/SC	11.00	07/01/08-12/31/08
Smith, Shannon	Project Specialist/SC	10.50	07/01/08-12/31/08
<sup>10</sup> Snowden, MaryBeth	Theatre Aide/SC	13.00	07/01/08-12/31/08
Snyder, Rick	Coaching Aide/SC	15.00	07/01/08-12/31/08
Soifua, Monalito	Coaching Aide/SC	15.00	07/01/08-12/31/08
Stanley, Keith	Theater Aide/SC	9.00	07/01/08-12/31/08
Starkey, Sean	Project Specialist/IVC	8.50	07/01/08-12/31/08
Steinriede, William	Coaching Aide/SC	15.00	07/01/08-12/31/08
Sullivan, Peter	Project Specialist/SC	10.50	07/01/08-12/31/08
Sutcliffe, Erica	Project Specialist/IVC	14.00	07/01/08-12/31/08
Taylor-Huddleston, Serrena	Project Specialist/SC	8.50	07/01/08-12/31/08
Tenchka, Kathleen	Project Specialist/IVC	16.00	07/01/08-12/31/08
Terbeek, Ehren	ST Campus Security/SC	18.00	07/01/08-12/31/08
Thomas, Charlie	Project Specialist/SC	10.50	07/01/08-12/31/08
Thompson, Carole	Theatre Aide/SC	10.50	07/01/08-12/31/08
Timmins, Danielle	Theatre Aide/SC	9.50	07/01/08-12/31/08
Tomlinson, Warren	Project Specialist/SC	16.00	07/01/08-12/31/08
Turnquist, Barbara	Clerk - Short Term/SC	13.00	07/01/08-12/31/08

<sup>8</sup> Son of Mark Schiffelbein, Director of Technology Services, Saddleback College.

<sup>9</sup> Sons of Barbara Sendaba, Executive Assistant to the Vice President, Saddleback College. Alem and Sheleme are brothers.

<sup>10</sup> Wife of Harry Snowden, Ticket Office Operations Manager and mother of Travis Muniz, Theatre Aide, Division of Fine Arts, Saddleback College.



**A. NEW PERSONNEL APPOINTMENTS** - Continued

4. The following individuals are to be employed as **Short-Term (Temporary)** positions for the **2008/2009** 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>11</sup> Uhlman, Diana	Clerk - Short Term/SC	\$ 9.50	07/01/08-12/31/08
<sup>11</sup> Uhlman, John	Clerk - Short Term/SC	12.00	07/01/08-12/31/08
<sup>11</sup> Uhlman, John	ST Campus Security/SC	18.00	07/01/08-12/31/08
Vann, Amber	Coaching Aide/IVC	15.00	07/01/08-12/31/08
Velasquez, James	Theatre Aide/IVC	8.50	07/01/08-12/31/08
Vessey, Angela	Project Specialist/SC	10.50	07/01/08-12/31/08
Vexler, Melissa	Theatre Aide/IVC	8.50	07/01/08-12/31/08
Victoria, Earvin	Project Specialist/SC	10.50	07/01/08-12/31/08
Vu, Derek	Project Specialist/IVC	8.50	07/01/08-12/31/08
Webb, Rachel	Project Specialist/SC	10.50	07/01/08-12/31/08
Webb, Rebecca	Theatre Aide/IVC	8.50	07/01/08-12/31/08
Wilford, Scott	Coaching Aide/SC	15.00	07/01/08-12/31/08
Wilson, Paul	Coaching Aide/SC	15.00	07/01/08-12/31/08
Xhepa, Rovenia	Project Specialist/SC	8.50	07/01/08-12/31/08
Yamaguchi, Troy	Coaching Aide/SC	15.00	07/01/08-12/31/08
Yasukochi, Donal	Coaching Aide/SC	15.00	07/01/08-12/31/08
Yi, Ki	Coaching Aide/IVC	15.00	07/01/08-12/31/08
Zaragoza, Suzanna	Project Specialist/SC	16.00	07/01/08-12/31/08

5. 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>
Mahjoobosmaun, Shaden	05/05/08-06/30/08
Mboggo, Samuel	06/02/08-06/30/08
Sanchez, Alicia	06/02/08-06/30/08
Schuldt, Tyler	04/21/08-06/30/08
Sehat, Camelia	05/08/08-06/30/08

6. 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 **2008/2009** academic year.

<u>Name</u>	<u>Start/End Date</u>
Gonzalez, Deyanira	07/01/08-12/31/08
Koloko Kameni, Stephanie	07/01/08-12/31/08
Mahjoobosmaun, Shaden	07/01/08-12/31/08
Mboggo, Samuel	07/01/08-12/31/08
Means, Christopher	07/01/08-12/31/08
Sanchez, Alicia	07/01/08-12/31/08
Schuldt, Tyler	07/01/08-12/31/08
Sehat, Camelia	07/01/08-12/31/08
Tracy, Brian	07/01/08-12/31/08

<sup>11</sup> Daughter of John Uhlman, Office of Safety and Security, Saddleback College and father of Diana Uhlman, Office of Community & Contract Education, Saddleback College.

**A. NEW PERSONNEL APPOINTMENTS** - Continued

7. 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>
Afshar-Hassini, Aram	Tutor/IVC	\$ 10.00/hr	05/27/08-06/30/08
Barrett, Alyson	Aquatic Aide/SC	9.00/hr	05/20/08-06/30/08
Beach, Michelle	Recreation Aide/SC	8.50/hr	05/15/08-06/30/08
Bertrand, Michael	Rec. Aide/SC	8.50/hr	05/08/08-06/30/08
Bindi, Kristina	Recreation Leader/SC	12.00/hr	05/27/08-06/30/08
Brown, Meghan	Aquatic Aide/SC	9.00/hr	05/16/08-06/30/08
Carter, Sommer	Clinical Specialist/SC	30.00/hr	05/15/08-06/30/08
Chase-Wagniere, Taylor	Recreation Leader/SC	12.00/hr	05/20/08-06/30/08
Connell, Andrew	Recreation Aide/SC	9.50/hr	05/15/08-06/30/08
Ebol, Anne Merielle	Recreation Leader/SC	12.00/hr	05/20/08-06/30/08
Geronimo, Alex	Sr. Lifeguard/SC	11.00/hr	05/27/08-06/30/08
Gilliam, Aaron	Recreation Aide/SC	8.50/hr	05/15/08-06/30/08
Grove, Hailey	Sr. Lifeguard/SC	11.00/hr	05/15/08-06/30/08
Hauck, James	CACT Education/ATEP	68.89/hr	05/15/08-06/30/08
Hazlett, Wesley	Recreation Leader/SC	10.50/hr	05/15/08-06/30/08
Heiken, Kevin	Recreation Leader/SC	11.50/hr	05/15/08-06/30/08
<sup>12</sup> Hetschel, Alyssa	Sr. Lifeguard/SC	10.50/hr	05/27/08-06/30/08
Hillis, Emily	Recreation Leader/SC	12.00/hr	05/15/08-06/30/08
<sup>13</sup> Holmes, Brooklin	Sr. Lifeguard/SC	10.50/hr	05/15/08-06/30/08
Huang, Ximeng	Rec. Aide/SC	8.50/hr	05/23/08-06/30/08
<sup>14</sup> Irwin, Megan	Recreation Aide/SC	8.50/hr	05/15/08-06/30/08
Iwata, Natsumi	Sr. Lifeguard/SC	10.50/hr	05/15/08-06/30/08
Konstant, Eugene	Comm. Ed./IVC	2500.00/cs <sup>15</sup>	05/08/08-06/30/08
Lawrence, David	Clinical Skills Spec./SC	30.00/hr	05/08/08-06/30/08
<sup>16</sup> Lawson, Hannah	Aquatic Aide/SC	9.00/hr	05/21/08-06/30/08
Machael, Jason	Clinical Specialist/SC	30.00/hr	05/15/08-06/30/08
Mackey, Marica	Aquatic Aide/SC	9.00/hr	05/15/08-06/30/08
Martin, Caroline	Recreation Leader/SC	11.50/hr	05/15/08-06/30/08
McGervey, Patrick	Recreation Aide/SC	8.50/hr	05/29/08-06/30/08
Mitchell, Lindsay	Sr. Lifeguard/SC	11.00/hr	05/15/08-06/30/08
Modes, Megan	Recreation Aide/SC	8.50/hr	05/29/08-06/30/08
Molina, Angela	Rec. Aide/IVC	8.50/hr	05/28/08-06/30/08
<sup>17</sup> Olsen, Sean	Recreation Leader/SC	14.00/hr	05/15/08-06/30/08
<sup>17</sup> Olsen, Timothy	Recreation Leader/SC	10.50/hr	05/15/08-06/30/08
<sup>18</sup> Pagal, Sloane	Recreation Aide/SC	8.50/hr	05/15/08-06/30/08
Pham, Jenny	Sr. Lifeguard/SC	11.00/hr	05/15/08-06/30/08
Pisano, Angela	Recreation Leader/SC	12.00/hr	05/15/08-06/30/08

<sup>12</sup> Sister of Nicole Hetschel, Senior Lifeguard, Office of Community Education, Saddleback College.

<sup>13</sup> Sister of Britnee Holmes, Substitute Administrative Assistant, Office of Instruction, Saddleback College.

<sup>14</sup> Daughter of Delores Irwin, Accounting Specialist, Office of Business Services, District.

<sup>15</sup> Per Course

<sup>16</sup> Sister of Andrew Lawson, Senior Lifeguard, Office of Community Education, Saddleback College.

<sup>17</sup> Sean and Timothy Olsen, Office of Community & Contract Education, Saddleback College, are brothers.

<sup>18</sup> Daughter of Earl Pagal, Risk Manager, Office of Human Resources, District.

**A. NEW PERSONNEL APPOINTMENTS - Continued**

7. 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>
Radmanesh, Haideh	Recreation Leader/SC	\$ 10.50/hr	05/15/08-06/30/08
Riccardi, Claire	Model/SC	22.00/hr	05/12/08-06/30/08
Rios, Maggie	Recreation Leader/SC	11.00/hr	05/15/08-06/30/08
Sadigh, Dorsa	Tutor/IVC	10.00/hr	05/19/08-06/30/08
Stevens, Bradley	Recreation Aide/SC	9.50/hr	05/15/08-06/30/08
Taschner, Catherine	Sr. Lifeguard/SC	11.50/hr	05/22/08-06/30/08
Theis, Jordan	Tutor/IVC	8.50/hr	05/21/08-06/30/08
<sup>11</sup> Uhlman, Diana	Recreation Leader/SC	11.00/hr	05/15/08-06/30/08
Varney, Rosemary	Community Education/SC	2500.00/cs	05/16/08-06/30/08
Westbrook, Aaron	Sr. Lifeguard/SC	12.50/hr	05/15/08-06/30/08
Williams, Natisha	Recreation Leader/SC	11.50/hr	05/15/08-06/30/08
Yunes, Omar	Sr. Lifeguard/SC	15.00/hr	05/21/08-06/30/08
Zitelli, Gregory	Tutor/IVC	10.00/hr	05/19/08-06/30/08

8. 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 **2008/2009** 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>
Afshar-Hassini, Aram	Tutor/IVC	\$ 10.00/hr	07/01/08-12/31/08
Arnold, Brenda	Comm. Ed./IVC	2500.00/cs	07/01/08-12/31/08
Barrett, Alyson	Aquatic Aide/SC	9.00/hr	07/01/08-12/31/08
Beach, Michelle	Recreation Aide/SC	8.50/hr	07/01/08-12/31/08
Becker, Paula	Comm. Ed./IVC	2500.00/cs	07/01/08-12/31/08
Bertrand, Michael	Rec. Aide/SC	8.50/hr	07/01/08-12/31/08
Bindi, Kristina	Recreation Leader/SC	12.00/hr	07/01/08-12/31/08
Brown, Meghan	Aquatic Aide/SC	9.00/hr	07/01/08-12/31/08
Carter, Sommer	Clinical Specialist/SC	30.00/hr	07/01/08-12/31/08
Chase-Wagniere, Taylor	Recreation Leader/SC	12.00/hr	07/01/08-12/31/08
Collas, Ivans	Comm. Ed./IVC	2500.00/cs	07/01/08-12/31/08
Connell, Andrew	Recreation Aide/SC	9.50/hr	07/01/08-12/31/08
Drew, John	Comm. Ed./IVC	2500.00/cs	07/01/08-12/31/08
Easley, MaryAnn	Comm. Ed./IVC	2500.00/cs	07/01/08-12/31/08
Ebol, Anne Merielle	Recreation Leader/SC	12.00/hr	07/01/08-12/31/08
Geronimo, Alex	Sr. Lifeguard/SC	11.00/hr	07/01/08-12/31/08
Gilliam, Aaron	Recreation Aide/SC	8.50/hr	07/01/08-12/31/08
Hannon, Karen	Interpreter IV/SC	25.00/hr	07/01/08-12/31/08
Hauck, James	CACT Educator/ATEP	68.89/hr	07/01/08-12/31/08

**A. NEW PERSONNEL APPOINTMENTS - Continued**

8. 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 **2008/2009** 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>
Hazlett, Wesley	Rec. Leader/SC	10.00/hr	07/01/08-12/31/08
Heiken, Kevin	Recreation Leader/SC	11.50/hr	07/01/08-12/31/08
Hillis, Emily	Recreation Leader/SC	12.00/hr	07/01/08-12/31/08
<sup>13</sup> Holmes, Brooklin	Sr. Lifeguard/SC	10.50/hr	07/01/08-12/31/08
<sup>14</sup> Irwin, Megan	Recreation Aide/SC	8.50/hr	07/01/08-12/31/08
Iwata, Natsumi	Sr. Lifeguard/SC	10.50/hr	07/01/08-12/31/08
Jhu, Candice	Tutor/SC	10.00/hr	07/01/08-12/31/08
Konstant, Eugene	Comm. Ed./IVC	2500.00/cs	07/01/08-12/31/08
Lawrence, David	Clinical Skills Spec./SC	30.00/hr	07/01/08-12/31/08
<sup>16</sup> Lawson, Hannah	Aquatic Aide/SC	9.00/hr	07/01/08-12/31/08
Machael, Jason	Clinical Specialist/SC	30.00/hr	07/01/08-12/31/08
Mackey, Marica	Aquatic Aide/SC	9.00/hr	07/01/08-12/31/08
Martin, Caroline	Recreation Leader/SC	11.50/hr	07/01/08-12/31/08
Mayville, Joseph	Recreation Aide/SC	8.50/hr	07/01/08-12/31/08
McGervey, Patrick	Recreation Aide/SC	8.50/hr	07/01/08-12/31/08
Mitchell, Lindsay	Sr. Lifeguard/SC	11.00/hr	07/01/08-12/31/08
Molina, Angela	Rec. Aide/IVC	8.50/hr	07/01/08-12/31/08
Nguyen, Phu	Tutor/SC	9.00/hr	07/01/08-12/31/08
<sup>17</sup> Olsen, Sean	Recreation Leader/SC	14.00/hr	07/01/08-12/31/08
<sup>17</sup> Olsen, Timothy	Recreation Leader/SC	10.50/hr	07/01/08-12/31/08
<sup>18</sup> Pagal, Sloane	Recreation Aide/SC	8.50/hr	07/01/08-06/30/09
Pham, Jenny	Sr. Lifeguard/SC	11.00/hr	07/01/08-12/31/08
Pisano, Angela	Recreation Leader/SC	12.00/hr	07/01/08-12/31/08
Radmanesh, Haideh	Recreation Leader/SC	10.50/hr	07/01/08-12/31/08
Riccardi, Claire	Model/SC	22.00/hr	07/01/08-12/31/08
Rios, Maggie	Recreation Leader/SC	11.00/hr	07/01/08-12/31/08
Sadigh, Dorsa	Tutor/IVC	10.00/hr	07/01/08-12/31/08
Samulski, Jana	Comm. Ed./IVC	2500.00/cs	07/01/08-12/31/08
Schiff, Maureen	Interpreter IV/SC	25.00/hr	07/01/08-12/31/08
Stevens, Bradley	Recreation Aide/SC	9.50/hr	07/01/08-12/31/08
Theis, Jordan	Tutor/IVC	8.50/hr	07/01/08-12/31/08
<sup>11</sup> Uhlman, Diana	Recreation Leader/SC	11.00/hr	07/01/08-12/31/08
Van Winkle, Shawna	Clinical Specialist/SC	30.00/hr	07/01/08-12/31/08
Varney, Rosemary	Community Education/SC	2500.00/cs	07/01/08-12/31/08
Westbrook, Aaron	Sr. Lifeguard/SC	12.50/hr	07/01/08-12/31/08
Williams, Natisha	Recreation Leader/SC	11.50/hr	07/01/08-12/31/08
Willis, Ursula	Tutor/SC	10.00/hr	07/01/08-12/31/08
Yunes, Omar	Sr. Lifeguard/SC	15.00/hr	07/01/08-12/31/08
Zitelli, Gregory	Tutor/IVC	10.00/hr	07/01/08-12/31/08

**B. AUTHORIZATION TO ELIMINATE CLASSIFIED POSITION AND/OR POSITION NUMBERS**

1. ACCOMPANIST, Pos #3489, Classified Bargaining Unit Salary Range 126, Division of Fine Arts, Saddleback College seeks authorization to eliminate this full-time, 30 hours per week, 10 months per year position, from its staff complement, effective July 1, 2008. (Position approved: February 27, 2006)
2. ADMINISTRATIVE ASSISTANT, Pos #3357, Classified Bargaining Unit Salary Range 121, International Students, Office of Student Services, Saddleback College, seeks authorization to eliminate this full-time, 40 hours per week, 12 month per year position from its staff complement, effective July 1, 2008.
3. HEALTH CENTER NURSE, Pos #3470, Classified Bargaining Unit Salary Range 135, Student Health Center, Office of Student Services, Saddleback College, seeks authorization to eliminate this part-time, 20 hours per week, 12 months per year position from its staff complement, effective June 25, 2008.

**C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION**

1. ACCOMPANIST, Classified Bargaining Unit Salary Range 126, Division of Fine Arts, Saddleback College seeks authorization to establish a full-time, 40 hours per week, 12 months per year position, to its staff complement, effective July 1, 2008. (Job Description, Attachment 1)
2. ADMISSIONS AND RECORDS EVALUATOR, Classified Bargaining Unit Salary Range 126, Office of Admissions, Records and Student Services, Saddleback College seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position, to its staff complement, effective June 25, 2008. (Job Description, Attachment 2)
3. HEALTH CENTER NURSE, Classified Bargaining Unit Salary Range 135, Student Health Center, Office of Student Services, Saddleback College, seeks authorization to establish and announce a part-time, 10 hours per week, 12 months per year position to its staff complement, effective June 25, 2008. (Job Description, Attachment 3)
4. HEALTH CENTER NURSE, Classified Bargaining Unit Salary Range 135, Student Health Center, Office of Student Services, Saddleback College, seeks authorization to establish and announce a part-time, 18 hours per week, 12 months per year position to its staff complement, effective June 25, 2008. (Job Description, Attachment 3)
5. PROGRAM ASSISTANT (Categorical funded), Classified Bargaining Unit Salary Range 118, Division of Counseling Services and Special Programs, Saddleback College, seeks authorization to establish and announce a full-time, 40 hours per week, 12 months per year position to its staff complement, effective June 25, 2008. This position is categorical funded by the Teachers Prep Pipeline Grant, with employment contingent upon the availability of these funds. (Job Description, Attachment 4)
6. PROGRAM ASSISTANT (Categorical funded), Classified Bargaining Unit Salary Range 118, Office of College Foundation, Saddleback College, seeks authorization to establish a part-time, 20 hours per week, 12 months per year position to its staff complement, effective June 25, 2008. This position is categorical funded by the Foundation program, with employment contingent upon the availability of these funds. (Job Description, Attachment 4)

**C. AUTHORIZATION TO ESTABLISH AND ANNOUNCE A CLASSIFIED POSITION – Continued**

7. PROGRAM ASSISTANT (Categorical funded), Classified Bargaining Unit Salary Range 118, Office of College Foundation, Saddleback College, seeks authorization to establish and announce a part-time, 15 hours per week, 12 months per year position to its staff complement, effective June 25, 2008. This position is categorical funded by the Foundation program, with employment contingent upon the availability of these funds. (Job Description, Attachment 4)
8. PROGRAM ASSISTANT (Categorical funded), Classified Bargaining Unit Salary Range 118, Office of College Foundation, Saddleback College, seeks authorization to establish and announce a part-time, 20 hours per week, 12 months per year position to its staff complement, effective June 25, 2008. This position is categorical funded by the Foundation program, with employment contingent upon the availability of these funds. (Job Description, Attachment 4)
9. PROGRAM ASSISTANT (Categorical funded), Classified Bargaining Unit Salary Range 118, Division of Health Sciences, Human Services and Emeritus Institute, Saddleback College, seeks authorization to establish and announce a part-time, 20 hours per week, 12 months per year position to its staff complement, effective June 25, 2008. This position is categorical funded by the Enrollment Growth, from September, 2008 through 2010, with employment contingent upon the availability of these funds. (Job Description, Attachment 4)

**D. AUTHORIZATION TO CHANGE A CLASSIFIED POSITION JOB DESCRIPTION**

1. The Division of Advanced Technology and Applied Sciences, Saddleback College, seeks authorization to change the following Classified Bargaining Unit job description:
  - A. Video Production Specialist (Job Description, Attachment 5)

**E. ASSIGNMENT FOR CATEGORICAL CONTRACT MANAGER**

1. TACKETT, EDWARD, ID #14541, is contract manager/term appointed as Advanced Technology Center Director, Division of Business Science, Workforce and Economic Development, Pos #3121, Classified Management Salary Schedule Range 07, Step 10, 40 hours per week for the period of July 1, 2008 through June 30, 2009. This categorical federal grant funded position was approved by the Board of Trustees on May 23, 2007 for a period of three (3) years only depending on the availability of funds from the National Science Foundation Rapid Tech Grant.

**F. CHANGE OF STATUS**

1. CLASSIFIED EMPLOYMENT (Information Items – Pursuant to Board Policy 4002.1)
  - A. AKERS, LEWIS, ID #3277, Laboratory Technician, Pos. #3216, Classified Bargaining Unit Salary Range 122, Step 6, 20 hours per week, 12 months per year, School of Mathematics, Life and Physical Sciences, Irvine Valley College, has been given an extension to temporary change in hours at 40 hours per week, effective July 1, 2008 through August 30, 2008.

**F. CHANGE OF STATUS - Continued**

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

- B. CHANG, DAVID, ID #11305, Admissions & Records Specialist III, Pos #3394, Office of Admissions and Records, Irvine Valley College, Classified Bargaining Unit Salary Range 122, Step 5, 40 hours per week, 12 months per year, is to be given a change of status to International Student Program Technician, Pos # 3776, International Students, Office of Admissions and Records, Irvine Valley College, Classified Bargaining Unit Salary Range 125, Step 5, 40 hours per week, 12 months per year, effective May 1, 2008. This is a new position approved by the Board of Trustees on August 27, 2007.
- C. KINDER, KENNETH, ID #15087, Laboratory Technician, Photography, Division of Fine Arts, Saddleback College, Classified Bargaining Unit Salary Range 122, Step 2, 20 hours per week, 10 months per year, is to be given a change of status to Senior Laboratory Technician, Photography, Pos #3324, Division of Fine Arts, Saddleback College, Classified Bargaining Unit Salary Range 130, Step 1, 29 hours per week, 11 months per year, effective May 27, 2008. This is a replacement position for Jon Longnecker.
- D. MAIN, DAUNE, ID #10949, Senior Administrative Assistant, Pos #3355, Division of Mathematics, Sciences and Engineering, Saddleback College, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year is to be given a change in status to Executive Assistant, Pos #3253, Office of Instruction, Irvine Valley College, Classified Bargaining Unit Salary Range 133, Step 4, 40 hours per week, 12 months per year, effective May 30, 2008. This is a replacement position for Jacqueline Franks, who received a change in status.
- E. O'MEARA, MICHAEL, ID #14715, Graphic Designer, ID #3484, Public Information, Office of the Chancellor, District, Classified Bargaining Unit Salary Range 130, Step 3, 30 hours per week, 12 months per year is to receive a temporary change in hours to 40 hours per week, pursuant to Article 7.3.2 of the C.S.E.A. contract, effective June 1, 2008 through September 30, 2008.
- F. PEREGRINE, GRETCHEN, ID #2492, Accompanist, Pos #3489, Division of Fine Arts, Saddleback College, Classified Bargaining Unit Salary Range 126, Step 6, 30 hours per week, 10 months per year, is to be given a permanent change in hours to 40 hours per week, 12 months per year, pursuant to Article 7.3.2 of the C.S.E.A. contract, effective July 1, 2008. This action is contingent upon the approval of items B1 and C1 of this agenda.
- G. ZIMBALIST, JACQUELINE, ID #14283, Human Resources Assistant, Pos #3464, Office of Human Resources, District, Classified Bargaining Unit Salary Range 121, Step 4, 40 hours per week, 12 months per year, is to be given a change in status to Administrative Assistant, Pos #3402, Purchasing, Office of Administrative and Business Services, District, Classified Bargaining Unit Salary Range 121, Step 4, 40 hours per week, 12 months per year, effective June 4, 2008. This is a replacement position for Carol Spencer, who retired.

**G. OUT OF CLASS ASSIGNMENTS**

1. BOSTWICK, TAMARA, ID #13397, Senior Administrative Assistant, Pos #3326, Classified Salary Range 127, Step 5, 40 hours per week, 12 months per year, Office of the President, Irvine Valley College, has been given a temporary change in status to Executive Assistant to the President, Classified Management Salary Range 04, Step 1, Office of the President, Irvine Valley College, effective for the period of June 13, 2007 through May 30, 2008. This was a temporary replacement for Marilyn Smith, who retired.
2. BRODET, MATTHEW, ID #10966, Lab Technician, Communication Arts, Pos #3333, Classified Bargaining Unit Salary Range 122, Step 6, 26 hours per week, 11 months per year, Division of Advanced Technology and Applied Sciences, Saddleback College, has been given a temporary change in assignment to Video Production Specialist, Pos #3338, Classified Bargaining Unit Salary Range 132, Step 2, 40 hours per week, Division of Advanced Technology and Applied Sciences, Saddleback College, effective June 2, 2008. This is a temporary reassignment for Paul Schramel, who is on leave.
3. LIU, JOE, ID #14512, given a temporary change in assignment to Admissions and Records Registrar, Pos #3010, Office of Admissions, Records and Student Services, Irvine Valley College to return to his permanent assignment as Senior Admissions and Records Specialist, Pos #3323, Classified Bargaining Unit Salary Range 126, Step 4, 40 hours per week, 12 months per year, Office of Admissions, Records and Student Services, Saddleback College, effective June 16, 2008.
4. MUCHIRAHONDO, DORIS, ID #9286, given a temporary change in assignment to Admissions and Records Specialist II, Pos #3228, Office of Admissions, Records and Student Services, Saddleback College to return to permanent assignment as Admissions and Records Specialist I, Pos #2930, Classified Bargaining Unit Salary Range 116, Step 6, 40 hours per week, 12 months per year, Office of Admissions, Records and Student Services, Saddleback College, effective June 16, 2008.
5. RAMIREZ, EVELIA, ID #7159, given a temporary change in assignment to Senior Admissions and Records Specialist, Pos #3323, Office of Admissions, Records and Student Services, Saddleback College to return to permanent assignment as Admissions and Records Specialist II, Pos #3228, Classified Bargaining Unit Salary Range 120, Step 6, 40 hours per week, 12 months per year, Office of Admissions, Records and Student Services, Saddleback College, effective June 16, 2008.
6. SAVIO, BELINDA, ID #11319, Executive Assistant to the Vice Chancellor, Pos #3162, Classified Management Salary Range 04, Step 3, 40 hours per week, 12 months per year, Office of Human Resources, District, has been given a temporary change in assignment to Executive Assistant to the Office of the President, Pos #3011, Classified Management Salary Range 04, Step 3, 40 hours per week, Office of the President, Irvine Valley College, effective June 2, 2008. This is a temporary reassignment for Marilyn Smith, who retired.
7. WANI, JENIFER, ID#13108, Office Assistant, Pos #3202, Classified Bargaining Unit Salary Range 113, Step 3, Learning Assistance Program, Office of Library Services, Irvine Valley College, 15 hours per week, 10 months per year is to be given a temporary change in hours to 20 hours per week, effective May 14, 2008 through June 30, 2008, pursuant to Article 7.3.1 of the CSEA contract.



**G. OUT OF CLASS ASSIGNMENTS - Continued**

8. ZAMORA, LUCINDA, ID #5533, Senior Administrative Assistant, Pos #3541, Classified Bargaining Unit Salary Range 127, Step 6, 40 hours per week, 12 months per year, Office of the President, Saddleback College, has been given a temporary change in assignment to Executive Assistant to the Office of the President, Pos #3881, Classified Management Salary Range 04, Step 5, 40 hours per week, Office of the President, Saddleback College, effective May 27, 2008. This is a temporary reassignment for Sophie Miller, who is on leave.

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

1. JOHNSON, DAVID, ID #15985, Interim Director of Student Development, Pos #3831, Office of Student Development, Saddleback College, Classified Management Salary Range 07, Step 1, temporary assignment ended, conclusion of employment effective June 13, 2008. (Temporary Hire date: January 2, 2008)
2. LINDAHL, GLENDA, ID#10257, Senior Admissions and Records Specialist, Pos #3320, Office of Admissions, Records and Enrollment Services, Saddleback College, resignation effective June 30, 2008 and retirement July 1, 2008. Payment is authorized for any compensated time off. (Initial Hire date: September 27, 1999; Permanent Hire date: March 27, 2001)
3. SARRO, JOYCE, ID#5028, Administrative Assistant, Pos #3330, Child Development Center, Office of Student Services, Saddleback College, resignation effective July 31, 2008 and retirement August 1, 2008. Payment is authorized for any compensated time off. (Start date: February 20, 1992)

**I. VOLUNTEERS**

1. The following individuals are to be approved as Volunteers for the **2007/2008** academic year.

Communication Arts, Advanced Technology and Applied Science, Saddleback College  
Dannelley, Taylor      Toth, Samantha

Fine Arts, Saddleback College

Addis, Chalize	Amini, Elias	Beck, Natasha	Brady, Rachel
Bremer, Avra	Campos, Diana	Copley, Cari	Costa, Chris
Curran, Mollie	Curran, Rosie	Dellerba, Karen	Dickmann, Kaitlin
Dickmann, Patricia	Dorsey, Addie	Dorsey, Brooke	Dorsey, Rima
Fiore, Carol	Frey, Austin	Gallagher, Sara	Geloso, Kristy
Gieselman, Dana	Gieselman, Mary	Halloran, Dianne	Halloran, Kaitlin
Hannula, Kathy	Hatch, Carolyn	Hatch, Lisa	Hinkle, Matthew
Jansen, Juliette	Jansen, Sabrina	Johnson, Carol	Johnson, Maggie
Johnson, Matt	Jung, Matt	Kilbarger, Wade	Laude, Megan
Lee, Alexander	Mandala, Alexandra	Mandala, Linda	Morrissey, Ashleigh
Morrissey, Stephanie	Naval, Denisse	Newman, Amanda	Patterson, Anita
Quezada, Eddie	Ritter, Karen	Root, Kim	Saguin, Fredric
Stamos, Alexia	Stamos, Stephanie	Stamos, Suzanne	Vallone, Tyler
Vasquez, Aubree	Vasquez, Pam	Vizcaino, Bryan	Walker, Helena
Wysocki, Heather			

## **I. VOLUNTEERS**

1. The following individuals are to be approved as Volunteers for the **2007/2008** academic year.

Division of Business Sciences, Vocational Education & Workforce Dev., Saddleback College  
Weber, Dan

Learning Assistance Program, Liberal Arts and Learning Resources, Saddleback College  
Frega, Nicolas                      Sato, Motoji

Music, School of Fine Arts, Irvine Valley College  
Huang, Hsuan-Hui      Raen, Hila                      Rulagola, Neema

Office of Fiscal Services, Irvine Valley College  
Nawabi, Masood

2. The following individuals are to be approved as Volunteers for the **2008/2009** academic year.

Communication Arts, Advanced Technology and Applied Science, Saddleback College  
Dannelley, Taylor      Toth, Samantha

Division of Business Sciences, Vocational Education & Workforce Dev., Saddleback College  
Weber, Dan

Health and Wellness Center, Office of Student Services, Irvine Valley College  
Arn, Michael                      Fekrat, Marco                      Ashley, Howe                      Waltz, Jasmine

Office of Fiscal Services, Irvine Valley College  
Nawabi, Masood

School of Life Sciences, Irvine Valley College  
Stevens, Deborah

School of Physical Sciences, Irvine Valley College  
Anderson, Kathy                      Dunkie, Glenn                      Ikeda, Nancy      Nakamura, Gary  
Newkirk, Jose                      Stinson, Amy

**ATTACHMENT 1**

South Orange County Community College District

**ACCOMPANIST – Classified Bargaining Unit Salary Range 126**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

**SUMMARY DESCRIPTION**

Under direction from higher level academic and administrative staff, provides accompaniment for music instructional classes, recitals, concerts and other special events; and assists individual students in improving musical skills.

**REPRESENTATIVE DUTIES**

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Provide accompaniment and general instruction to students in voice and music classes, and choral ensembles; accompany choral concerts, festivals and music recitals.
2. Schedule appointments with individual students for vocal and instrumental coaching; reinforce techniques taught in class; teach songs and basic musicianship.
3. Accompany rehearsals as requested; sight read accompaniments in rehearsals; improvise and transpose music to other keys to fit the vocal range of individual students.
4. Record accompaniments and/or vocal parts on student practice tapes for outside rehearsal.
5. Instruct students in the interpretation of various musical styles; coach students in proper diction for songs in foreign languages.
6. Assist students regarding class assignments; advise students in course offerings and selections; find and obtain music for students as requested.
7. Respond to inquiries and requests for information from students, faculty and staff regarding concerts, recitals and other events.
8. Provide musical assistance at a variety of times and locations, as schedules and performances dictate.
9. May lead vocal warm-ups and sectional rehearsals as requested.
10. Perform open score reading as necessary.
11. 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:**

Methods and techniques of piano accompaniment for a variety of music and musical application.  
Principles and practices of sight reading for piano accompaniment.  
Vocal and instrumental repertoire and technique.  
Music theory, including harmony and notation.  
Proper diction and understanding of foreign languages.

**Ability to:**

Play advanced piano pieces.  
Explain and instruct students on theoretical concepts and musical techniques.  
Sight-read a variety of music.

## **QUALIFICATIONS**

### **Ability to:**

Play music in a variety of different keys.

Follow vocalist/instrumentalist in rehearsals and performance.

Work with and exhibit sensitivity to and understanding of the varied racial, ethnic, cultural, sexual orientation, academic, socio-economic, and disabled populations of community college students.

Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

## **EDUCATION AND EXPERIENCE GUIDELINES**

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

### **Education/Training:**

Equivalent to a Bachelor's degree from an accredited college or university with major course work in music or a related field.

### **Experience:**

Two years of experience in piano accompaniment and music assistance.

## **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 classroom setting.

### **Physical:**

Primary functions require sufficient physical ability and mobility to work in a classroom setting; to sit with sustained posture or intense attentiveness for prolonged periods of time; to play a piano requiring repetitive hand movement and finger dexterity; 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.

**ATTACHMENT 2**

South Orange County Community College District

**ADMISSIONS AND RECORDS EVALUATOR – Classified Bargaining Unit Salary Range 126**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

**SUMMARY DESCRIPTION**

Under direction from assigned supervisory or management staff, performs a variety of advanced level technical duties in support of Admissions and Records program activities including evaluation of transcripts and other Admissions & Records Specialist and Senior Admission & Records Specialist duties as assigned; prepares a variety of records and reports; and responds to difficult questions and requests for information from students, staff, and the general public received by phone, e-mail, or in-person.

**DISTINGUISHING CHARACTERISTICS**

This is an advanced journey level class in the Admissions and Records Specialist series. Positions at this level are distinguished from other classes within the series by the level of responsibility assumed and the complexity of duties assigned. Employees perform the most difficult and responsible types of duties assigned to classes within this series including evaluating transcripts. Employees at this level are required to be fully trained in all procedures related to assigned area of responsibility.

**REPRESENTATIVE DUTIES**

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Provide customer service; address and provide solutions to customer problems and concerns; respond to questions and requests from students and the general public; serve as technical resource; provide information regarding admissions and records procedures and functions.
2. Evaluate student academic records for compliance with eligibility for transfer credit to the appropriate CSU and/or UC system including certification requirements that may be fulfilled by completing general education certification pattern or Intersegmental General Education Transfer Curriculum (IGETC) transfer pattern in alignment with articulation agreements.
3. Evaluate student academic records in compliance with District policy and the state education code with respect to Title V for students seeking Associate Degree, Certificate of Achievement, Certificate of Competency, and other degrees/certificates.
4. Evaluate and research a multiple of transcripts/documents from other institutions; interpret, equate equivalencies, and determine course content for degrees and patterns to ensure compliance with articulation Title V specifications.
5. Review waiver/substitution petition forms for course accuracy and compliance with board policies of curriculum; receive and process petitions for evaluation for vocational certification; screen applications and send acceptance or denial correspondence.
6. Evaluate nursing applications for entrance into nursing program; ensure compliance with state board mandates, college curriculum, and documentation assessment; coordinate and maintain communications with Board of Registered Nursing regarding updates and changes of policies.
7. Interpret, advise, and assist faculty, administrators, and students in the evaluation of proper courses required for graduation, general education, vocational certificates, certificate of competency, registered nursing program, occupational skills awards, and other programs offered; provide assistance in other evaluation-related issues including course content, equivalencies, course requirements, and course substitutions.

South Orange County Community College District  
Page 2 - Admissions and Records Evaluator

**REPRESENTATIVE DUTIES**

8. Verify eligibility and credit attained for classes completed by exam or advanced placement.
9. Advise students and faculty of course waivers or substitutions; advise counselors regarding student records; make appropriate recommendations including plan of corrective action.
10. Advise faculty, administrators, and counselors from other colleges and universities outside of the District and/or state regarding course transfers and acceptability including course equivalencies and course content requirements.
11. Research applicability of courses from private, independent, in-state, and out-of-state colleges and universities to ensure state and local requirements are met; research appropriate transfer courses for CSU GEC, UC IGETC, and CSU IGETC certification from other institutions; research and document the accreditation for colleges/universities.
12. Maintain appropriate documentation and records; compile and maintain copies of appropriate information; enter information into appropriate database.
13. Analyze illegal repeat report; recommend student to be dropped from classes.
14. Perform a full range of Admissions and Records Specialist and Senior Admissions & Records Specialist duties and responsibilities as required in support of office operations and activities.
15. Compute statistical data; compile and prepare various reports and lists.
16. Interview, recommend the hiring of, train and supervise staff and student assistants.
17. Prepare procedural manuals; update procedural manual with changes made to programs and new office requirements; provide recommendations for changes in operations and procedures.
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 an Admissions and Records program area.

Principles of lead supervision and training.

Pertinent federal, state, and local laws, codes, and regulations including applicable sections of the state education code.

District policies and requirements regarding admissions and records, transcript evaluation, transfer of credit units, appeal resolution, and general evaluation and transfer requirements.

Requirements for CSU and IGETC CSU/UC certification requirements.

Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.

Principles, practices, and procedures of record keeping.

Business letter writing and basic report preparation.

Methods and standards used in processing College paperwork.

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

Principles and techniques used in public relations including methods and techniques of proper counter, receptionist, and telephone etiquette.

Basic mathematical concepts.

Basic accounting procedures.

Work organization principles and practices.

English usage, grammar, spelling, punctuation, and vocabulary.

South Orange County Community College District  
Page 3 - Admissions and Records Evaluator

**QUALIFICATIONS**

**Ability to:**

Understand the organization and operation of the assigned Admissions and Records functional area as necessary to assume assigned responsibilities.

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

*Independently perform the most difficult specialized office support, clerical, and technical duties and activities of a general and specialized nature in support of the assigned Admissions and Records functions.*

Lead, organize, and review the work of assigned staff.

Evaluate and analyze course work to meet requirements for AA/AS degree and/or certifications.

Evaluate transcripts according to District policies in order to determine equivalencies.

Research and evaluate information.

Analyze problems and identify alternative solutions.

Exercise initiative and sound judgment in solving difficult and complex administrative and technical problems within established procedural guidelines.

Develop recommendations for problematic areas and implement and monitor changes.

Respond to requests and inquiries from students, staff, or the general public; effectively present information in person or on the telephone to students, staff, or the public.

*Resolve conflicts and deal effectively with difficult people.*

Use sound judgment in recognizing scope of authority.

Type or enter data at a speed necessary for successful job performance.

Maintain filing and record-keeping 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 supplemented by specialized clerical or office related training or course work.

**Experience:**

Three years of increasingly responsible technical and clerical experience related to admissions and records functions.

South Orange County Community College District  
Page 4 - Admissions and Records Evaluator

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

**Environment:**

Work is performed primarily in a standard office setting. Duties are typically performed at a desk or computer terminal; subject to noise from office equipment operation; frequent interruptions and contact in person and on the telephone with students, academic and classified staff, and others. At least minimal environmental controls are in place to assure health and comfort.

**Physical:**

Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

**Vision:**

See in the normal visual range with or without correction.

**Hearing:**

Hear in the normal audio range with or without correction.

Johnson & Associates - June, 2005  
Board of Trustees Approved – February 27, 2006



**ATTACHMENT 3**

South Orange County Community College District

**HEALTH CENTER NURSE – Classified Bargaining Unit Salary Range 135**

Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are not intended to reflect all duties performed within the job.

**SUMMARY DESCRIPTION**

Under general supervision from the Director of the Student Health Center, performs a variety of clinical skills in health assessment, triage, nursing diagnosis and treatment, counseling and referral in the delivery of episodic health care and promotion; works with a team of registered nurses, part-time physicians and clinical psychologists; and provides a variety of medical assistance to faculty, students and staff relative to assigned area of responsibility.

**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. Determine and provide appropriate treatment of common acute illnesses, first aid and urgent care injuries; provide emergency medical and crisis intervention care to students, staff and visitors as needed.
2. Perform direct clinical assessments and evaluations and establish acuity of health condition; provide health education and counseling on a wide variety of topics to students; triage and refer students to appropriate health care provider for definitive care of chronic, serious and suspicious health complaints.
3. Conduct common screening tests including visual acuity, audiometry, electrocardiography, pulse oximetry and vital sign measurements.
4. Assist in diagnostic tests such as venipuncture, collection and preparation of patient specimens as directed by the Student Health Center Physician; place laboratory specimens in lock box for after hours pickup as necessary.
5. Maintain various reports and records related to the Student Health Center including nursing procedures and accident insurance eligibility forms; review medical and psychotherapy records for completeness and accuracy; file reports and records.
6. Monitor and maintain appropriate levels of medical supplies and medications; package medications in single doses and place in labeled envelopes; destroy outdated supplies and medications; secure medication and supply areas at the end of the day; inform Director of needed replenishments of supplies, medication or equipment.
7. Receive and record medical supplies and special orders; safely store all items in appropriate designated areas; maintain documentation of vaccines received and notify Director of any missing items.
8. Assume responsibility for cleaning and maintaining examination rooms and equipment; clean counter surfaces and canisters; restock exam rooms with appropriate supplies and health information.
9. Sterilize instruments following established autoclave manufacturer guidelines; perform monthly maintenance on autoclave equipment.
10. Monitor campus police radio for campus emergencies and respond as needed.
11. Monitor a variety of patient handouts to ensure sufficient quantities; instruct office staff to photocopy documents as needed; reorganize and restock health information pamphlets in reception area.

South Orange County Community College District  
Page 2 - Health Center Nurse

**REPRESENTATIVE DUTIES**

12. Compile semester statistics according to current requirements; input data into appropriate computer file.
13. Attend meetings and conferences relative to student health as directed.
14. 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:**

Current techniques and practices in advanced first aid and cardiopulmonary resuscitation.

General nursing skills required of a Registered Nurse.

A wide variety of health issues such as nutrition, stress management, reproductive health, mental health, communicable diseases, alcohol and substance abuse.

Assessment techniques and nursing interventions for chronic and acute physical, mental, social and emotional problems.

Local health and human care resources.

Principles and procedures of record keeping and filing.

**Ability to:**

Correctly assess the severity of and adopt an efficient and effective course of action for illnesses, injuries and emergencies.

Provide accurate health information to students, faculty and staff.

Refer patients to appropriate health care provider for definitive care of chronic, serious and suspicious health complaints.

Maintain control in emergency health care situations.

Exercise good judgment and maintain confidentiality in maintaining critical and sensitive information, records, and reports.

Perform basic statistical calculations. Monitor and maintain appropriate levels of medical supplies and medications.

Understand oral and written directions.

Work independently with minimal supervision.

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:**

An Associate Degree from an accredited college or university with major course work in Nursing or completion of educational coursework leading to licensure as a Registered Nurse in the State of California. BSN or higher in Professional Nursing and Public Health Certification preferred.

**Experience:**

*Three years of experience as a clinician in a school/college, community health, acute/urgent or emergency care setting.*

South Orange County Community College District  
Page 3 - Health Center Nurse

**License or Certificate:**

Possession of a valid Registered Nurse license issued by the Board of Nurse Examiners of the State of California Board of Nursing Education and Nurse Registration.

Possession of a valid CPR/AED (Cardiopulmonary Resuscitation/Automatic External Defibrillation) Certificate.

**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 clinic. Occasional response to any on-campus site during clear or inclement weather. Exposure to communicable diseases and other illnesses.

**Physical:**

Primary functions require sufficient physical ability and mobility to work in a clinical 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 assist in lifting or moving patients; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

**Vision:**

See in the normal visual range with or without correction.

**Hearing:**

Hear in the normal audio range with or without correction.

Johnson & Associates - June, 2005  
Board of Trustees Approved – February 27, 2006

**ATTACHMENT 4**

South Orange County Community College District

**PROGRAM ASSISTANT – CATEGORICAL FUNDED – Classified Salary Range 118**

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, provides word processing and other computer operation services in support of the assigned grant funded program; performs a variety of administrative office support duties of a general or specialized nature; and provides information and assistance to students, faculty, staff, and the general public. May provide training and work direction to student workers if assigned.

**DISTINGUISHING CHARACTERISTICS**

This class is distinguished 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 word processing and other administrative support functions that further the goals of the grant program and support division-wide activities and duties.

**REPRESENTATIVE DUTIES**

The following duties are typical for this classification. Incumbents may not perform all of the listed duties and/or may be required to perform additional or different duties from those set forth below to address business needs and changing business practices.

1. Provide word processing and other computer operation services in support of the assigned grant funded program; produce letters, manuals, syllabi, handbooks, course materials, board agendas, position announcements and reports; create and maintain originals of documents; distribute finished materials as appropriate.
2. Participate in preparing a variety of required and comprehensive reports within the assigned grant funded area.
3. 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.
4. Follow up on registration problems for the assigned grant funded area; respond to questions and inquiries from students regarding registration guidelines and procedures.
5. Provide assistance to students and staff in the orientation process; attend orientation meetings, collect student paperwork, make copies of documents as necessary and respond to questions and inquiries.
6. Proctor tests to students within the program; inform students of directions; maintain a quiet testing environment for students, and ensure security of test materials; maintain confidentiality of confidential and/or sensitive matters with regard to test proctoring.
7. 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.
8. Design, develop and prepare a variety of graphics, brochures, flyers, charts and other documents utilizing desktop publishing hardware and software

South Orange County Community College District  
Page 2 - Program Assistant – Categorical Funded

**REPRESENTATIVE DUTIES**

9. 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.
10. Provide program information to students and faculty; assist in preparing program materials; receive, sort, and deliver materials.
11. 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.  
Current word processing, spreadsheet and database programs, methods, and techniques.  
Basic principles of business letter writing and basic report preparation.  
Methods and standards used in processing College paperwork.  
Principles and practices used to establish and maintain files and information retrieval systems.  
Basic principles and techniques used in public relations including methods and techniques of proper receptionist and telephone etiquette.  
Principles and practices of public relations.  
Work organization principles and practices.  
English usage, grammar, spelling, punctuation, and vocabulary.

**Ability to:**

Understand the organization and operation of the assigned program area as necessary to assume assigned responsibilities.  
Understand, interpret, and apply general administrative and office policies and procedures.  
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.  
Proctor tests and examinations, maintaining confidentiality of information.  
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.

South Orange County Community College District  
Page 3 - Program Assistant – Categorical Funded

### **QUALIFICATIONS**

#### **Ability to:**

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. Completion of college level course work in business administration or a related field is highly desirable.

#### **Experience:**

Two years of specialized clerical or office experience preferably involving extensive public contact.

#### **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

June 24, 2008

**ATTACHMENT 5**

South Orange County Community College District

**VIDEO PRODUCTION SPECIALIST – Classified Bargaining Unit Salary Range 132**

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 supervisory and/or management staff, organizes, coordinates, and participates with assigned staff and students in a variety of technical activities involved in the production and/or broadcasting of televised programs; assists in program development; programs the college's cable channel as assigned; writes, produces, and directs video programming; creates digital images for inclusion in the college's bulletin board service on the cable channel; serves as liaison with Board Members, the Chancellor, College President, faculty members, support staff, outside agencies, and members of the community; operates and maintains a variety of television equipment; researches and advises staff and faculty on equipment and computer hardware and software needed to remain current with digital and high definition technology as well as production equipment; coordinates and maintains teleconference activities; meets with the faculty and staff to clarify needs and determine technical equipment, support personnel as related to student instruction, and timetables necessary for student films; assists and coordinates with faculty and students as related to all productions, activities, and events in a classroom setting; provides direct instructional assistance and support to the Communication Arts faculty in a classroom setting and supervises students under the direction of the faculty; and performs a variety of technical tasks relative to assigned area of responsibility.

**DISTINGUISHING CHARACTERISTICS**

This is a journey level class where employees are expected to perform difficult and responsible types of duties with a high degree of independence, including producing, writing, and directing video programming for the District and/or assigned college. Employees are responsible for assisting faculty in developing programs for classroom use with current delivery methods. Employees may serve as a lead worker on assigned projects and are required to be fully trained in all procedures related to assigned area of responsibility.

**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. *Oversee and coordinate with assigned staff and students the laboratory classes of production, direction, and broadcasting of meetings and televised programs including talk shows, travel shows, magazine format shows, educational shows, and others.*
2. *Plan, organize and review the work of students and assigned staff; ensure that deadlines are met and the products meet client needs; review technical quality of programs and make recommendations for improvements; ensure program content is in compliance with established regulations and licensee standards.*
3. *Train and provide work direction to assigned staff, students and student workers regarding the operation of video and audio equipment and software used to produce television programs in a classroom setting under the direction of an instructor.*

South Orange County Community College District  
Page 2 - Video Production Specialist

**REPRESENTATIVE DUTIES**

4. Assist in recommending goals and objectives and develop policies and procedures for television production; develop, prepare and monitor budgets; research new and emerging technological advancements and recommend purchases in accordance with established policies and budget constraints.
5. Advise faculty, students, and administrative staff on available media production services and equipment capabilities; assist in developing programs and projects that meet their needs, goals and objectives.
6. Direct broadcasting of telecourses and informational materials aired on the cable channel with assistance from assigned staff and students; respond to questions and troubleshoot problems and malfunctions; coordinate media production requests with students, staff and departments.
7. Direct and participate with students and assigned staff during productions in TV Studio and requested media products; produce, write, and direct video for distribution via cable or internet; oversee personnel and subjects involved in productions; respond to questions from clients; meet with the faculty and staff to clarify needs and determine technical equipment, support personnel as related to student involvement, and timetables necessary to student films; assist and coordinate with faculty and students as related to all productions, activities, and events in a classroom setting; provide direct instructional assistance and support to the Communication Arts faculty in a classroom setting and supervise students under the direction of the faculty.
8. Participate with faculty and staff in the creation of pages and/or digital still images for placement on the cable channel as assigned.
9. Write program schedule for cable channel including insertion of tapes and digital format; ensure timely airing of all instructional programs for students.
10. As assigned, ensure that videos produced are closed captioned.
11. Participate with students and staff in the operation and maintenance of a variety of equipment including cameras, monitors, control units, editors, lighting and other equipment; demonstrate proper use and operation of equipment; recommend major equipment repair and replacement; provide direct instructional assistance and support to the students under the direction of the faculty.
12. Accompany students on field assignments and operate camera during news reporting; assist in other field productions as necessary; provide direct instructional assistance and support to the students under the direction of the faculty.
13. Maintain accurate inventory of media equipment; schedule equipment use; record loaned and borrowed equipment; ensure proper condition upon return; maintain inventory records.
14. Assist in purchasing equipment and supplies as assigned; research products; create requisitions; coordinate purchases with other divisions including purchasing, accounting, and warehouse; work with vendors in the acquisition of equipment, computer hardware and software.
15. Attend and participate in professional group meetings; review publications, journals and literature to stay abreast of changing communication technologies and philosophies related to assigned area of responsibility.
16. Serve as liaison with Board Members, the Chancellor, the College President, faculty members, support staff, outside agencies, and members of the community; respond to questions and inquiries; provide information within the area of assignment; resolve complaints in an efficient and timely manner.
17. Coordinate the receiving and/or delivering of broadcast programs to and from other entities.



South Orange County Community College District  
Page 3 - Video Production Specialist

**REPRESENTATIVE DUTIES**

18. Maintain and update the television schedule, website, and other publications as necessary.
19. Assist faculty in the instructional program including creation of class schedules with room use and equipment requirements to be considered.
20. 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:**

Communications and media technologies, including the various systems and procedures related to television broadcasting.  
Professional media and communications standards.  
Principles and practices of television journalism production.  
Principles and practices of broadcasting and video standards.  
Methods, techniques, and equipment used in the production of television programming.  
Principles of directing live video productions.  
Principles for the creation and manipulation of two and three dimensional images.  
Operational characteristics of television equipment used in the area of assignment.  
Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.  
Principles and practices of training and providing work direction to students and assigned staff.  
Budget preparation and monitoring.  
Pertinent federal, state, and local laws, codes, and regulations.

**Ability to:**

Research, write, produce and direct a variety of televised programs.  
Organize and coordinate broadcasting activities and ensure optimum use of equipment and facilities.  
Operate a variety of equipment involved in television productions.  
Edit videotapes.  
Create and manipulate two and three dimensional images.  
Create high quality DVDs including the use of chapters.  
Train and provide work direction to other staff and students.  
Assign and review the work of assigned production and technical staff and students.  
Respond to critical broadcast problems after normal working hours.  
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.  
Prepare and administer budgets.  
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.

South Orange County Community College District  
Page 4 - Video Production Specialist

**EDUCATION AND EXPERIENCE GUIDELINES**

Any combination of education and experience that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

**Education/Training:**

Equivalent to a Bachelor's degree from an accredited college or university with major course work in communications, broadcasting or a related field.

**Experience:**

Three years of increasingly responsible television program development and equipment operation experience.

**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 indoor and outdoor environments; travel from site to site; work at heights on scaffolding and ladders; exposure to noise, dust, radiant and electrical energy 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; At least minimal environmental controls to assure health and comfort. Positions may be required to work evenings and weekends.

**Physical:**

Primary functions require sufficient physical ability and mobility to work in indoor and outdoor environments; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

**Vision:**

See in the normal visual range with or without correction.

**Hearing:**

Hear in the normal audio range with or without correction.

Updated by Johnson and Associate, June, 2008

**TO:** Board of Trustees

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

**RE:** SOCCCD: Basic Aid Report

**ACTION:** Information

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### **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 6/23/08 Total Approved Projects are equal to Total Basic Aid Estimated Receipts of \$257.8M. EXHIBIT B shows actual and estimated expenditures for Basic Aid Funds through the 2008/2009 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 2008/2009.

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	\$44,882,034
2009 – 2010	\$45,996,258
2010 – 2011	\$45,306,046
2011 – 2012	\$44,590,568

**South Orange County Community College District  
Board Approved Basic Aid Project Distribution  
As of June 23, 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>\$257,813,653</b>
							<b>Uncommitted Basic Aid Funds</b>	<b>\$0</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/Temp Bldgs		\$15,034,576				\$15,034,576
ATEP Building Demolition		\$7,000,000				\$7,000,000
ATEP Hangar & Chapel Utilities		\$1,000,000				\$1,000,000
ATEP Site Development Negotiations		\$1,250,000				\$1,250,000
ATEP Development		\$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				\$830,000		\$830,000
*IVC Fine Arts Building				\$3,200,000		\$3,200,000
IVC Floor Repairs				\$62,500		\$62,500
*IVC Life Sciences Project				\$7,468,000		\$7,468,000
IVC Lot Expansion and Phase 1 of Lot 6/Barranca Entrance				\$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				\$6,980,000		\$6,980,000
IVC A-300 Building Remodel				\$2,481,000		\$2,481,000
IVC Early College Program				\$60,000		\$60,000
SC M/S/E Bldg, Soil, & Slab Repairs					\$2,337,000	\$2,337,000
SC M/S/E Plaza Repair					\$2,300,000	\$2,300,000
SC Building Repairs TAS Building					\$1,956,000	\$1,956,000
**SC Building Repairs/Library Remodel					\$4,869,000	\$4,869,000
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 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 Facilites					\$7,269,285	\$7,269,285
SC McKinney Theater Restroom Remodel					\$2,542,000	\$2,542,000
SC Loop Road					\$2,100,000	\$2,100,000
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 Legislative Advocacy Services - Basic Aid	\$120,000					\$120,000
SOCCCD Enrollment Mgmt, Mktg, Outreach & Recruitment Efforts	\$329,830					\$329,830
<b>Total Approved Projects</b>	<b>\$40,173,707</b>	<b>\$33,688,533</b>	<b>\$25,783,932</b>	<b>\$74,238,747</b>	<b>\$83,928,734</b>	<b>\$257,813,653</b>

**South Orange County Community College District  
Expenditure History for Approved Projects**

Project Description	Approved Amount	1999/01 Actual	2001/02 Actual	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Estimated	2008/09 2009/10 Estimated	Total	Project Balance
2004/05 College Scheduled Maintenance Projects	1,000,000					381,124	272,888	233,574	112,414	-	1,000,000	-
2004/05 Technology Needs for IVC, SC, & District	3,548,415					2,394,995	1,140,549	6,255	6,616	-	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						438,461	41,503	462,036	-	942,000	-
2005/06 College Scheduled Maintenance Projects	1,000,000						627,311	197,753	174,935	-	1,000,000	-
2005/06 Technology Needs for IVC, SC & District	3,324,203						2,440,234	856,093	27,877	-	3,324,203	-
2006/07 Technology Needs for IVC, SC & District	4,395,000							2,316,478	2,078,522	-	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	706,587	1,119,887	2,480,502	-	4,553,957	-
ATEP Staffing, Equipment, Program Development	4,000,000								4,000,000	-	4,000,000	-
ATEP Renovation	15,034,578				370,243	630,096	1,035,239	3,838,068	2,287,337	6,873,593	15,034,578	-
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	1,250,000								737,934	500,000	1,250,000	-
ATEP Development	750,000									750,000	750,000	-
College/District Contributions for Debt Retirement - COPS	4,380,701					1,543,653	1,351,330	1,485,718			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						25,860	981,852	9,174,287		10,182,000	-
IVC Design and Install Entrances from Barranca	830,000						9,950		720,050	100,000	830,000	-
IVC Fine Arts Building	3,200,000									3,200,000	3,200,000	-
IVC Floor Repairs	62,500					57,458	882		4,160		62,500	-
IVC Life Sciences Project	7,468,000								1,363,000	6,105,000	7,468,000	-
IVC Lot Expansion and Phase 1 of Lot 6	1,480,000					1,500	222,418	1,183,432	72,650		1,480,000	-
IVC Maintenance and Police Facility	4,575,000					90,046	1,575,308	1,412,747	1,496,899		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	10,727,931	1,534,976		17,180,000	-
IVC Science Equip & TV Studio	500,000	215,161	234,559	21,303	21,791	7,186					500,000	-
IVC Sports Facilities	896,000	20,671	875,328								896,000	-
IVC Utility Service Project	416,000						125,332	220,576	70,093		416,000	-
IVC Remove/Relocate IVC Maint., Police, Whse. & A-500 Bldgs	514,000						35,700	413,103	65,196		514,000	-
IVC Modular Bldg Replacement (CEC)	200,000							200,000			200,000	-
IVC Science Lab Addition & Remodel	6,980,000							276,823	5,203,177	1,500,000	6,980,000	-
IVC A-300 Bldg Remodel	2,481,000							49,177	2,431,823		2,481,000	-
IVC Early College Program	60,000							60,000			60,000	-
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				1,890,089	1,831,550	2,014,705	3,051,968			8,588,310	-
Retiree Benefit Current Year Service Liability	10,500,000								10,500,000		10,500,000	-
SC M/S/E Bldg, Soil, & Stab Repairs	2,337,000					57,748		9,684	2,269,568		2,337,000	-
SC M/S/E Plaza Repairs	2,300,000									2,300,000	2,300,000	-
SC Building Repairs - TAS Building	1,956,000					26,775	97,135	28,465	1,803,624		1,956,000	-
SC Building Repairs - Library Remodel	4,869,000				40,000	37,892		48,725	4,742,383		4,869,000	-
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 Golf Driving Range Net Replacement	300,000						1,800	43,400	254,800		300,000	-
SC Health Science/District Office Building	15,257,000		15,888	728,996	6,411,204	7,887,463	189,994	5,096	18,359		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				48,200	1,286,800					1,335,000	-
SC Mold Abatement and Air Quality Improvements	9,006,000						682,740	3,735,824	4,587,636		9,006,000	-
SC Science Building (M/S/E Annex)	2,689,300							29,595	2,659,705		2,689,300	-
SC Science Equip & TV Studio	500,000	126,720	245,745	124,942	2,501	92					500,000	-
SC Science/Applied Science Bldg	14,850					14,850					14,850	-
SC Sports Facilities	817,310	229,943	432,378	60,340	55,964	26,695	11,990				817,310	-
SC Temporary Classroom Facilities	7,269,285					714	3,729,338	3,341,007	198,226		7,269,285	-
SC McKinney Theater Restroom remodel	2,542,000							182,708	2,379,292		2,542,000	-
SC Loop Road	2,100,000									2,100,000	2,100,000	-
SOCCCD: Replace HR & Bdgt Dev Systems	898,000						208,797	672,943	16,260		898,000	-
SOCCCD: Student Information System Upgrade-Phase I/Phase II	14,102,000							3,515,073	10,586,927		14,102,000	-
SOCCCD: Districtwide Telephone System	4,500,000				127,271	3,636,911	627,911	107,404	502		4,500,000	-
SOCCCD: Fiscal and HR Systems Repl.	27,500						27,500				27,500	-
SOCCCD: Consultant District Educational & Facilities Master Plan	370,010						370,010				370,010	-
SOCCCD: HR Recruitment Work Plan	85,911					85,911			0		85,911	-
SOCCCD: Legislative Advocacy Services - Basic Aid	120,000				12,000	26,000	26,000	26,000	30,000		120,000	-
SOCCCD: Enrollment Mgmt/Mktg, Outreach & Recruit Strategy	329,830						184,690	85,327	59,813		329,830	-
SOCCCD: Special Trustee Election	453,867				453,867						453,867	-
<b>Totals</b>	<b>257,813,653</b>	<b>6,592,495</b>	<b>6,815,828</b>	<b>6,669,486</b>	<b>17,551,038</b>	<b>26,990,393</b>	<b>33,079,254</b>	<b>44,780,282</b>	<b>91,906,284</b>	<b>23,428,593</b>	<b>257,813,653</b>	<b>-</b>

	1999/01 Actual	2001/02 Actual	2002/03 Actual	2003/04 Actual	2004/05 Actual	2005/06 Actual	2006/07 Actual	2007/08 Estimated	2008/09 2009/10 Estimated
Commitments	13,085,000	22,474,310	17,027,650	30,955,670	57,751,446	11,145,072	34,465,912	70,908,593	-
Cumulative Commitments	13,085,000	35,559,310	52,586,960	83,542,630	141,294,076	152,439,148	186,905,060	257,813,653	257,813,653
Receipts	14,869,100	13,719,277	18,419,819	27,356,952	40,162,878	46,899,203	52,896,017	43,490,307	-
Cumulative Receipts	14,869,100	28,588,377	47,008,296	74,365,248	114,528,126	161,427,329	214,323,346	257,813,653	257,813,653
Cumulative Expenses	6,592,495	13,408,323	20,077,809	37,828,847	64,619,240	97,698,494	142,478,776	234,385,060	257,813,653
Cash Balances	8,276,605	15,180,984	26,930,487	36,736,401	49,908,886	63,728,835	71,844,570	23,428,593	-

**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**

**June 24, 2008**

### **SADDLEBACK COLLEGE**

#### **1. BGS BUILDING REPAIRS.**

Remediation and repair work started on January 8, 2007, and is 100% complete. The contractor *has completed the punch list items*. Final air testing was conducted and the environmental consultant has cleared the building for occupancy. *The Notice of Completion documents for the Remediation and Repair of the BGS Building Project have been forwarded to the Board for consideration this month. This project was completed with no change orders to the original contract amount.* The Casework and Interior Improvements Project is underway. The Casework and Interior Improvements Project is scheduled for completion by the *end of June, 2008.*

#### **2. JAMES B. UTT LIBRARY REMODEL**

DSA has completed their review of the construction documents and has approved them for construction. The construction documents have been sent to the State Chancellor's Office for approval and release of the construction funding for the project upon approval of the state budget. *The project has been reviewed and approved by the State Chancellor's Office.* 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 of \$16,139,000 and a basic aid contribution of \$4,800,000.

#### **3. SCIENCES BUILDING**

The architect has submitted the FPP to the State Chancellor's Office on June 28, 2007. The State Chancellor's Office is preparing for the funding request to the Legislative Analyst's Office.

#### **4. McKINNEY THEATER RESTROOMS (Fine Arts Restrooms)**

Staff met with college administration to coordinate start of construction with instruction and performance schedules. The Board approved the award of the construction contract. *A pre-construction kick-off meeting was held on June 12, 2008 and the Notice to Proceed was issued commencing construction on June 16, 2008. Construction is expected to be completed by the end of February, 2009.*

#### **5. REMODEL VILLAGE FOR SWING SPACE DURING LIBRARY REMODEL**

On June 25, 2007, the Board approved funding \$4,130,000 for this project and hiring R2A to provide architectural services. *The architects have responded to DSA comments and the documents were approved for construction by DSA on May 21, 2008. The advertisement and bidding process will commence July, 2008.*



## 6. MATH/SCIENCES/ENGINEERING BUILDING

The District will be submitting a final project proposal to the State Chancellor's Office by June 30, 2008. Staff *and* the consultant *met* with the end users to define programmatic needs. Though final numbers will not be resolved until the State Chancellor's Office has completed the funding process, the overall project budget is anticipated at \$28,716,000 with \$18,000,000 anticipated from the state and \$10,716,000 proposed as funded through basic aid.

## 7. LOOP ROAD

The Board approved funding for the Loop Road project during the March board meeting. Currently, the project is estimated at \$2,100,000 which is believed to be an inadequate amount. Staff will hire an architectural firm to design and estimate this project and will bring updates to the Board in the future. The overall project budget is \$2,100,000 funded through basic aid.

## IRVINE VALLEY COLLEGE

### 1. PERFORMING ARTS CENTER AND PARKING LOT 5 EXTENSION

The architect has submitted add service requests. The District has requested written backup to verify agreement of extra costs prior to work commencing. A meeting *is scheduled for June 12, 2008, to discuss this and outstanding warranty issues*. Minor equipment orders remain. Warranty issues are being reviewed in earnest as the one year period following construction completion is coming to a close. Total change orders represent 2.75% of the original contract amount.

### 2. BUSINESS, SCIENCE & TECHNOLOGY

The exterior finishes are 97% complete. Painting, carpeting, glazing, doors & hardware, and *hardscape* installations are underway. *There is a minor delay with regard to electrical coordination and fixed seating*. 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 84% complete at the end of *April*, 2008. Project completion is anticipated in *July*, 2008. Total change orders represent 0.98% of the original contract amount.

## IRVINE VALLEY COLLEGE

### 3. B-200 SCIENCE LAB ANNEX AND B-239 REMODEL

The Board approved funding for additional accessible restroom facilities February 20, 2008. The architects expect to have the documents DSA approved for construction *June*, 2008. Upon receipt of approved drawings, this project will be advertised for public bid. Prior to the costs for addressing the bathrooms, the architect estimates that additional \$1,360,000 will be required to complete this project. The Board approved an additional \$1,500,000 at the March 24, 2008, meeting. Construction is scheduled to start in August, 2008, and be completed in August, 2009. The overall project budget is \$6,980,000 funded through basic aid.

### 4. A-300 REMODEL FOR MUSIC DEPARTMENT

The architects are incorporating changes from the College, the District, and DSA reviews of the 100% working drawings. DSA approval is expected in *June*, 2008. Upon receipt of approved drawings, this project will be advertised for public bid. The District and college administration, faculty, and staff are discussing swing space options, scheduling, and logistics for project construction. This project is scheduled to start in August, 2008. The overall project budget is \$2,484,000 funded through basic aid.

### 5. LIFE SCIENCES PROJECT

The state chancellor's office has recommended the Life Sciences building for inclusion in the 2008-09 state budget. Architectural selection is anticipated to begin spring/summer of 2008. The overall project budget is \$24,628,000 with \$17,488,000 from the state and \$7,468,000 funded through basic aid.

### 6. SCIENCES BUILDING

The District will be submitting a final project proposal to the State Chancellor's Office by June 30, 2008. Staff has been working with the consultant and meeting with the end users to define the programmatic needs. Though final numbers will not be resolved until the State Chancellor's Office has completed the funding process, the overall project budget is anticipated at \$48,279,000 with \$27,693,000 anticipated from the state and \$20,586,000 proposed as funded through basic aid.

### 7. BARRANCA ENTRANCE

The Board approved funding for the Barranca Entrance project during the March board meeting. Currently, the project is estimated at \$830,000 which is believed to be an inadequate amount. Staff will hire an architectural firm to design and estimate this project and will bring updates to the Board in the future. The overall project budget is \$830,000 funded through basic aid.

**ATEP**

**1. ATEP RENOVATION**

ATEP campus was substantially complete in time for the start of fall semester. Punch list items are being addressed. All windows have been tested for water tightness with a 62% failure rate. The contractor is in the process of developing remediation measures having received the final report. To date, total change orders represent 3.01% of the original contract amount.

Site development work is substantially complete. *Punch work items are complete and the withheld retention will be released.* Total change orders represent 3.22% of the original contract amount.

**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 May 31, 2008. A review of current revenues and expenditures for the 2007/2008 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 May 31, 2008

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	2,179,416	26,957	962,282
Other State Sources	8600-8699	22,642,839	23,083,830	440,991	16,878,000
Other Local Sources	8800-8899	163,009,737	163,029,082	19,345	170,264,234
Total Revenue		187,805,035	188,292,328	487,293	188,104,516
BASIC AID		450,000	450,000	0	450,000
INCOMING TRANSFERS	8980-8989	241,003	250,848	9,845	265,555
<b>TOTAL SOURCES OF FUNDS</b>		<b>213,797,804</b>	<b>214,294,942</b>	<b>497,138</b>	<b>214,121,837</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	61,262,240	59,841,765	(1,420,475)	51,291,297
Other Staff Salaries	2000-2999	37,432,855	36,354,280	(1,078,575)	28,285,696
Employee Benefits	3000-3999	33,439,065	33,424,174	(14,891)	28,312,270
Supplies & Materials	4000-4999	5,182,680	4,958,071	(224,609)	2,093,055
Services & Other Operating	5000-5999	18,718,039	17,353,370	(1,364,669)	11,418,765
Capital Outlay	6000-6999	12,176,943	16,567,645	4,390,702	5,779,816
Payments to Students	7500-7699	439,231	639,849	200,618	446,919
Total Expenditures		168,651,053	169,139,154	488,101	127,627,818
OTHER FINANCING USES:					
Inter Fund Transfers Out	7300-7399	1,975,080	1,975,080	0	1,975,080
Basic Aid Transfers Out		32,403,771	32,403,771	0	32,403,771
Intra Fund Transfers Out	7400-7499	241,003	250,040	9,037	249,648
Debt Service	7100-7199	395,000	395,000	0	295,073
Total Other Sources (Uses)		35,014,854	35,023,891	9,037	34,923,572
<b>TOTAL USES OF FUNDS</b>		<b>203,665,907</b>	<b>204,163,045</b>	<b>497,138</b>	<b>162,551,390</b>
<b>ENDING FUND BALANCE</b>		<b>10,131,897</b>	<b>10,131,897</b>	<b>0</b>	<b>51,570,447</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 May 31, 2008

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	74,526,974
Restricted Budget Allocation		11,680,073	11,936,725	256,652	9,487,676
Total Revenue		86,340,653	86,597,305	256,652	84,014,650
BASIC AID		300,000	300,000	0	300,000
INCOMING TRANSFERS	8980-8989	161,003	168,821	7,818	168,013
<b>TOTAL SOURCES OF FUNDS</b>		<b>96,421,508</b>	<b>96,685,978</b>	<b>264,470</b>	<b>94,102,515</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	37,856,035	37,844,463	(11,572)	32,484,200
Other Staff Salaries	2000-2999	19,821,291	18,890,984	(930,307)	14,488,936
Employee Benefits	3000-3999	16,537,759	16,545,156	7,397	13,435,739
Supplies & Materials	4000-4999	3,653,224	3,515,120	(138,104)	1,466,255
Services & Other Operating	5000-5999	8,368,799	8,560,033	191,234	5,430,033
Capital Outlay	6000-6999	7,382,139	8,403,890	1,021,751	4,172,236
Payments to Students	7500-7699	141,258	258,319	117,061	201,362
Total Expenditures		93,760,505	94,017,965	257,460	71,678,761
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	1,500,000	1,500,000	0	1,500,000
Other Transfers	7400-7499	161,003	168,013	7,010	168,013
Debt Service	7100-7199	0	0	0	0
Total Other Sources (Uses)		1,661,003	1,668,013	7,010	1,668,013
<b>TOTAL USES OF FUNDS</b>		<b>95,421,508</b>	<b>95,685,978</b>	<b>264,470</b>	<b>73,346,774</b>
LOCATION OPERATING BALANCE		1,000,000	1,000,000	0	20,755,741
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 May 31, 2008

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	37,977,812
Restricted Budget Allocation		4,980,580	5,207,554	226,974	4,733,565
Total Revenue		43,643,208	43,870,182	226,974	42,711,377
BASIC AID		150,000	150,000	0	150,000
INCOMING TRANSFERS	8980-8989	80,000	82,027	2,027	81,635
<b>TOTAL SOURCES OF FUNDS</b>		<b>46,696,217</b>	<b>46,925,218</b>	<b>229,001</b>	<b>45,766,021</b>
<b>USES OF FUNDS</b>					
EXPENDITURES:					
Academic Salaries	1000-1999	19,157,529	19,245,226	87,697	17,171,485
Other Staff Salaries	2000-2999	10,857,955	10,874,161	16,206	8,551,150
Employee Benefits	3000-3999	8,612,151	8,663,910	51,759	7,298,815
Supplies & Materials	4000-4999	1,102,733	1,026,587	(76,146)	500,536
Services & Other Operating	5000-5999	2,992,876	3,028,426	35,550	2,090,628
Capital Outlay	6000-6999	2,608,118	2,636,469	28,351	1,387,270
Payments to Students	7500-7699	297,473	381,030	83,557	245,558
Total Expenditures		45,628,835	45,855,809	226,974	37,245,442
OTHER FINANCING SOURCES/(USES):					
Transfers Out	7300-7399	242,382	242,382	0	242,382
Other Transfers	7400-7499	80,000	82,027	2,027	81,635
Debt Service	7100-7199	395,000	395,000	0	295,073
Total Other Sources (Uses)		717,382	719,409	2,027	619,090
<b>TOTAL USES OF FUNDS</b>		<b>46,346,217</b>	<b>46,575,218</b>	<b>229,001</b>	<b>37,864,532</b>
LOCATION OPERATING BALANCE		350,000	350,000	0	7,901,489
Reserve for Economic Uncertainties		350,000	350,000	0	0
Nondesignated Budget Allocation		\$ 0	\$ 0	\$ 0	0

**TO:** Board of Trustees  
**FROM:** Dr. Raghu P. Mathur, Chancellor  
**RE:** Written Reports  
**ACTION:** None

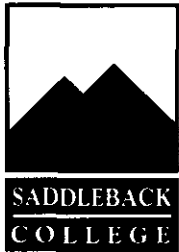
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**Written Reports**

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 Mathur, Chancellor

FROM: Dr. Richard D. McCullough, President

SUBJECT: REPORT FOR JUNE 24, 2008 BOARD OF TRUSTEES' MEETING

Construction of the Saddleback College Veterans Memorial is underway outside the Administration & Governance Building. Dr. McCullough met with the Rotary Club on June 10 and the club – as well as several of its members – has expressed interest in making donations to the project. The Saddleback College Foundation continues to raise money for the Memorial.

### *Student Services*

The Transfer Center held their Summer College Fair on Wednesday, June 18 in the Student Services Center Quad. Over 20 college/university representatives participated in the event. Students were able to obtain admission and academic information from the college/university representatives.

The Transfer Center, in a joint venture with the Saddleback College Honors Program, conducted Honors Program Workshops on Wednesday, June 25 and Thursday, June 26. The workshops focused on the requirements for entrance into the Honors Program; the requirements to complete the Honors Program; IGETC (Intersegmental General Education Transfer Curriculum); and transfer agreements.

Teacher Preparation Program (TPP) counselors visited more than 250 students in Capistrano-Laguna Beach ROP classes to recruit future Saddleback College students to enroll in the TPP program.

The Student Services Professional Development program was held on June 20th at the Norman P. Murray Conference Center. Fifty employees attended the all-day workshop that focused on identifying each person's talents, and utilizing those talents for the good of the organization.

The newly-elected Associated Student Government of Saddleback College spent most of June working on their proposed 2008-09 budget. ASG President Kalin Kelly, ASG Vice President Connor Ames, Treasurer Travis Fuller, Inter-Club Council Director Liz Dayrit, Chief of Staff Sarah Schack, and Senator Ryan Abila comprised the student committee, which will make its report to the Board in October.

### ***Health Sciences, Human Services, and Emeritus Institute***

Assistant Dean Tammy Rice has been designated by the California Community College Chancellor's Office to represent the 74 public Associate Degree Nursing Programs on the California Team that was chosen to participate in the National Education Capacity Summit in Arlington, VA on June 26 and 27, 2008.

Nursing Professor Dr. Terri Whitt presented ALFA (Assisted Learning for All - Website and Pod casting) at the Online Teaching Conference 2008 at Mira Costa College in Oceanside on June 5 with Rob Hartman and at the 12<sup>th</sup> International Nursing Learning Resource Centers Conference in San Jose. Thus far, there are 133 videos and 59 pod casted videos including many pages of didactic information.

Students from the Medical Assisting Program have begun their externships in South County medical offices and clinics. This is the final phase in the three semester program where local physicians give them the opportunity to practice the skills they have learned in the classroom and laboratory at Saddleback College. The practices include pediatrics, OB/Gyn, dermatology, internal medicine, allergy, cardiology, and family practice/urgent care.

Two courses from the Medical Assisting Program are being offered at ATEP this summer; MA 200, Medical Terminology and MA INSR 214A, Basic Medical Insurance.

### ***Fine Arts***

*An Unconventional Summer Season* opened to a full house with *The Flying Karamazov Brothers* on June 20 in the McKinney Theatre.

Saddleback College Summer Jazz Camp (June 23 to 27) consisted of high school and middle school students involved in a week-long concentration of jazz theory, master classes, jam sessions, and creative ensembles, and culminating in a concert on their last day.

On June 27, Performing Arts presented a new children's summer program with *Let Them Eat Books* in the McKinney Theatre. This new program is called Passport to the Arts, A Journey for the Young at Art, and each participant receives their very own passport to travel on a path of discovering the world of performing arts!




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## OFFICE OF THE PRESIDENT

**TO:** Chancellor Raghu P. Mathur and Members of the Board of Trustees

**FROM:** Glenn R. Roquemore, President *GR*

**DATE:** June 12, 2008

**SUBJECT:** President's Report for the June 23 Board of Trustees Meeting

**IVC Foundation Honors Alumnus of the Year**

Irvine Valley College recognized Beccie Dawson as its Alumnus of the Year. In addition, the college bestowed honorary degrees to Julie Davis and William Woollett, Jr. The presentations were made at a private ceremony held at the Irvine law office of Best Best & Krieger on May 28, 2008.

**Commencement Highlights**

The 23rd annual commencement was held May 23 in the Hart Gym. Because of the threat of rain, the ceremonies were moved indoors. IVC's graduation class included 481 graduates. Among the graduates, 285 were women (59%) and 196 were men (41%). IVC conferred 421 Associate of Arts Degrees, 60 Associate of Science Degrees, and 72 Certificates of Achievement. This year's class recognized 156 honor students – 76 of these students graduated cum laude with an average of 3.5-3.74, with 65 students graduating magna cum laude with a grade point average of 3.74-3.99, and 15 students graduating summa cum laude with a grade point average of 4.0. This year's oldest graduate was 59 years old and the youngest graduate was 14 years of age.

**Scholar Athletes and IVC Basketball Coach Honored**

Chelsea Pavlik IVC female scholar athlete of the year and Peter Johnson IVC scholar male athlete of the year were among the student athletes from the 12 Irvine Valley athletic teams honored at the annual scholar athlete banquet. In addition, special recognition was also given to the IVC men's volleyball team for again winning the state title and to IVC basketball Coach Jerry Hernandez for his 250<sup>th</sup> career victory.

**IVC Baseball Team Sets New School Record**

The IVC baseball team completed its best season in the program's history this year. The team finished the season with a record of 32-17.

## 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

### **IVC Advanced Piano Students Compete**

IVC Advanced piano class students Brad Van Wick and Brian Park recently won the Adult Performance piano competition organized by the Music Teachers' Association of California (MTAC). The students will now go on to perform at the MTAC 2008 Convention in Riverside on June 29, 2008.

### **Daniel Luzko's Original Compositions Performed in Caracas, Venezuela**

Two original compositions by IVC piano instructor Daniel Luzko were performed in Caracas, Venezuela at the Festival Latinoamericano for Contemporary Music May 17 to the 22, 2008. *Flute Concerto* for Flute and Wind Instruments and *Travels* for piano were performed. During the festival, Daniel Luzko was also invited to lecture.

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## MEMORANDUM

To: Dr. Raghu P. Mathur, Chancellor;  
Members of the Board of Trustees

From: Dr. Glenn R. Roquemore, President, Irvine Valley College

Date: June 9, 2008

Re: **ATEP REPORT** – June 23, 2008 Board of Trustees Meeting

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### ***Master Planning***

The long range plan and concept plan for the master development of ATEP were completed and submitted to the Board of Trustees for review and study at the May 27, 2008 meeting.

### ***Student Services and Instruction***

- Summer ATEP enrollments continue to exceed expectations with current enrollments at 490 students. Second summer session begins on July 7<sup>th</sup>, and enrollments are expected to grow.
- The Fall 2008 class schedule has been finalized for ATEP. Both Saddleback College and Irvine Valley College are offering a plethora of courses that meet the needs of students transferring as well as those who are retooling their current employment skills.
- Ongoing meetings with Cal State Fullerton faculty and staff focus on developing educational partnerships to meet the long range educational goals of ATEP and provide productive dialogue on curricula and student services needs.
- Course planning for Spring 2009 has begun and will be finalized during the summer.
- Participation in Tustin Chamber of Commerce events proves to enhance the visibility of both the ATEP campus and South Orange County Community College District's educational outreach into the area.
- The ATEP Information guide for summer faculty was revised and distributed at the summer ATEP Faculty Orientation held on Thursday, May 22<sup>nd</sup>. Approximately 15 faculty attended the event where the ATEP staff were introduced and President Glenn Roquemore welcomed everyone and discussed the future plans for the ATEP campus.
- Dr. Cathie Peterson and Dr. Don Busche met with Dr. Sylvia Alva, Associate Vice President for Undergraduate Programs, Cal State Fullerton, to review admissions and records policies, student services guidelines and other enrollment procedures.
- Maria Besnard hosted a group of case managers from the Orange County Rescue Mission's Village of Hope to give an overview and tour of ATEP and talk about educational partnering with their residents.

***Outreach, Marketing and Public Relations Efforts***

- Online advertising has been updated with the new look and continues with OC Register to drive enrollment to the ATEP website for Summer 08 sessions. Ads are also featured on the ATEP website and are changed frequently to target market classes with lower enrollments.
- Tere Fluegeman attended a Tustin Chamber event featuring the Tustin News.
- ATEP hosted a meeting between the Orange County Business Service Center, CACT, several optics companies, economic development specialists from the City of Santa Ana and Bijan R. Kian, board of directors member of the Export-Import Bank of the United States (a position appointed by the President of the United States) to discuss potential business and partnering opportunities. Tere Fluegeman gave an overview of ATEP's plans followed by a tour of the campus. Larry DeShazer gave an overview and tour of the CACT facility.
- Tere Fluegeman has completed the ATEP fall 2008 schedule for inclusion into IVC's fall schedule which was mailed to 282,832 homes on May 31, 2008. An expanded ATEP fall schedule for Saddleback is nearing completion and will be included in the Saddleback fall schedules which will mail to 327,000 homes in June. The ATEP fall schedules have been redesigned to an updated look of an active, technology focused campus.
- The new ATEP website is live and features the updated look with students and projects at ATEP, including pictures and video clips of ATEP students, the campus, technology labs and industry specific information that support the mission, vision and goals of ATEP. Several new links have been added, such as ATEP Today and Future Plans to keep the public informed of our progress. More pages are being added daily.
- Interest in the campus has increased the number of tours requested each week by neighboring businesses and potential students.

***Center for Applied Competitive Technologies***

On May 14, CACT co-sponsored the Spring Meeting and Fellows Induction Ceremony of the Optical Society of Southern California, a local chapter of the national professional society, Optical Society of America. There are 63 members of OSSC, including CACT, making it the largest chapter in the country. Among their many activities is the support of students at community colleges and universities in optics and photonics education. The dinner meeting awarded fellow membership rank to five people for outstanding service in optics.